CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

City Council Chambers - 301 West Line Street - Bishop, California
MONDAY, OCTOBER 27, 2025 - 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. All written public comments received prior to the above noted time will be distributed to the Council for their review and consideration prior to the meeting. All written public comments received after that time 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 27, 2025

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

5. **OPEN SESSION** - 6:00 p.m. Monday, October 27, 2025

6. **MOMENT OF SILENCE**

7. **PLEDGE OF ALLEGIANCE** - Mayor Pro Tem 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. **PRESENTATIONS**

   A. **PRESENTATION - Retirement of City of Bishop Police Captain Joshua Ellsworth**
   Recommended Action: Council will make presentations to Joshua "Josh" Ellsworth to honor his years of public service with the City of Bishop.

   B. **PRESENTATION - Bishop Tourism Improvement District (BTID) Annual Report** - Presented by Bishop Area Chamber of Commerce and Information Center Executive Director Tawni Thomson.
   2024-2025 BTID Annual Report

   C. **PRESENTATION - Inyo Mono Advocates for Community Action (IMACA) Annual Report** - Presented by IMACA Executive Director Kelly Barceloux.

12. **PROCLAMATIONS**

   A. **PROCLAMATION - Declaring October 2025 as Domestic Violence Awareness**

Month in Bishop – To be received by Wild Iris/CASA Executive Director Dominic Hays.

Proclamation Wild Iris DVAM 2025 10 27

13. 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 2025

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

Police Department Report - September 2025

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

Public Works Department Report - September 2025

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

Community Services Department Report - September 2025

E. **Planning Department Report - Principal Planner Ana Budnyk**

Planning Department Report - September 2025

F. **City Administrator Report - City Administrator Pam Foster**

City Administrator Report - September 2025 and October 2025

14. 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 27, 2025**

BACCIC October 27 2025 City Council Report

15. EASTERN SIERRA TRI-COUNTY FAIRGROUNDS QUARTERLY UPDATE REPORT

Prepared and presented by Interim Fairgrounds Manager Mike Francesconi.

A. **Eastern Sierra Tri-County Fairgrounds Quarterly Update Report - Handout**

Item 15 - Handout

16. 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 Regular Meeting Cancellation Notice**

Recommended Action: Council is requested to receive and file the attached October 13, 2025 City Council Regular Meeting cancellation notice.

October 13 2025 Regular Meeting - Cancellation Notice

B. **August 2025 Budget Report**

Recommended Action: City Council to review and accept the August 2025 Budget Report.

August 2025 Budget Report

C. **August 2025 Financial Reports**
Recommended Action: City Council to review and accept the August 2025 Financial Reports.
August 2025 Bank Reconciliation Report
August 2025 Combined Cash Report
August 2025 Investment Portfolio Report
August 2025 Warrant Register Report

D. **Administration Budget Adjustment Request**
Recommended Action: City Council consideration to approve the proposed budget adjustment.

E. **2024-25 Grant in Support Reimbursement Claims Made**
Recommended Action: City Council to authorize $32,000.00 in increased spending within GL account 001-019-52131 in fiscal year 2025-26.

F. **Granicus Agreement – Three-Year Extension 11/12/2025-11/11/2028**
Recommended Action: Council consideration to approve the proposed Granicus Subscription Renewal for the current services provided from November 12, 2025 to November 11, 2028 as presented, with a total cost of $52,487.73.
Granicus Agreement 2018-2021
Granicus Proposed Agreement for 11 12 2025 - 11 11 2028

G. **New Part Time Parking Enforcement Officer Job Description**
Recommended Action: Approve the creation of a Part-Time Parking Enforcement Officer position within the Bishop Police Department.

- Direct staff to add this classification to the City's official position list and authorize recruitment.

- Approve proposed Job description and EFA

Parking Enforcement Officer PT
EFA- Parking enforcement

H. **Full-time Engineering Technician I/II/III Job Description**
Recommended Action: Council consideration to approve the proposed Engineering Technician I/II/III Job Description.
FT Public Works Engineering Technician I_ II_III

I. **Full-Time and Part-Time Salary Schedules - July 1, 2025 - June 30, 2026**
Recommended Action: Council consideration to approve the updated Salary Schedules for 2025/2026 fiscal year.
2025-2026 Part Time Salary Schedule - Parking Enforcement Officer Update
2025-2026 Full Time Salary Schedule-Captain Administrative correction, Engineering Tech I addition

J. **S. Warren Street Improvement Project Budget Adjustment Request**
Recommended Action: City Council consideration to approve the proposed budget adjustment.

K. **Approval of Task Orders 25-TO-05 (HELIX Environmental Planning) and 25-TO-07 (Lumos & Associates) and Related Budget Adjustment for the East Line Street Bridge Replacement Project**
Recommended Action: Council consideration to:

1. Approve Task Order 25-TO-05 with HELIX Environmental Planning, Inc. in the not-to-exceed amount of $54,000;
2. Approve Task Order 25-TO-07 with Lumos & Associates in the not-to-exceed amount of $46,000;
3. Authorize the Public Works Director to execute the task orders on behalf of the City; and
4. Approve the budget adjustment transferring $110,000 from the General Fund to the East Line Street Bridge Replacement Project Fund.

25-TO-05 HELIX - Bridge Permitting
25-TO-07 Lumos - Bridge ROW Support

L. **Declaration of City-Owned Equipment as Surplus**
Recommended Action: Council consideration to declare the Public Works Department's Vaccon truck and trailer mounted chipper as surplus equipment.

M. **Consideration of Request from Coalition Against Bigger Trucks (CABT) for Letter Opposing Increases in Truck Size and Weight**
Recommended Action: Council consideration to approve the attached letter from the Mayor, on behalf of the City of Bishop, to the City's federal representatives opposing proposed increases in the allowable size and weight of commercial trucks, as requested by the Coalition Against Bigger Trucks (CABT).

CABT Draft Letter

N. **Parks and Recreation Commission Meetings**
Recommended Action: Council is requested to receive and file the attached Parks and Recreation Commission Meeting Notice.

Parks and Recreation Commission Meeting Cancellation Notice - October 22, 2025

O. **Planning Commission Meetings**
Recommended Action: Council is requested to receive and file the attached Planning Commission Meeting Notices.

Planning Commission Meeting Cancellation Notice - October 28, 2025

17. NEW BUSINESS

A. **Adoption of the 2025–2030 Water and Sewer Capital Improvement Plans**
Recommended Action: Council consideration to approve of the 2025–2030 Water and Sewer Capital Improvement Plans as presented.

Water Projects CIP
Sewer Projects CIP

B. **A-Frame Building (Bishop Area Chamber of Commerce and Visitors Center) - Structural Integrity and Site Considerations**

Recommended Action: Staff recommends that the City Council receive and provide direction on the structural condition assessment report prepared by Wood Rodgers,

Inc. regarding the current Chamber of Commerce Building in City Park.

Council direction is necessary regarding the future of the A-Frame building, including potential structural remediation, partial or full demolition, and other site planning options based on recent assessments and environmental considerations.

Commensurate with any direction staff also requests Council consider potential funding options as there is currently no budget allocation for this project.

A Frame Structural Conditions Report

18. FUTURE AGENDA ITEMS

19. COUNCIL AND COMMITTEE REPORTS

20. ADJOURNMENT

Monday, November 10, 2025 at 6:00 p.m. Regular Meeting in the City Council Chambers

Agenda Item: 11.A
Date of Meeting: October 27, 2025
Department: Administration

STAFF REPORT

To: City Council

From: Robin Picken

Subject: **PRESENTATION - Retirement of City of Bishop Police Captain Joshua Ellsworth**

Prepared On: October 23, 2025

Background/History:
Josh Ellsworth started serving the City of Bishop as the Bishop Police Lieutenant on April 4, 2016 and only recently his title was changed to Bishop Police Captain. Josh Ellsworth retired from the City of Bishop effective October 3, 2025. It is appropriate that he be honored for his nine and a half years of service to the City.

Analysis/Discussion:
None.

Economic Impacts:
None.

Budget Impacts:
None.

Legal Review:
None.

Recommended Action:
Council will make presentations to Joshua "Josh" Ellsworth to honor his years of public service with the City of Bishop.

Approved By: Pam Foster 10/23/2025
Approved By:
Approved By:
Approved By:



2024-25 BTID ANNUAL REPORT

BISHOP
CALIFORNIA

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MEET THE TEAM



Tawni Thomson
Executive Director
2006



April Kress
Membership & Events
2002



Joe Pollini
Host Supervisor
2011



Lynn Cooper
Bookkeeper (PT)
2024



New Person
Operations Mgr.
2025?



Joyce Walker
Guest Host
2019



Anna Willey
Guest Host
2022



Jennifer Renaldi
Guest Host
2022

*Note: Executive Director also oversees a team of digital marketing contractors.

JULIE FABER

BETSY FORSYTH // WIL DANIELS // GIGI DEJONG // LOCAL FRESHIES AND OTHERS.

BACKGROUND
BISHOP TOURISM IMPROVEMENT DISTRICT (BTID)

For many years, Bishop business owners urged the Chamber of Commerce and City of Bishop to enhance marketing efforts for our destination. However, the City's general fund budget could not support the cost of a comprehensive marketing program. In response, the Chamber began discussions with local lodging owners in 2012 to explore a self-sustaining funding solution that would not place any strain on the City's budget.

The result was the creation of the Bishop Tourism Improvement District (BTID). The District Management Plan was carefully developed with input from all assessed businesses and the City of Bishop Administration.

Since its implementation, the BTID has exceeded expectations—boosting room sales by increasing both occupancy and length of stay. This growth has, in turn, significantly increased the City's collection of vital transient occupancy tax revenues.

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

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

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

The strategic marketing plan funded by the BTID represents a significantly broader and more impactful effort than any single stakeholder could undertake alone. Last year, the BTID generated $630,000 in revenue—an impressive figure at first glance. However, when compared to the marketing budgets of competing destinations, our resources remain relatively modest. Despite this, we continue to make strategic, high-impact investments that maximize every dollar to benefit the Bishop community and local economy

ADVISORY BODY

The Bishop Chamber of Commerce will continue to serve as the BTID's Owners' Association. The Owners' Association is charged with managing funds and implementing programs in accordance with this plan, and must provide annual reports to the Bishop City Council. ***A minimum of three Bishop Chamber Board members represent lodging businesses paying the BTID assessment.***

2024-25 Tourism Business Improvement District Board

The all volunteer board meets monthly on the 2nd Wednesday of every month. The Bishop Chamber Executive Director presents public updates at Bishop City Council meetings every month.

Name	Business Representation	Title
Robert Sharp	Eastern Sierra Community Bank	President
Sarah Freundt	Grocery Outlet	Vice President
Cheryl Underhill	Northern Inyo Hospital Foundation, VFW, Lions, Altrusa, Eastern Sierra Cancer Alliance, Elks	Treasurer
Sunil Lad *	Best Western Bishop Lodge & Comfort Inn	Immediate Past President
Luis Barrantes*	Vagabond Inn	Board Member
John Marko	Individual Member	Board Member
Tara Frank	Owens Valley Paiute-Shoshone Cultural Center	Board Member
Donna Bird	Mule Days Celebration	Board Member
Jason Brown	Laughing Parrot Productions	Board Member
Jennifer Morrow	Elevated Bishop	Board Member
Lisa Coedy *	Wayfinder Bishop	Board Member
Gary Gunsolley	Bishop Flyfishing Guide Service	Board Member
Dustin DelGiudice	Looney Bean Bishop	Board Member
Debi Yerkes	Alex Printing	Board Member

BUDGET PHILOSOPHY

The Bishop Tourism Improvement District (BTID) Management Plan, developed by Bishop Hoteliers prescribes:

- 80% of funds for sales and marketing;
- 10% for administration;
- 5% for visitor services/enhancements; and
- 5% for contingency/reserve.

+ Seek support from City of Bishop, County of Inyo, Community and Regional Collaboration.
+ Engage volunteers to minimize staff expense and enhance projects/events.

BTID KEY OBJECTIVES

Sales and Marketing Programs may include:

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

Visitor Services/Enhancements may include:

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

BTID KEY OBJECTIVES: THE STRATEGY

As defined within the plan, the BTID continues to focus on:

- Promote Bishop as a year-round vacation destination
- Focus marketing efforts on midweek and slower months of November through May
- Strategically target diverse audiences
- Increase brand awareness
- Engage travel trade and media for familiarization trips
- Provide excellent customer service to all guests
- Increase major media advertising
- Improve website and digital footprint
- Develop a strategic social media and online advertising campaign
- Partner with event organizers to enhance events and increase attendance

Each of these strategic imperatives includes specific objectives and initiatives that the BTID Board is committed to achieving over the life of the plan.

WINNING!

The Bishop Tourism Improvement District has proven to be a "win-win-win" program. New marketing initiatives have led to higher occupancy, a "win" for the lodging partners. Higher occupancy increases TOT, a "win" for the City's general fund. Higher room sales also generate additional BTID funds, a "win" for BACCVB's marketing budget, allowing increased investments to properly promote Bishop.

INFORMED INVESTMENTS

We closely monitor travel data and trends using:

- Google Analytics
- Datafy Visitor Data
- Social Media Insights
- Smith Travel Research
- Visitor Guide Requests
- Bishop Widget & ChamberMaster Stats
- Email Marketing Campaigns
- Visit California/CalTravel/Brand USA
- Expedia /TripAdvisor/Industry Experts



2014-2024: TEN YEARS OF BTID BENEFIT

The City of Bishop's two main sources of revenue, sales tax and transient occupancy tax, are dependent upon a successful tourism marketing effort.

In FY 2013-2014, the year prior to BTID's inception, the City collected $2.1 Million in transient occupancy.

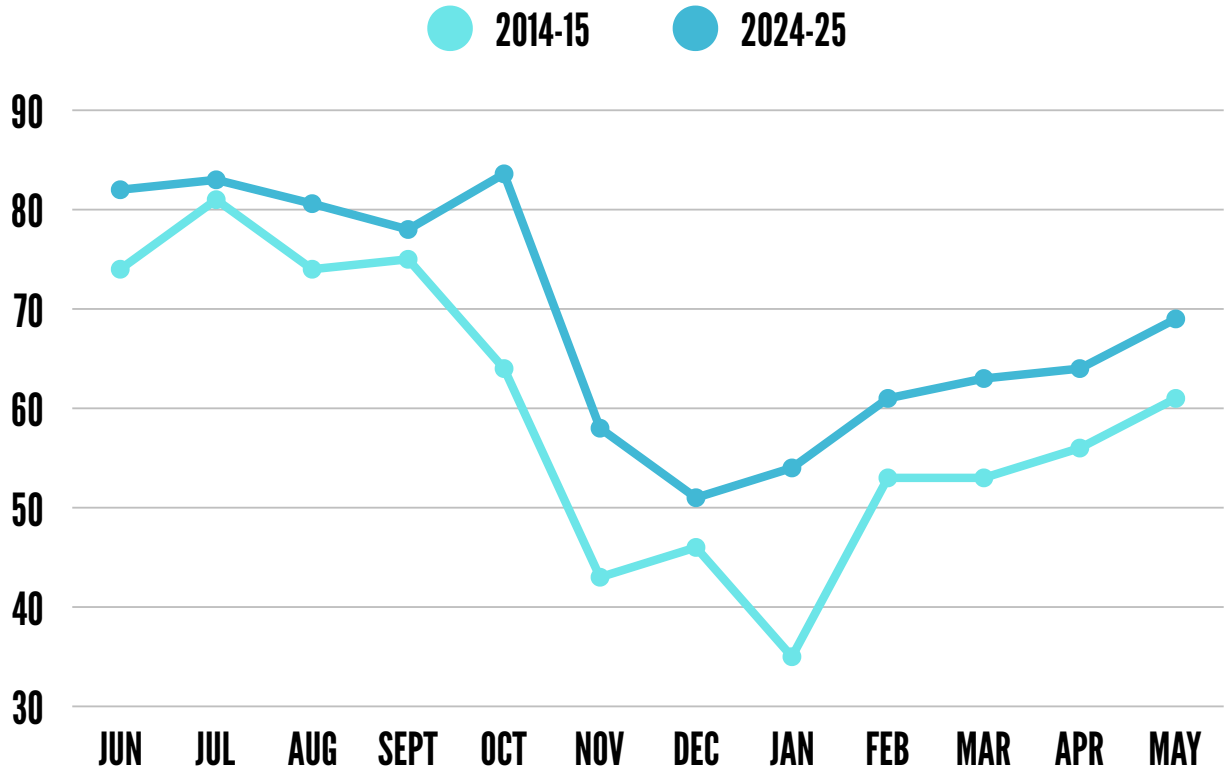
The City's Independent Auditor noted ***"Because the tourism industry and related sales taxes account for a significant portion of the City's general fund revenues, a downturn in tourism could result in a substantial reduction in general fund revenues and the City may not have sufficient resources to pay all of it's general fund obligations."***
(Note 15, page 37, 2014 Audited Financial Report)

In FY 2024-2025, the City of Bishop collected over $3.7 Million in transient occupancy tax - nearly 30% of total general fund revenue and notably about 76% higher than prior to BTID. This incredible contribution of TOT revenue to the City's General Fund is one of the direct benefits of tourism for the City, as the full collection of TOT revenue is retained by the City and used at its discretion.

Separately, the BTID retains the revenue collected through its special assessment of 2%, which in FY 24-25 generated $631,082.



FOCUS MARKETING EFFORTS ON MIDWEEK AND SLOWER MONTHS OF **NOVEMBER THROUGH MAY**



BISHOP LODGING PERFORMANCE

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

We are especially pleased to see increased ADR in the off-peak times, most significant growth was in October and January, adding 19% for these two months, and 15% to November!

- **The goal is to smooth out the seasonality of our tourism-based economy, positively impacting business, tax revenues and employment opportunities.**



LODGING OCCUPANCY

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
JAN	35.5	42.1	50.2	43.2	58.3	54.9	48.4	61	62.6	54.2	54.1
FEB	53.7	42.3	52	54.2	63.2	57.3	53.4	68.5	67.6	58	61.4
MAR	53.7	57	59.4	61.1	65.8	47.2	61.5	66.6	70.7	65.2	62.5
APR	55.9	52.6	60.4	57.6	65.8	27.1	65.4	65.3	69.4	65.6	63.6
MAY	61	63	64.6	69.8	68.6	38.3	70.2	68.5	68.8	65.7	68.5
JUN	74.6	81.5	81.2	81	81.7	66.2	86.1	82.1	79.4	78.8	81.8
JUL	81.5	84.4	86.9	86.3	84.8	71	82.9	79	76.9	80.2	82.8
AUG	74.5	81.1	84.9	78.8	86.7	69.3	66.9	78.5	77.2	80.6	82.7
SEP	75.4	85.1	85.1	83.6	88.6	62.8	66.8	76.1	79	78.2	
OCT	64.6	77.9	85.6	81.6	86	73.8	78.1	82.1	84	83.6	
NOV	43.4	52.8	54.4	56.5	57.5	59.4	61.5	63.9	59.4	57.9	
DEC	46.1	46.9	47.8	52.3	54.1	44.8	61.8	57	47.9	51	
AVG	**60**	**63.9**	**67.7**	**67.2**	**71.8**	**56**	**66.9**	**70.7**	**70.2**	**68.3**	

AVERAGE DAILY RATE ADR

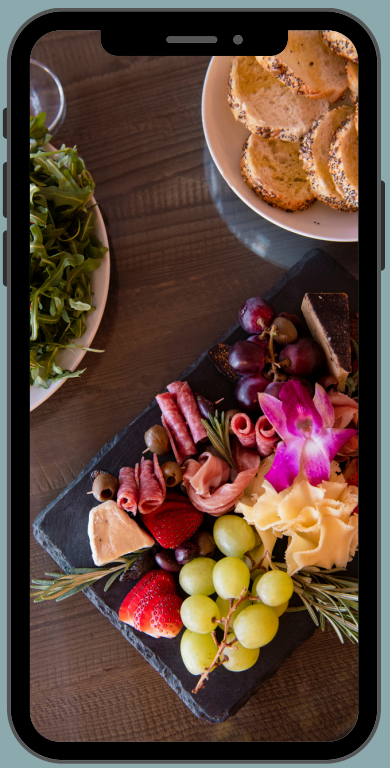
AVERAGE DAILY RATE									YTD
2015	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
$94	$100	$106	$108	$114	$110	$120	$127	$135	$141	$146

PROMOTE BISHOP AS A YEAR-ROUND VACATION DESTINATION

MOMENTUM

STRATEGIC PLAN IMPLEMENTATION







STRATEGIC PLAN IMPLEMENTATION & APPROACH

IMPLEMENTATION & PROGRAM APPROACH

Our strategic plan is built on a solid digital communications infrastructure. We partner with industry expert TwoSix for paid social media and search engine management. The new improved website, **www.bishopvisitor.com**, is a dynamic tool that is continuously updated to provide valuable content. This online framework allows us to track performance, adapt content for seasons and events, and make real-time micro-adjustments, ensuring we remain nimble and responsive to the evolving market.

AUTHENTICITY

We believe authenticity is key. Our content is created by a team of local experts who share their genuine passion and ***LOVE*** for the Bishop area. This team of writers, photographers, videographers, and social media specialists provides a local voice that an ad agency cannot replicate. We invest in a variety of online marketing programs to promote these firsthand experiences across platforms like Facebook, Instagram, TikTok, YouTube, TripAdvisor, and Expedia.

SUSTAINABILITY

Our mission is to inspire travel that fosters community togetherness and economic development while preserving our unique landscape. We strive to strengthen our image and encourage responsibility from both residents and guests. A key part of this commitment is our partnership with Sierra Forever, which help fund two Climbing Rangers to educate guests and patrol the lands, ensuring the health of our landscape and community remains paramount.

INFORMED INVESTMENTS FOR SUSTAINABILITY AND GROWTH

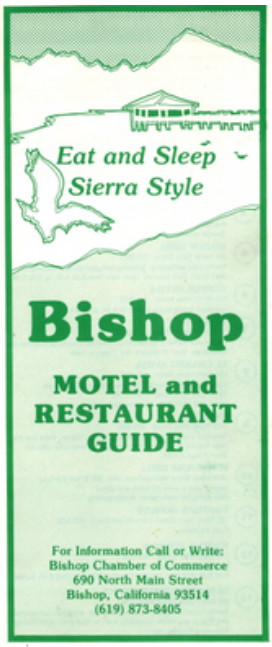
Our marketing decisions are guided by data. We use Datafy monthly to analyze guest demographics, spending habits, and location data, allowing us to make informed investment decisions for sustainability and growth. We complement our digital efforts with a mix of regional and national publications, both in print and online, and produce our own visitor guides and maps, such as the Bishop Visitor Guide and Fall Colors Guide.

INFORMATION CENTER

The Bishop Information Center is a crucial hub for our operations. Our professional Guest Hosts provide courteous, knowledgeable, and prompt service to every inquiry, whether by call, email, or in-person walk-in. The past two years, we expanded our reach beyond the main center, greeting and surveying guests directly at the Bishop Airport to better understand their needs and provide a welcoming first point of contact.

10-YEAR LOOK BACK (2014-2024)

Look at the growth over the past 10 years, since the inception of the BTID.



	2014	2023-24	2024-25	REACH
WEBSITE - VISITORS	16K	681K	734K	734K
Event Counts		2.2M	2.3M	
External Links (Members)		107K	112K	
Reaching over 47 Million Guests and Engaging with 479K Guests online and in person.				
FACEBOOK	0	62K	70K	23.3M
INSTAGRAM	0	38K	43K	3M
TIKTOK	0	4.9K	5.3K	556K
YOUTUBE (HOURS/WATCH TIME)	0	227K	341K	341K
DATAFY ATTRIBUTABLE TRIPS	0	0	3765	1.5M
VISITOR GUIDE DOWNLOAD/PRINT	10K	65K	67K	67K
PRINT/DIGITAL MAGAZINE REACH	635K	15M	15M	15M
EMAIL NEWSLETTER SUBSCRIBERS	1948	46K	51K	
BISHOP VISITOR GUIDE FLIPBOOK	0	1413	2794	4K
QR CODES - ALL HOTEL MIRRORS	0	1091	2372	3K
PAID SEARCH - CLICKS	4413	29,828	37,738	353K
PAID SOCIAL - CLICKS	0	144K	176K	2.3M
EMAIL LEADS / FB & INSTAGRAM	239	2500	4598	4.5K
VISITOR CENTER	20K	19K	16K	16K

NEW PROGRAMS

Program expansion shows growth in all directions. It's not all about the stand-alone website, it's about all the touchpoints that support the guest in every aspect of their journey.

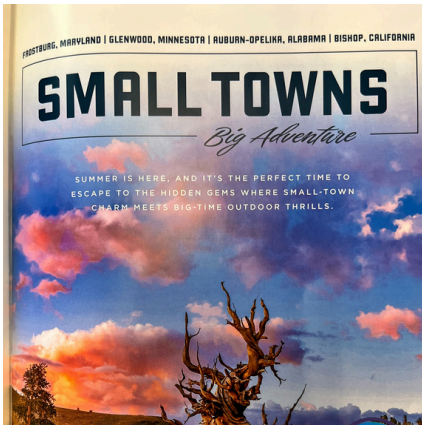
	2014	2023-24	2024-25
UGC/Crowdriff #Engagements	N/A	48K	64K
Book Direct #Referrals	N/A	2483	5477
Visit Widget #Engagements	N/A	57K	76K
StoryMaps #Engagements	N/A	9.7K	12K
Yosemite Journal Campaign #Leads	N/A	10K	16.5K
California Fall Color Website	N/A	94K	120K
Visit USA Parks Campaign #Impressions	N/A	140K	151K
Dog Trekker Campaign #Impressions	N/A	N/A	400K
Musings from a Trout Bum	N/A	N/A	6.5K
Visit CA Creators #Videos	N/A	N/A	14
Travel Trade # Shows	2	7	7
Climbing Ranger # Connections	N/A	2,004	2450
Trout Stocking	CDFW	6	6

INCREASE MAJOR MEDIA ADVERTISING

Visit Bishop casts a wide marketing net to promote tourism, aiming to build broad brand awareness while also using targeted messaging to reach diverse domestic and international audiences. Some BTID funds have been invested in national and regional major media publications. Many of the publications are very niche-specific, targeting climbers, OHV users, bird watchers, trail runners, yoga enthusiasts or anglers.
NOTE: All print ads are accompanied with a digital ad/online version and or enews.

2014/2015
Scenic 395 Magazine
ES Fishing Guide
Yosemite Journal
Mono Co. Visitors Guide
Fish Taco Chronicles

2024/2025
California Visitors Guide
California Road Trips Magazine
Adventure Sports Journal
Fish Taco Chronicles
Western Outdoor News
Yosemite Journal
Scenic 395 Magazine
Daily Independent - Sierra Views/Prospector
Mule Days Program Ad
Mammoth In Room Directory
Eastern Sierra Fishing Guide
Climbing Magazine - Ascent
Living Bird Magazine
Ultra Running
S&S Off Road Magazine
Travel Guide To California







CONNECTIONS

BUILDING RELATIONSHIPS

photos by Nick Cote - Visit USA Parks Photographer







REMINDER: COLLABORATE WITH @VISITBISHOP

STRATEGIC SOCIAL MEDIA & ADVERTISING CAMPAIGN

Share your Bishop moments: #visitBishop and your photos might be featured!

Our social media performance metrics are robust, with @VisitBishop's Facebook reach exceeding 23M and Instagram at 3M. We're leaning into multi-photo formats. Targeted ad campaigns on Facebook, Instagram, and Google in key out-of-state markets like San Francisco and Denver generated over 5,000 leads (doubling last year!) and reaching nearly 400K new visitors. Our video content has also seen significant growth, with YouTube views skyrocketing to 341K driven in part by integrating TikTok videos into YouTube Shorts to expand our audience. Summer lodging retargeting drove 95K impressions and 4,100 clicks. Lodging ads have been a success, increasing YoY traffic to the lodging page by over 400%! Paid social had 2.3M Impressions and nearly 80K clicks.

174K
BEST HIKE IMPRESSIONS

78%
ENGAGEMENT THINGS TO DO

127%
CTR 10.6% ABOVE INDUSTRY AVG

5K
SOCIAL LEAD GENERATION

10%
SOCIAL ENGAGEMENT

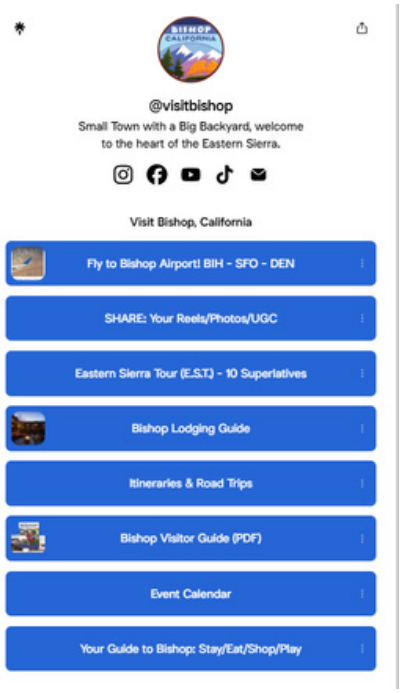
80K
PAID SOCIAL CLICKS 3.37% CTR

37%
ORGANIC SOCIAL FOLLOWERS

12%
ORGANIC SOCIAL ENGAGEMENT

430
ORGANIC SOCIAL POSTS





IMPROVE WEBSITE AND DIGITAL FOOTPRINT



NEW LAUNCH OCTOBER 2024: HIGHLIGHTS

734K Views | 2.3M Event Counts | 104K External Links | 11K Downloads

Website Top Pages: Home, Lodging, Fishing, Fall Colors, EST, Events

Updated and Improved Content: UGC Photo Galleries | Video Library | Seasonal Guides | Webcams

Event Calendar: New Self Submission Tool

Guides with Maps: Dining | Shopping | Museums | Galleries

Planning Tools: Roads | Weather | Fire/Smoke | Climbing Conditions | Fishing Reports | Fall Colors Tutorials

Media Room: Benefit for travel media, tour operators and other travel pros.

BOOK DIRECT BENEFIT New Ad Agency boosted our Lodging page by 416%.

The BookDirect initiative, a zero-commission booking engine integrated into the Bishop Visitor website, has demonstrated significant growth and continued value for local hoteliers. Instead of paying expensive 3rd party booking fees to companies like Expedia or Booking.com, this platform provides a direct booking channel that bypasses third-party commissions, resulting in a measurable increase in both referral volume and average booking value.

KEY PERFORMANCE METRICS

Referrals & Bookings:

- Last Year: 2,483 referrals
- This Year: 5,477 referrals (a 121% increase)

Average Booking Value:

- Last Year: $254 per booking
- This Year: $315 per booking (a 24% increase)

Booking Lead Time:

- Data indicates a consistent booking lead time of 42 days, suggesting that travelers are planning their visits well in advance.



STRATEGICALLY TARGET DIVERSE AUDIENCES



DOGTREKKER

- An amazing 400,000+ high-impact impressions/pageviews
- 4,000+ clicks/engagements—record totals for any city in their first campaign
- Featured-destination upgrades, takeover newsletter, Paw Press blogs, social posts, and ads that kept Bishop in pet parents throughout the entire campaign
- Custom sustainability messaging woven through stories, banners and social, reinforcing Leave Only Paw Prints® values.
- Audience insight: **two-thirds female, 25-54**; top login cities were Los Angeles, San Diego, San Francisco, and Sacramento; exactly the drive-markets you are interested in targeting
- The campaign delivered more than $25,000 in value and put Bishop content into the new DogTrekker Media Network, multiplying reach across curated dog-travel and outdoor sites



CALIFORNIAFALLCOLOR.COM

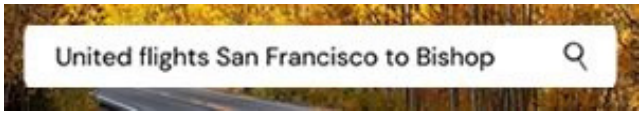
- Website received 94,000 visitors - up 34%
- Bishop homepage ad received 283 clicks
- Inyo County/Bishop mentioned in 5 coordinated news stories with more than 82 million impressions/ $200,000 value
- Weekly media newsletter had an open rate of more than 56% to approximately 400 members of the media

VISIT USA PARKS

- Winter/Spring 2025 Campaign
- 75% international - 25% domestic markets
- 151K Impressions
- 35.6% Engagement Rate
- 5,294 Link Clicks

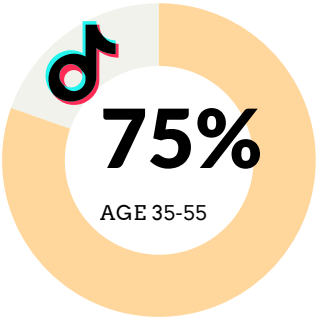


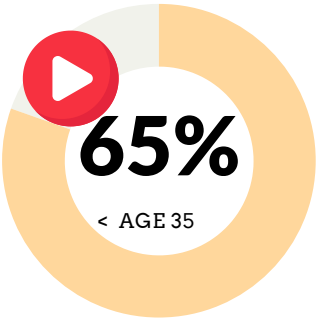
Collaborating with **Ambassador Nick Cote through the Herrmann Global/Visit USA Parks** partnership allowed us to acquire high-value visual photos and great storytelling for the Bishop area. Content theme: "Sunny Winter Escape in Bishop, CA." Given our limited international marketing budget, this initiative strategically leveraged these assets and translated itineraries to reach niche audiences in Germany, France, and the UK. This approach not only provides us with stunning photography but also adds tangible value by driving engagement and generating owned content for our off-peak season.

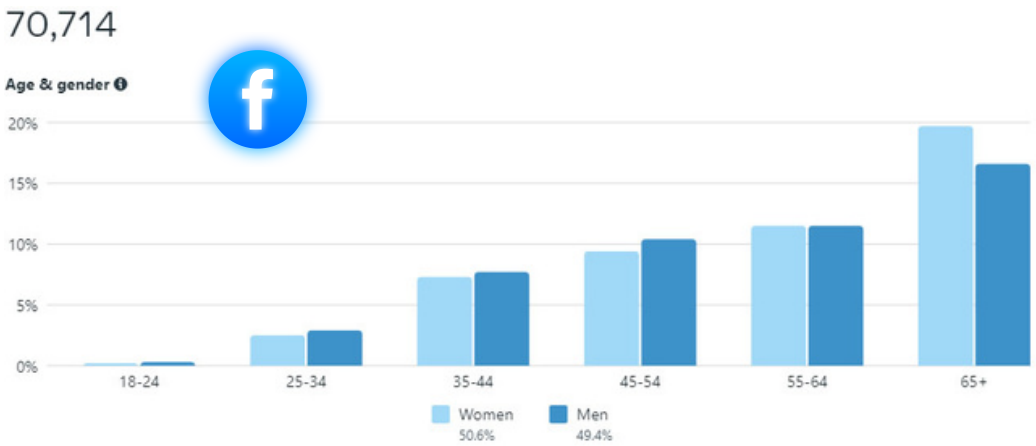


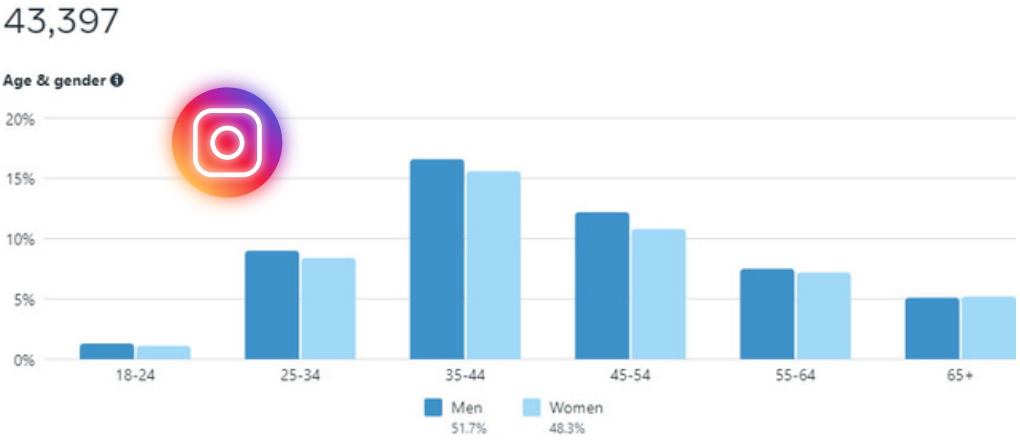
INTENTIONAL INVESTMENTS REACHING A VARIETY OF DEMOGRAPHICS

IN MARKET	Visit Bishop APP	Website	Facebook/Instagram	Book Direct
Los Angeles	Los Angeles	Los Angeles	Los Angeles	Los Angeles
San Diego	San Diego	San Jose	Bishop	Springville
Bakersfield	Sacramento	Sacramento	Bakersfield	Seattle
Reno	Victorville	San Diego	San Diego	Sonora
Sacramento	San Jose	San Francisco	Ridgecrest	Bakersfield
San Francisco	Las Vegas	Las Vegas	Reno	Long Beach
Las Vegas	San Francisco	Seattle	Las Vegas	San Jose
Phoenix	Anaheim	Denver	Riverside	Phoenix
Seattle	Reno	Germany/India/France	Mexico/UK/Canada	Japan/Belgium









REGIONAL COLLABORATION CREATES VITAL PARTNERSHIPS

ALIGNED ADVOCACY/REGIONAL PARTNERSHIPS





We are actively engaged with regional partners including City of Bishop, County of Inyo, High Sierra Visitors Council, Inyo Associates, Mono County, Mammoth Lakes Tourism, Tri-County Fairgrounds, LADWP, USFS, BLM, CalTrans, Sierra Forever, CA Dept. of Fish & Wildlife, Eastern Sierra Business Resource Center and other stakeholders.

We work collaboratively for the betterment of our community, and we actively participate in many projects.

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

ENGAGE TRAVEL TRADE AND MEDIA FOR FAM TRIPS

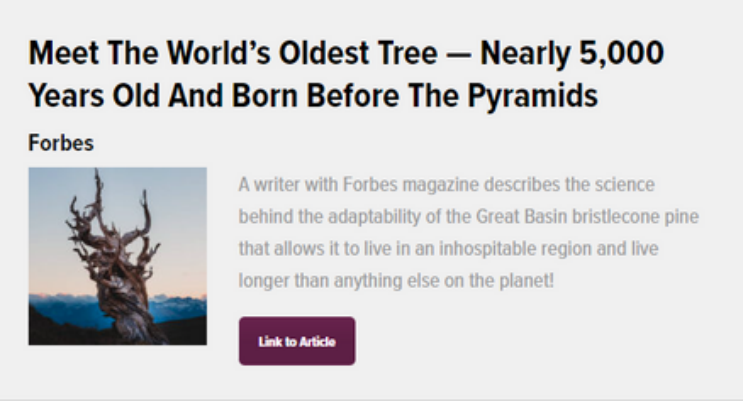
Earned Media = Amplifying Bishop's Reach Through Trusted Voices

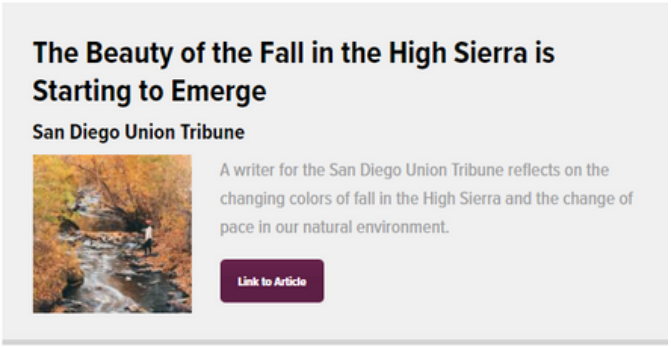
"Earned media" is a vital pillar of the Visit Bishop destination development strategy. While it's sometimes referred to as "free" advertising, that term can be misleading. Earned media refers to publicity that isn't paid for directly—such as articles, blog posts, or social media content—created by third parties like journalists, photographers, or influencers.

The Bishop Chamber recognizes the immense value of cultivating strong relationships with these content creators. We regularly organize familiarization tours (FAMs) to invite media professionals to explore our region firsthand. While we don't script their stories, we provide support—often covering lodging and meals when requested—so they can authentically experience all that Bishop has to offer.

These efforts continue to deliver powerful results. This year alone, Bishop was featured on the cover of the Wall Street Journal App, with an additional spotlight in their travel section. We also proudly hosted a Visit California-led SUPERFAM, bringing even more visibility to our destination through trusted, influential voices.

NEW! MEDIA ROOM





https://bishopvisitor.com/media-room/



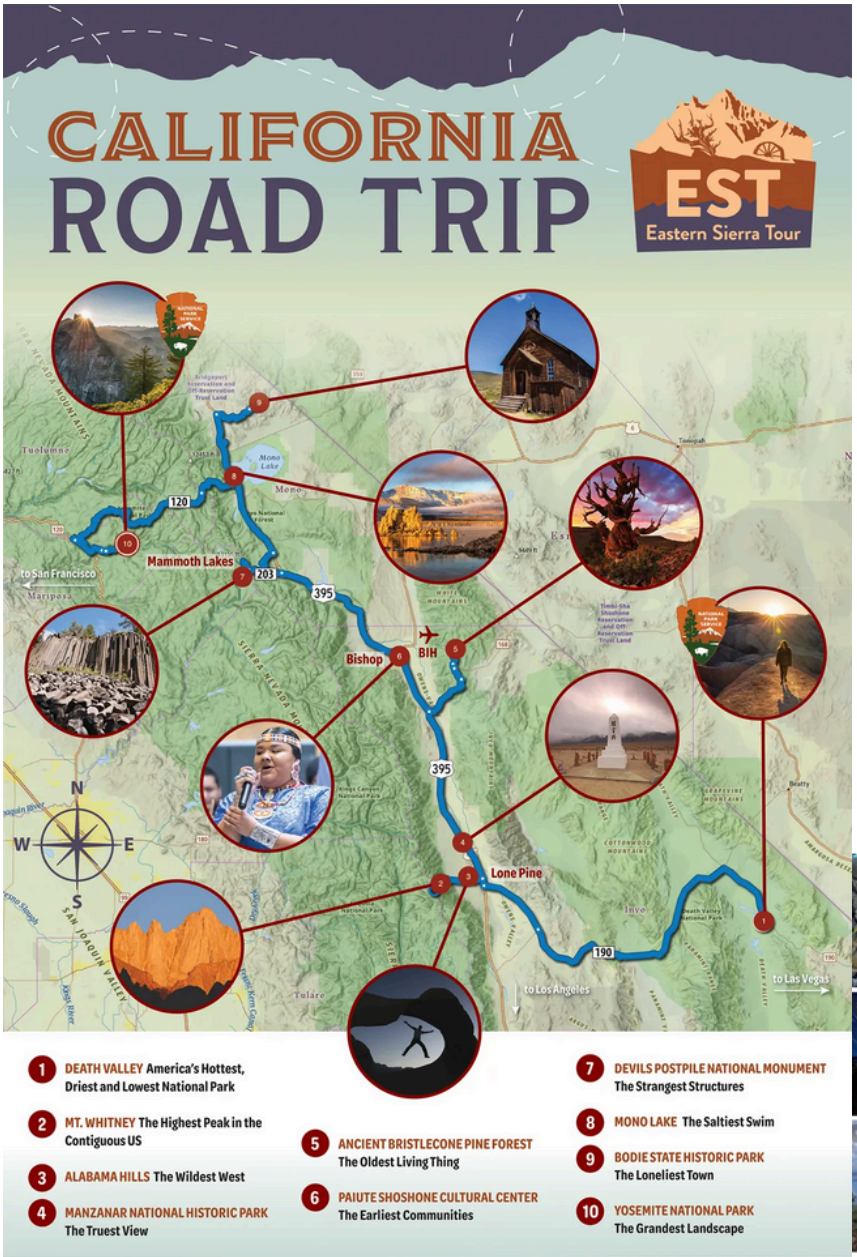
EASTERN SIERRA TOUR

JUNE 2025



visit California

Our collaboration with Mono and Inyo Counties at IPW, the nation's premier travel marketplace, was a resounding success. We leveraged this vital platform to engage with over 5,000 international buyers and media. By showcasing a branded itinerary that features 10 iconic venues from Death Valley to Yosemite, we generated significant interest and secured meetings with over 40 key tour operators and media from Europe, Mexico, Canada, Brazil, Vietnam, and India.



IPW

EST
Eastern Sierra Tour

BUZZWORTHY MOMENTS

- **Tour Operators:** 8-14 night itineraries, want details for itineraries (where to eat, road stops, don't miss along the way with an emphasis on wellness/gentle outdoorsy.
- **Flights:** Ready to book 12-18 months in advance.
- **Freelance Travel Writers:** AFAR, Fodor's, TIME, US News, San Francisco Chronicle, National Geographic, Wall Street Journal
- **More Int'l Media:** Mexico City, Italy, France, Vietnam, Brazil



PARTNER WITH EVENT ORGANIZERS TO ENHANCE **EVENTS**

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

Event Promotion:

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

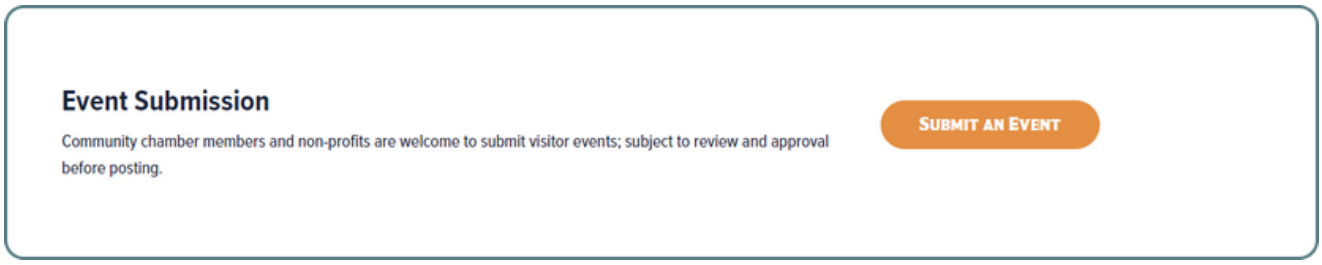
Event Development & Support: BACCVB hosts and supports a diverse range of events in our community. Some are for locals; some are for visitors and many are for both. Bishop Chamber is lead organizer on some events (Blake Jones, Christmas, Media Reception). For other events, we provide varying types of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

New Events: Host staff worked with the Tahoe Trampers, a Lake Tahoe senior hiking group to coordinate a group trip in September 2024. They brought in over 70 individuals to Bishop for hiking, nature appreciation, and local history. Bishop Chamber Executive Director has been working since 2019 with organizers of the US Highpointers Club for their event that will bring 180+ people from across the country to Bishop September 17-21, 2025.

Stay in the know: Discover local festivals, events and community resources on www.bishopvisitor.com.

Be a part of the action: Submit your own event for visitors and locals to enjoy!

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



BISHOP
CHAMBER OF COMMERCE

The Bishop Chamber of Commerce serves as the Owners' Association for BTID, providing guidance, implementation and oversight of BTID funded programs.

The Chamber of Commerce brings added value to the partnership in many other ways:

- Bishop Chamber of Commerce has more than 300 members.
- Membership dues, donations and chamber event revenues support the overall effort to promote our destination.
- Dozens of Chamber Volunteers provide hundreds of hours of service, thus reducing staff expense.
- Chamber-Member Businesses donate thousands of dollars worth of merchandise and gift certificates for event prizes and other fundraising efforts.
- Bishop Chamber hosts networking and educational events that uplift the entire business community.
- Bishop Chamber brings other stakeholders and collaborators together to co-sponsor and enhance projects such as LADWP Responsible Recreation Ad Campaigns, Inyo County and City of Bishop Marketing Services Projects.



EXPANDED PROGRAMS THROUGH PARTNERS: INYO COUNTY

5 MONTH CAMPAIGN (Nov 24-Mar 25)

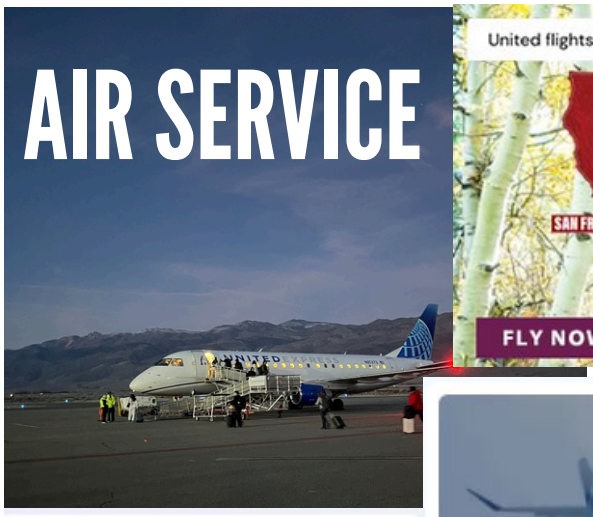
ATTRIBUTION CAMPAIGN

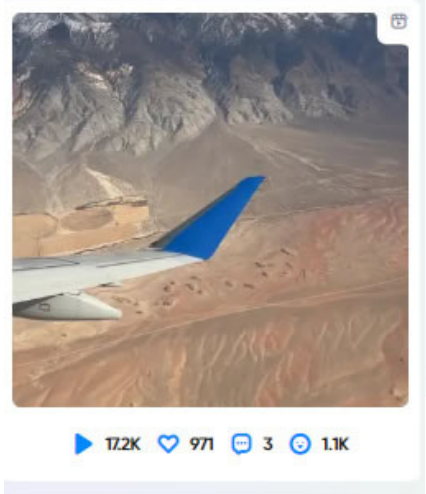
Datafy is a data platform that works with the travel industry, helping destinations understand:

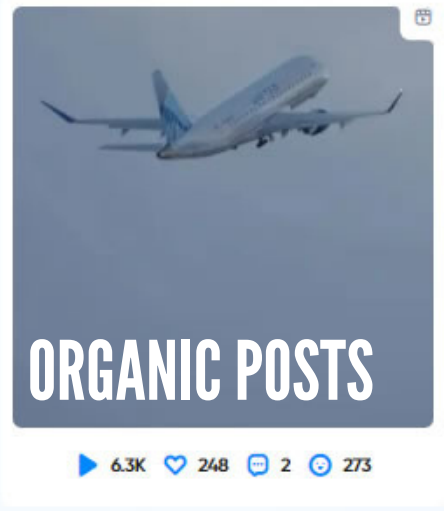
1. Who is coming?
2. Where are they coming from/ origin market?
3. How long are they staying?

They also create campaigns out in the real world, serving ads, then seeing who physically showed up! These are the results based on a hyper-granulated campaign.

- Re-engage past visitors that have come to Bishop
- Create an airport look-a-like campaign that mirrors the in-market behavioral patterns.
- Create a lodging look-a-like campaign to expand reach.







ULTRA -TARGETED ATTRIBUTION CAMPAIGN

EST. CAMPAIGN IMPACT

$615,747.00

EST. ROAS

$41 : $1

EST. SPEND PER DAY

$163.55

For those served ads, these are attributable trips to Bishop

1.5 M
Impressions

3,765
Total Trips

192K
Total Video/Audio Completions

LOCAL FLIGHT DISCOUNTS

- 2023/24 - 622 CLICKS
- 2024/25 - 1030 CLICKS

INFORMATION CENTER: BY THE NUMBERS

- **Open year-round, hours vary by season.**
- **One full-time and three part-time hosts provide outstanding service to guests and locals.**
- **Well trained, professional, courteous, and knowledgeable.**
- **Must handle a vast scope of inquiries in-person, by phone and email.**
- **16,148 guests assisted in 2024**
- **Busiest month is October - 2,443 guests**
- **Next busiest months are June (1,888) and July (1,772)**
- **Slowest months are January (552) and February (535)**

RECREATE RESPONSIBLY: BISHOP CLIMBING RANGERS

Established in the fall of 2019, the Climbing Ranger Program has played a critical role in addressing the impacts of overuse and irresponsible recreation in the Bishop area. This collaborative initiative brings together key partners, including the Bishop Area Climbers Coalition, U.S. Forest Service (USFS), Bureau of Land Management (BLM), Sierra Forever, and private foundations.

Climbing Rangers are on the front lines—providing educational outreach, conducting visitor surveys, sharing current climbing conditions, and leading stewardship efforts to protect and preserve climbing areas. Our organization proudly supports this program by contributing funding and helping amplify its message through strategic social media promotion.



BOOTS ON THE GROUND

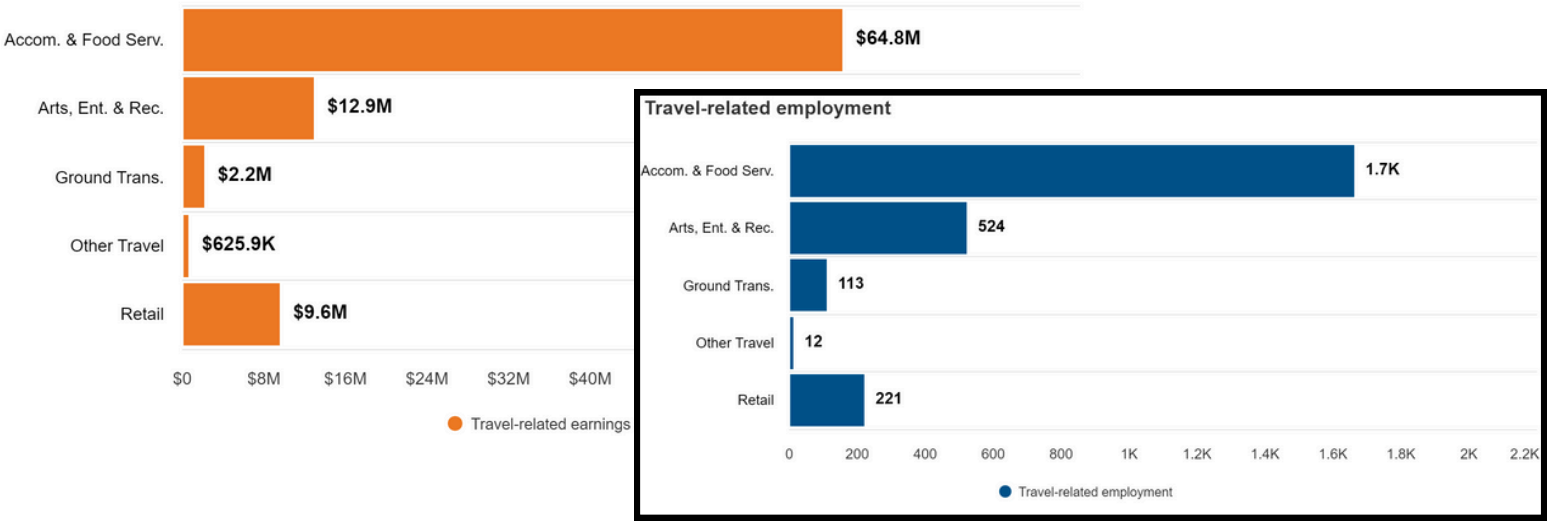
- BISHOP VISITOR HOSTS
- WEEKLY SEASONAL REPORTS
- CLIMBING RANGER CONDITIONS REPORTS
- FISHING REPORTS
- FALL COLOR REPORTS
- WILDFLOWER REPORTS
- INTERNATIONAL SPORTSMEN'S EXPO, SACRAMENTO
- BART HALL, LONG BEACH
- TRAVEL & ADVENTURE SHOW, LOS ANGELES
- PACIFIC COAST SPORTFISHING SHOW, OC
- TRAVEL & ADVENTURE SHOW, BAY AREA
- TRAVEL & ADVENTURE SHOW, DENVER
- US TRAVEL ASSOCIATION IPW CONFERENCE, CHICAGO

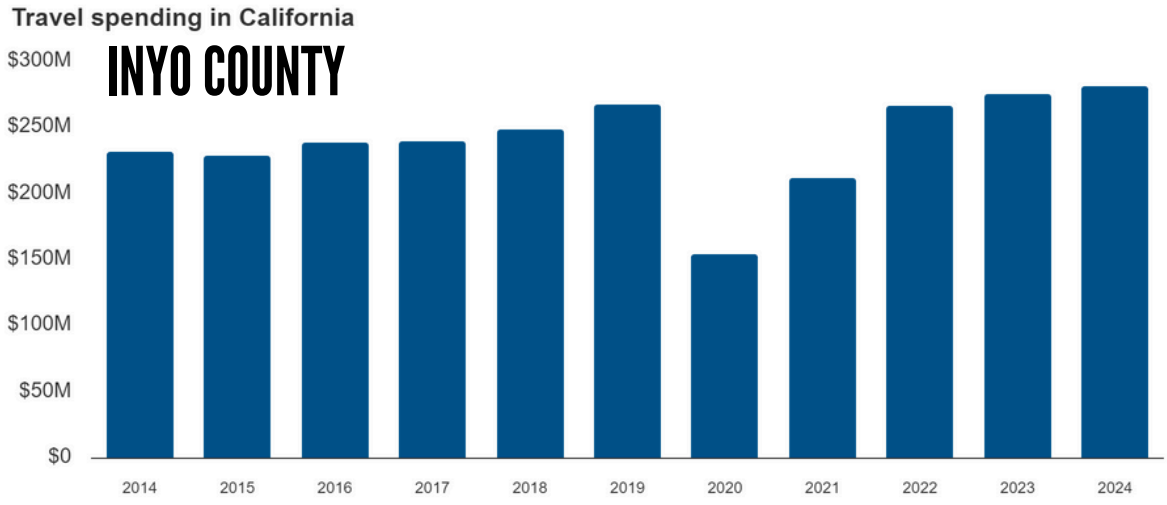
TOURISM TRENDS UNDERSCORE IMPORTANCE OF LOCAL EFFORTS

Visit California, our key marketing partner, plays a vital role in driving demand for travel throughout the state by leveraging compelling content, robust research, and strategic networking initiatives. According to Visit California's latest forecast, overall visitation to the state is expected to decline slightly in 2025 (-0.7%), largely due to a projected 9.2% drop in international travel. This decrease is attributed to global economic pressures, including higher tariffs and negative sentiment toward the U.S. stemming from national trade policies.

Fortunately, Bishop is not currently experiencing the same downward trend. However, these statewide projections serve as a critical reminder: with fewer overall visitors expected, the work we do to attract and engage travelers—particularly domestic audiences—is more important than ever. Strategic, localized marketing efforts will be essential to maintaining momentum and ensuring continued economic vitality for our region.

INYO COUNTY





10 YEAR LOOK FORWARD

Investing in the Future of Bishop Tourism...

Next year's budget, along with long-term revenue projections, reflects more than just the continued support of the BTID through 2029 and beyond. It also represents the unwavering commitment of the City of Bishop and Inyo County to invest in the future of our region as a thriving tourism destination.

As we look ahead, it's imperative that we remain sharply focused on our financial health. The City's approach to fiscal responsibility emphasizes preparedness for unforeseen challenges while also prioritizing strategic investments that support economic development and community well-being. Tourism is a cornerstone of that strategy.

Looking back with a touch of nostalgia, one constant stands out: people ***LOVE*** Bishop—especially for its friendliness. This feeling is rooted in authentic visitor experiences all across town, many of which begin at the Visitor Center. To maintain our welcoming, small-town Main Street atmosphere, a fully staffed Visitor Center remains a key component of our 10-year forward-looking strategy.

Every day, staff at the Visitor Center look guests in the eye, walk them through a map, share local stories, and encourage them to stay another night—or three. This kind of personalized, genuine interaction simply can't be replicated by a digital kiosk. While technology has its place, it can't replace the human connection that makes Bishop stand out. Without a personal touch, visitors are more likely to scan a code and move on to the next town.

We are committed to building on this momentum through strong partnerships and regional collaboration. Our vision for Bishop is rooted in community-based tourism, tied to local traditions and powered by an open invitation that continues to set us apart from other destinations.

Thank you for trusting us with this important work.



FINANCIAL STATEMENT

FY 2024-2025

REVENUE		
BTID (Received 7/1/24-6/30/25)	$	631,082
City of Bishop Marketing Svc. Contract	$	80,000
County of Inyo CPSP Grants	$	23,050
Inyo County Marketing Svc. Contract	$	40,000
Chamber of Commerce Earned Income	$	270,245
ERTC From 2020 & 2021	$	45,540
Total Income	**$**	**1,089,917**

EXPENSES		
Paid Social & Search Engine Ads	$	143,456
Organic Social	$	133,228
Visitor E-News	$	6,267
Brochure Production & Distribution	$	10,652
Outdoor - Signs/Kiosks	$	3,452
Fall Colors Campaign	$	5,200
Website	$	30,675
Other video/photography	$	3,425
Display Ads/Print & Digital	$	50,979
Visit Bishop Mobile App	$	6,987
Analytics	$	41,106
Association Memberships	$	6,684
Travel & Sport Shows	$	36,409
CHSRA State Finals Rodeo	$	9,884
Media Reception	$	3,944
Fam Tours/Influencers	$	4,060
Blake Jones Trout Derby	$	5,869
Volunteer Appreciation Event	$	3,794
Trout Stocking	$	30,582
Climbing Ranger Contribution	$	13,823
Total Staff Expense	$	319,680
Member Development	$	6,906
Community Events	$	7,904
Conferences & Meetings	$	8,835
Facility, ins., office supplies, etc.	$	44,518
Total Expense	**$**	**938,319**

Balance	$	151,598

Distribution of BTID Funds

Sales & Marketing	$	523,569	83%
Visitor Services/Enhancements	$	44,405	7%
Administration	$	63,108	10%
			100%


BIH ✈ SFO ✈ DEN
FLY
TO BISHOP AIRPORT!
RAINBOWS, BROWNS, BROOKIES AND CUTTHROAT
PLUS BASS AND CARP
COME FISH BISHOP YEAR-ROUND
BishopVisitor.com
BISHOP
CALIFORNIA
BEST OF THE WEST NOW EASIER TO ACCESS
SFO ✈ DEN ✈ BIH
DENVER (DEN)
SAN FRANCISCO (SFO)
BISHOP (BIH)
Bishop Chamber of Commerce & Information Center – Downtown Bishop
bishopvisitor.com
(760) 873-8405
FLY TO BISHOP
YEAR-ROUND
Climbing, Hiking, Trail Running & Fishing
Did you kn
Bishop Airport now ha
commercial f
YOU DON'T HAVE TO WAIT 'TIL F
Fun, Family Oriented Fishi
There are many places to fish in the Owens Valley and Eastern Sierra a
many anglers look forward to are the trout derbies! So why not plan yo
honey hole around this year's Inyo County Fishing Derbies - Bishop Tr
Trout Derby, Lone Pine Early Opener and Father's Day Fishing Derby.
(760) 873-8405 BISHOPVISIT
Stay - Explor
Highlight:
The Blake Jones Trout Derby is the largest single day
fishing event in California and has been celebrated
50 years. Named after the late Blake Jones, he inven
modern cheese bait like Powerbait, back in the late
charismatic personality, Blake Jones became a spok
Bishop and the Eastern High Sierra, helping to turn B
year-round California fishing vacation destination.
t will be you, vying for a share in over ten grand in pri
Check out dates for these regional fish de
n bishopvisitor.com/events.
BISHOP:
Where adventure takes flight.
#FlyBishopCA
BIH ✈ SFO ✈ DEN
Seasonal flights connect Bishop Airport to anywhere in the world via San Francisco and Denver!
Meet in
THE MIDDLE
Plan a rendezvous.
Despite being surrounded by millions of acres to explore, one of the unique aspects is Bishop's location. Bishop isn't in the middle of nowhere—it's actually a natural oasis, conveniently situated in the middle of it all! With a variety of activities that appeal to everyone, from kiddos to grandparents young at heart, it's the perfect spot to meet up with family and friends and enjoy quality time together. Even Bishop's lodging options and cuisine covers all tastes.
RR
TRAVELER TIP
We have a wonderful, wild, big backyard here in the Eastern Sierra and we're committed to caring for it. We believe you're here because you also care. Thank you! So, join us and be part of protecting and preserving our public lands.
FLY TO BISHOP! (BIH)

CITY OF

Bishop

Proclamation

RECOGNIZING
DOMESTIC VIOLENCE AWARENESS MONTH
OCTOBER 2025

WHEREAS, although progress has been made toward breaking the cycle of domestic violence and providing support to victims and families of the City of Bishop, much work remains to be done; and

WHEREAS, Wild Iris has served over 1000 survivors of domestic violence and sexual assault over the last year, and advocates, law enforcement officials, health care providers, court systems, tribal organizations, and others are all an integral part of the effort to end domestic violence in the Eastern Sierra and must be recognized and applauded for their work; and

WHEREAS, victims of domestic violence embody incredible strength and resilience; and there is a need to increase public awareness and understanding of domestic violence and the needs of survivors; and

WHEREAS, children exposed to domestic violence can experience long-term consequences including difficulty at school, substance abuse, and serious physical and mental health problems as adults; and

WHEREAS, among families, domestic violence is the third leading cause of homelessness; and

WHEREAS, the Legislature recognizes the vital role that all Californians can play in preventing and one day ending domestic violence.

NOW, THEREFORE BE IT PROCLAIMED that I, Karen Kong, Mayor of the City of Bishop, California, along with the entire City Council, do hereby proclaim October 2025, and each following October, as National Domestic Violence Awareness Month in the City of Bishop.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Bishop to be affixed this 27th day of October, 2025.

Karen M Kong
KAREN KONG, MAYOR



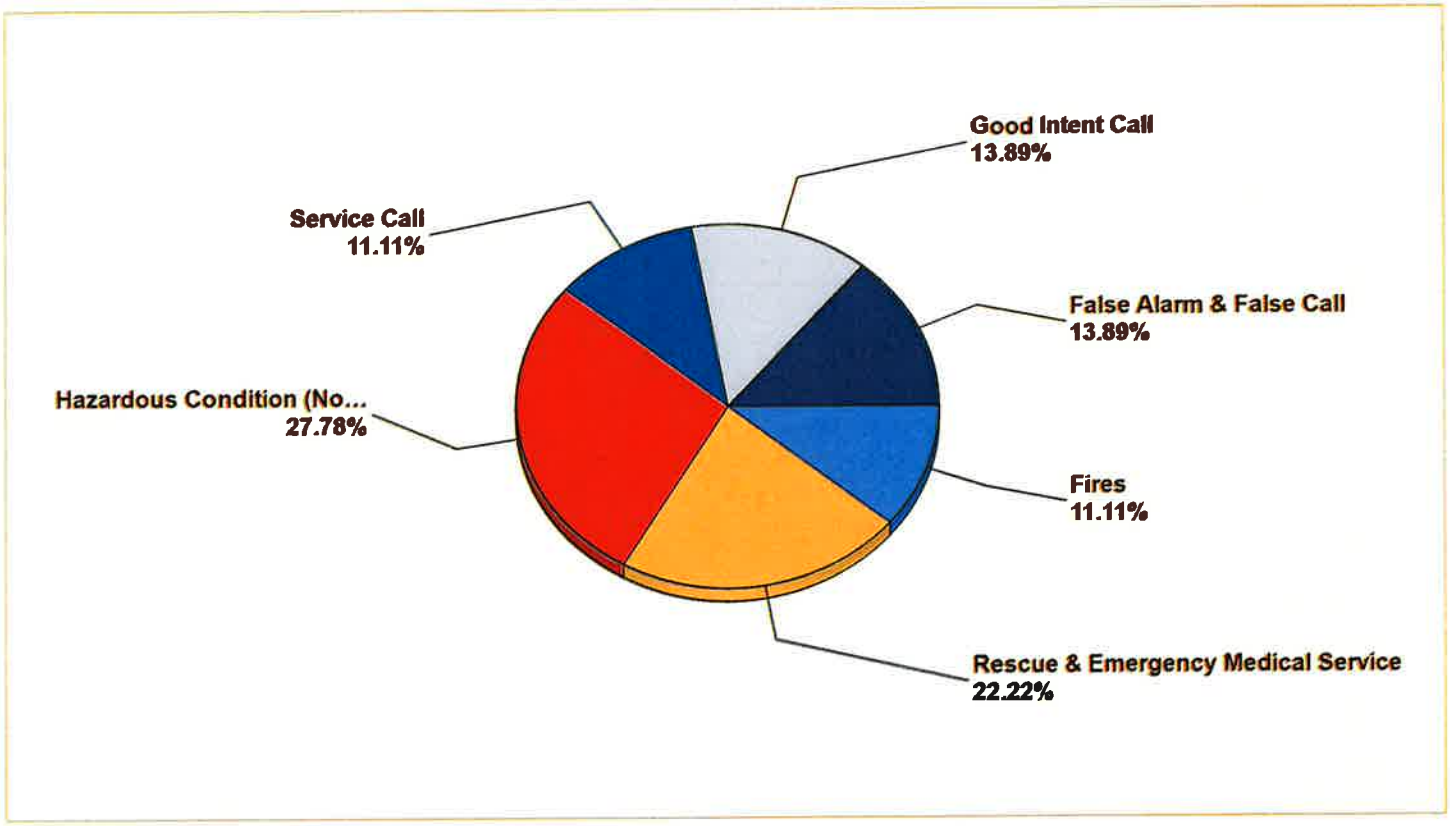
Bishop Fire Department

Bishop, CA

This report was generated on 10/15/2025 5:35:55 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2025 | End Date: 09/30/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	11.11%
Rescue & Emergency Medical Service	8	22.22%
Hazardous Condition (No Fire)	10	27.78%
Service Call	4	11.11%
Good Intent Call	5	13.89%
False Alarm & False Call	5	13.89%
TOTAL	36	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	2.78%
111 - Building fire	1	2.78%
131 - Passenger vehicle fire	1	2.78%
137 - Camper or recreational vehicle (RV) fire	1	2.78%
311 - Medical assist, assist EMS crew	7	19.44%
324 - Motor vehicle accident with no injuries.	1	2.78%
412 - Gas leak (natural gas or LPG)	3	8.33%
413 - Oil or other combustible liquid spill	1	2.78%
424 - Carbon monoxide incident	1	2.78%
444 - Power line down	1	2.78%
445 - Arcing, shorted electrical equipment	2	5.56%
461 - Building or structure weakened or collapsed	1	2.78%
463 - Vehicle accident, general cleanup	1	2.78%
551 - Assist police or other governmental agency	2	5.56%
553 - Public service	1	2.78%
561 - Unauthorized burning	1	2.78%
611 - Dispatched & cancelled en route	2	5.56%
651 - Smoke scare, odor of smoke	3	8.33%
700 - False alarm or false call, other	1	2.78%
733 - Smoke detector activation due to malfunction	1	2.78%
736 - CO detector activation due to malfunction	1	2.78%
743 - Smoke detector activation, no fire - unintentional	1	2.78%
744 - Detector activation, no fire - unintentional	1	2.78%
TOTAL INCIDENTS:	**36**	**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 2025 End of Month Report

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
TOTAL INCIDENTS	**1130**	**1137**	**1317**	**1190**	**1269**	**1140**	**1257**	**1049**	**1119**			
CALLS FOR SERVICE	531	586	814	732	788	719	717	585	652			
OFFICER INITIATED INCIDENTS	599	551	503	458	481	421	540	464	467			
TRAFFIC STOPS	71	68	53	45	41	43	65	29	50			
OTHER OIA INC.	528	483	450	413	440	378	475	435	417			
BUS/BUILDING CHECKS	12	9	4	0	3	4	2	5	4			
VEH/PED CHECKS	48	48	34	41	48	34	47	47	54			
TOTAL OFFICER REPORTS	**94**	**75**	**96**	**92**	**110**	**70**	**79**	**78**	**96**			
ACCIDENT	6	4	3	4	4	6	4	5	7			
CRIMINAL ACCIDENT	1	0	1	4	3	3	3	1	2			
FELONY	12	12	21	12	16	14	12	16	13			
INFORMATION	32	24	35	22	34	18	27	24	25			
INFRACTION	0	1	0	0	0	0	0	0	0			
MISDEMEANOR	43	34	36	50	53	29	33	25	49			
TC WITH INJURIES	1	1	0	1	1	2	1	1	1			
TC NO INJURIES	6	3	4	7	6	7	6	5	8			
TOTAL MISDEMEANOR & FELONY ARRESTS	**28**	**28**	**28**	**44**	**35**	**16**	**24**	**21**	**32**			
MISDEMEANOR ARRESTS	22	23	16	33	27	10	22	16	28			
ADULT	18	20	16	31	23	10	22	16	26			
JUVENILE	4	3	0	2	4	0	0	0	2			
FELONY ARRESTS	6	5	12	11	8	6	2	5	4			
ADULT	6	5	12	10	8	5	2	5	3			
JUVENILE	0	0	0	1	0	1	0	0	1			
CITATIONS	**68**	**60**	**65**	**75**	**70**	**35**	**84**	**40**	**53**			
MOVING	15	15	11	11	7	7	19	8	7			
NON-MOVING	29	22	35	24	27	12	46	18	24			
CRIMINAL	24	23	19	40	36	16	19	14	22			
CAMPING ORDINANCE CONTACTS												
CAMPING ORDINANCE CITATIONS	2	0	0	2	1	0	5	2	1			

		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
DISPATCH PHONE ACTIVITY													
911 CALLS		**185**	**184**	**203**	**201**	**256**	**212**	**234**					
	INBOUND	181	173	197	198	241	200	228					
	ABANDONED	4	11	6	3	15	12	6					
ADMINISTRATIVE CALLS		**931**	**949**	**1228**	**1100**	**1156**	**1229**	**1230**					
	INBOUND	857	610	838	762	761	844	826					
	OUTBOUND	336	337	389	334	381	385	403					
	ABANDONED	8	2	1	4	14	0	1					

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Public Works Report

September 2025

Water

1. Water consumption for the month was down 8% compared to September 2013. Total ground water produced was 50,859,689 gallons.
2. Took monthly bacteria samples.
3. Checked static water levels at Wells #2 and #4.
4. Continued to work with Wood Rodgers on the design for the W. Line water main replacement project, associated Preliminary Engineering Report, and new City Standards.
5. Repaired break in 8" steel line, near 462 West Line Street. This is the fourth patch in this 30 foot section of main line.
6. Removed 8" valve at Elm and Main (MAWE-N) and capped cross, capped 8" valve at Wayfinder and Main (MACS-W) abandoned that section of old water main.
7. Submit all monthly/quarterly reporting to the SWRCB.
8. Started researching and meeting with product representatives for different brands of water meters. Met with HydroPro solutions to learn about Master Meter and Ferguson to learn about Neptune meters. Signed up to participate in a pilot program to test Master Meter and their software.
9. Conducted water meter readings.
10. Conducted PFAS sampling at Well #2 & #4.
11. Replaced two water services on Main Street that were damaged during construction.
12. Verified 80% of water service sizes on West Line Street for line replacement other 20% will be potholed.
13. Sent out an RFP to consultant services for the development of a cross connection control program and specialist services in order to meet the new requirements of the California Cross Control Policy Handbook.

Sewer

1. Periodically check the diversion manhole for obstructions.
2. Continued to serve as the Administrator for the Bishop Area Wastewater Authority.
3. Pulled sludge from digesters at the WWTP.

4. Continue mowing at 40 acres, as a control measure for Whitetop and Xanthium (cocklebur).
5. Clean problem sewer mains and continue with systematic cleaning of sewer system within the city.
6. Work on 5-year sewer main maintenance cleaning of all main sewer lines.
7. Videoing of sewer mains.
8. Attend bi-monthly coordination meeting with ESCSD to discuss and collaborate ongoing operations.
9. Data collecting and logging to strengthen FOG system.
10. Educated a local business on FOG, gained traction with compliance.
11. Met with Lumos and West Yost to tour the wastewater treatment plants.

Streets

1. Routinely checked the Sierra Bike Path for trash and debris.
2. Patched potholes on city streets.
3. Issued multiple encroachment permits and inspect work site before, during, and after work activities to ensure compliance with standards.
4. Trim trees along City Streets.
5. Street sweeping.
6. Attended construction meetings with Caltrans to stay informed and provide support for their Bishop Pavements Project.

Miscellaneous

1. Provide weekly safety meetings for PW crew.
2. Participate in weekly coordination meetings.
3. Marked City utilities for Dig Alert tickets.
4. Performed routine maintenance on Public Works fleet.
5. Continued working on water and sewer rate study project with L&T consultants.
6. Provided traffic control devices for the Friday Night Market on Academy Street.
7. Met with DWP representatives to discuss options for their future sidewalk and drainage improvements along the south side of Mandich Street.

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Community Services Report

September 2025

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 and Participants will be working on fall crafts. Field trips planned are High School Sports and Gymnastics at the City Auditorium. Hired two new Activity Leaders as staff members.

2. The Bishop Park Pool is closed for the 2025 season. Preparations for winterization and season wrap up are being done. Aquatics Coordinator will be conducting staff and operational evaluations. Planning has begun for 2026 season with preparations for Jr. Lifeguard program.

3. Summer camps 2025 are wrapped up for the year and will begin registration in the spring of 2026.

4. Gymnastics Fall registration is open and will start in session September 27th. Winter Gymnastics Sessions are in the planning phase.

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

6. Adult Coed Soccer has 8 teams, and the season is halfway through the regular season. Playoff will be in October starting on the 17th.

7. Adult Fitness with Ashley McLaughlin is in preparation for winter sessions.

Parks and Facilities

1. AYSO Soccer Fall, USA Soccer, and City of Bishop Adult has 13 fields at the City Park. Marking and upkeep of Soccer lines. This allows for multiple age groups and organizations to utilize the City Park.

2. Park staff has started work on Field 1 and Field 2 parking lot planters. This project will include wood planters around the tree wells and removal of existing railroad ties.

3. Pool maintenance occurs daily. Mondays the pool is closed for cleaning our pumps, filters, and deep cleaning.

4. Hosted the Labor Day Art in the Park from Inyo County Arts Council.

5. Hosted the Fall Colors Car Show on October 4th.

6. Removal of flower baskets on Main Street and Waren Street. Checked all irrigation for fall operation.

7. Park Staff and Pool Staff worked together to complete winterization of the Park Pool. This includes draining and cleaning of the pool house, installation of the winter covers, and removal of all interior handrails and swim blocks.

8. Pool Pump Room electrical panel emergency repair, this is necessary for pool circulation. Scheduled power outage for October 23rd.

9. Clean up and irrigation repairs to landscaping on Warren street, City Hall, and Main streets.

10. Seasonal cleaning of flower beds on Main Street and Bishop Chamber.

11. Seasonal routine maintenance of all mowing and landscape equipment.

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 Fall, Irrigation systems will be Audited for function and set for operation.

16. Spring tree trimming at the City Park is ongoing. Park staff continues to perform safety trimming.

17. Repairs of the Park Lift including a new hydraulic pump.

18. Repairs made to Front Restrooms and Talmage Park doors due to vandalism.

19. Preparations for Labor Day Art in the Park.

20. Mowing and cleaning of Field 6/Community Garden Area in preparation for Labor Day.
21. Seasonal staff reduction.

Sunrise

1. Daily routine of trash, debris, and inspections.
2. Leaf clean up at all common areas and residents.
3. Collected rents and payments for utilities.
4. Weekly routine maintenance of all lawns, landscapes, and common areas.
5. Began planning process of street and sidewalk replacement. Consultant has begun to design. Design is complete. We are seeking funding to complete this project.
6. Removal of Elm and Cottonwood trees in all fence lines.
7. The use of Organic Cat-Mase to mitigate feral cats.
8. Currently seeking a part time Staff member to fill a vacant position for maintenance.
9. Irrigation is now on. Staff has installed all water timers and checked for function.
10. Installed Astro-Turf Lawn on unit 23.
11. Hired new part time staff member.

Budget/Administrative

1. Held weekly staff meetings Tuesdays and Wednesdays.
2. Attended by-weekly City Council meetings.
3. Attended weekly Department Head Meetings.

4. Meet with First Choice Solutions and other Community Integrations to discuss integration of special needs participants in Summer Camps.

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

6. The Parks and Recreation Commission meeting in September was cancelled. A special meeting will be held on November 19th at 6pm.

7. Conducted interviews and hired new part-time staff for the Stay and Play program.

8. 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. Communication is ongoing.

9. California Urban Greening Grant has been awarded to the City of Bishop, coordination with the Friends of the Eastern Sierra Community Gardens. Work with selected contractor Clair Concrete Inc. has begun for the Community Garden Enhancement Project. The contractor has ongoing work on concrete paths, pergola, and irrigation. Construction is complete and we continue to work with the Community Gardeners to make purchases.

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

11. Work with Public Works on the Downtown corridor for landscapes, trash receptacles, and benches for the Caltrans Bishop Pavements Project.

12. Field 6 design work continues with Wood Rodgers. Updates will come as we look at design options for this project.

Highlights

1. The City Park Pool closed for the Season. Winterization by Park and Pool staff.

2. Parks staff is focused on Fall Events including the Labor Day Art in the Park, Fall Colors Car Show, Cancer Walk, and BUHS Pickleball Tournament.

3. Working with the Community Gardeners on the Urban Greenig Grant Enhancement Project including communication with CNRA for grant administration. Pak staff has begun planting trees along the Pine to Park Path.

4. Wrapping up the Fall Season with AYSO and Adult Coed Soccer.

5. Planning for Tennis/Pickleball Court resurfacing. Contacted Omnia purchasing for preferred vendors.

6. Working on Field 6 design and steps to move forward with the Field 6 Enhancement Project. Plans to present designs and alternatives to the Parks and Recreation Commission on November 19 at 6pm.

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Planning Department Report

September 2025

1. **LAWP Training Facility and Construction Yard (Wye Road)**
   • Facilitated project kickoff for the rezoning and General Plan Amendment application, including preparation of the CEQA Initial Study.

2. **Eastern Sierra Housing Needs Study**
   • Housing Needs Study presentations scheduled for:
   - Mono County – November 4
   - Mammoth – November 5
   - Bishop – November 10
   - Inyo County – November 18

3. **OpenGov Permitting Platform**
   • Continued implementation of the online permitting system for Planning and Building Department applications.

4. **Parking and Land Use Study**
   • Closed the public survey period and began analysis with the consultant.
   • Total responses: **236** (August 4–September 8, 2025), with **213** from City of Bishop residents.

5. **Ordinance Updates**
   • Drafted updates to the **Accessory Dwelling Unit (ADU) Ordinance** per State requirements.
   • Developed **Specific Plan Overlay Ordinance** to codify Specific Plan policies into the Municipal Code.
   • Advanced work on the **Design Review Ordinance**.

6. **Bishop Inn Hotel**
   • Continued project review; construction anticipated to begin within the next two months.

7. **Grant Management**
   • Progressed on **CDBG CV1-0083** grant closeout for Fire Department PPE storage.

8. **Regional Coordination**
   • Attended **Sierra Industry Shindig – All-Industry Working Group**; received updates on Catalyst-funded project implementation and CSEDD/ESCOG core focus areas.

9. **Community Economic Development Workshops**
   • Participated in **Session #1**.

10. **Planning Commission Training**
    • Conducted training session with City Attorney **Russell Hilderbrand**.

11. **Athletic Field 6 Improvements**
    • Collaborated with City staff to define next steps for the Field 6 improvement project.

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City Administrator's Report
September/October 2025

1. Developer Engagement:

- Met with both current and prospective developers to discuss active and proposed development projects in Bishop. These meetings aim to facilitate investment, ensure alignment with city standards, and support responsible growth.

2. League of California Cities Conference:

- Attended the annual League of California Cities Conference, participating in sessions focused on municipal finance, housing, infrastructure, and local government advocacy.
- Networked with peer cities and discussed shared challenges and best practices.

3. Legislative and Governmental Affairs:

- Met with State and Federal lobbyists to understand current legislative priorities and how Bishop can align its advocacy efforts at the state and national levels.

4. Regional Housing Needs Assessment:

- Met with consultant and other local agencies to assess and understand the Regional Housing Needs Assessment process and its implications for Bishop.

5. Eastern Sierra Council of Governments (ESCOG):

- Participated in the ESCOG meeting to coordinate on regional planning efforts and shared services, and to stay informed on regional developments affecting the City.

6. Emergency Medical Services (EMS):

- Met with Inyo County officials to discuss the County's RFP process for EMS services.

7. Field 6 Improvements:

- Worked with City staff to review progress and next steps on the Field 6 improvement project.
- Focused on project implementation timelines, budget tracking, and coordination with stakeholders.

8. Fire Services Coordination:

- Collaborated with the Fire Chief on various operational and strategic fire service issues.
- Participated in discussions with Bishop Rural Fire Protection District members to improve coordination and service delivery.

9. Internal Operations and Staff Support:

- Continued regular meetings with department heads to address departmental needs, monitor project progress, and support operational effectiveness.
- Engaged with Personnel on a range of staffing and human resource issues, including recruitment, retention, and workplace policies.

10. City Council Engagement:

- Maintained weekly one-on-one meetings with each City Council member to ensure open communication, provide updates, and receive guidance on City matters.

11. Community and Business Relations:

- Met with the Bishop Chamber of Commerce to discuss ongoing partnership opportunities and ensure continued collaboration on business support and community events.
- Met with LADWP officials on current and future projects and on-going relationships.
- Met with various community stakeholders on current issues and projects.

Bishop Area Chamber of Commerce & Information Center

Report to Bishop City Council for Monday October 27, 2025

Prepared by: Tawni Thomson, Executive Director

Relocation Update: Working to secure local contractor to remodel new location at 218-A South Main Street. New lighting, flooring, install slat wall paneling for information center. Plan to close information center operations on November 12, following Veteran's Day holiday which is usually busy. Chamber staff will then work on packing and organizing for moving to new location once it is ready to be occupied.

Regional Collaborations:

- 9/29: participated in meeting with Death Valley partners to gain information about campgrounds, roads and popular sights that have been affected by flooding.
- 9/30 & 10/15: met with Bishop City Administrator Pam Foster.
- 10/2: participated in Community Economic Development workshop at ES Business Resource Center.
- 10/6-10/8: CalTravel Conference. 500+ destination development and tourism professionals gathered in North Lake Tahoe for the annual conference. Julie Faber and Dustin DelGiudice attended on behalf of Bishop Chamber.
- 10/8: participated in meeting with regional partners from USFS, MLT, Mono County and others to gain information about what is open, closed and otherwise affected by Federal shutdown.
- 10/21: participated in meeting with CDFW and other regional partners regarding prevention of Golden Mussels in local waterways.

German Media Fam: *America Journal* is one of the leading German-language travel magazines with an exclusive focus on North America. For over 30 years, it has inspired a quality-conscious, travel-savvy audience with in-depth editorial content, expert insights, and stunning photography. The magazine covers the full spectrum of travel experiences in the US and Canada; from classic road trips and outdoor adventures to cultural highlights, culinary discoveries, and hidden gems. The magazine has a print circulation of 35,500. Through our partnership with Visit California, Bishop Chamber is assisting with a media fam tour for two journalists 10/27-10/29. The article they are working on will cover Lake Tahoe, Mammoth, Bishop and Lone Pine and should publish in December.

Content Contributors/Influencers: Bishop Chamber recently hosted Smilkos Lens and Flying Dawn Marie.

Lodging Metrics:

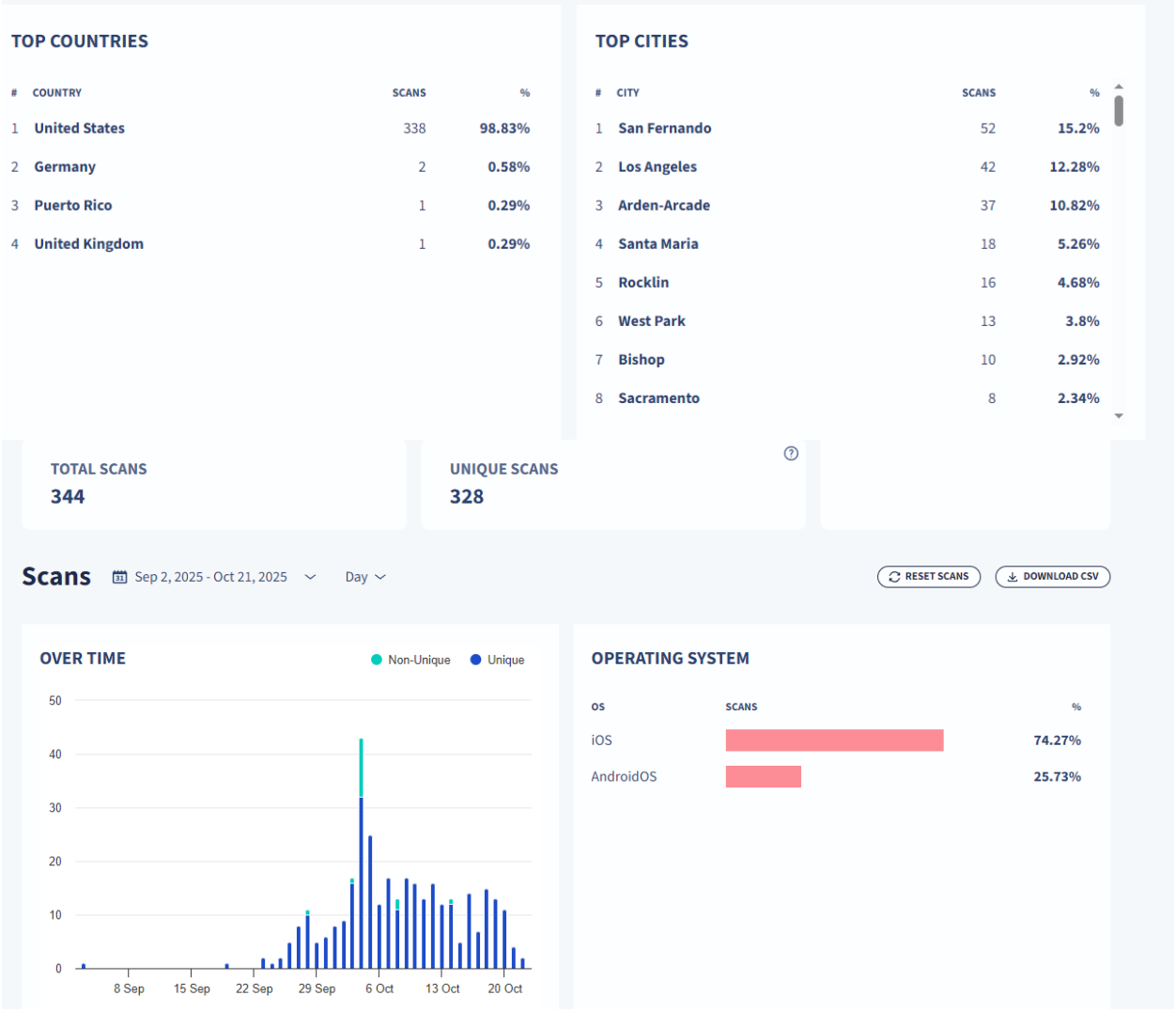
- September occupancy for Bishop hotels was 76.9% (1.7% lower than last year).
- September ADR was $156 (same as last year).
- September occupancy for unincorporated Inyo County was 74.2%
- Nationwide occupancy decreased for seventh consecutive month.
- US occupancy for September was 63.4% - down 1.9% from last year.
- October occupancy in Bishop for first few weeks was strong – 84.9%.

Information Center:

The center has been very busy all through September and October. In October we have averaged 95 interactions per day. Most people are looking for fall color photography locations and many people have inquiries about Federal shutdown impacts.

Seasonal Messaging:

New initiative this year – we took stand-up signs with QR Codes for the Fall Color Tutorial to all hotels and several merchants to help people discover best leaf peeping locations. Very successful – 344 scans.



Partnership with www.californiafallcolor.com has generated good major media coverage including Travel & Leisure, LA Times and SF Chronicle. Bishop Chamber contracts with a local person to submit weekly reports and photos. Also added messaging to encourage mid-week visits and that is working well.

In addition to fall colors, we are currently promoting trail running, golf and fishing, using specific photos to show sunny, warm and dry conditions in the Owens Valley with snowy mountains in the background. This is important as Mammoth Mountain has already started promoting ski season and we don't want to deter people that don't like cold weather.

Parade:
Christmas Parade is set for 12/6. Theme is *"Christmas Through the Decades."* People may dress and decorate parade entries from their favorite era such as rock-n-roll 50's, psychedelic 60's or neon 80's. We hope everyone has fun with it. Will promote the Academy Street market along with the parade marketing. We will also encourage all Main Street shops & restaurants to stay open late that evening, maybe even offer some snacks or specials to take advantage of the crowds gathered for the parade.

Shop Local Raffle: We will continue this project as we have heard from most participants that they are really looking forward to it. Last year 15 local merchants participated, and hundreds of shoppers entered. We have heard from a few merchants that they do not think it is beneficial, and that's okay. It's strictly a voluntary program for those who wish to join in.

Social Push: We are also working on a new initiative to highlight chamber-member businesses during the holiday shopping period by highlighting individual businesses on our social media channels. Details are coming soon.

Preliminary

ITEM 15
HANDOUT

18th DAA, Eastern Sierra Tri-County Fair
Income Statement
September 30, 2025

	Acct. No.	Actual 2024	Prior YTD 9/30/2024	Current YTD 9/30/2025	Budget 2025	Balance of Budget	% Used 2025
OPERATING REVENUES:							
Admissions to Grounds	ADMIS	287,575	230,019	202,775	343,000	140,225	59%
Commercial Space	COMRE	6,770	6,770	17,200	7,600	(9,600)	226%
Carnival	CARN	67,218	67,218	94,690	69,068	(25,622)	137%
Concessions	CONCE	64,257	63,857	82,292	65,500	(16,792)	126%
Exhibits	EXREV	1,317	1,317	2,251	2,100	(151)	107%
Horse Show	HSREV	16,503	16,503	35,867	23,350	(12,517)	154%
Fair Attractions	ETREV	160,860	212,996	272,251	211,000	(61,251)	129%
Miscellaneous Fair	MFREV	145,863	142,863	146,875	122,500	(24,375)	120%
Interim Revenue	INTRE	1,114,599	814,443	855,768	971,115	115,347	88%
Prior Year Revenue Adjustments	PYREV	31,657	345	688	-	(688)	0%
Other Operating Revenue	OTREV	11,114	9,657	88,344	5,900	(82,444)	1497%
TOTAL OPERATING REVENUES		**1,907,732**	**1,565,987**	**1,799,002**	**1,821,133**	**22,131**	**99%**
OPERATING EXPENDITURES:							
Administration	ADEXP	436,401	351,074	262,639	329,958	67,319	80%
Maintenance & General Operations	MNEXP	685,241	541,687	474,972	650,380	175,408	73%
Publicity	PBEXP	70,199	57,345	18,224	50,000	31,776	36%
Attendance Operations	ATEXP	18,798	17,253	63,978	18,848	(45,130)	339%
Miscellaneous Fair	MFEXP	186,538	182,391	151,054	148,016	(3,038)	102%
Premiums	PREXP	4,632	4,632	5,941	5,800	(141)	102%
Exhibits	EXEXP	65,423	21,435	18,453	34,330	15,877	54%
Horse Show	HSEXP	23,756	23,756	14,820	23,250	8,430	64%
Fair Entertainment	ETEXP	462,983	462,983	299,781	388,000	88,219	77%
Interim Expense	INTEX	565,154	409,502	243,686	257,345	13,659	95%
Equipment (Funded by Fair)	EQUIP	19,542	18,446	1,678	-	(1,678)	0%
Prior Year Expense Adjustments	PYEXP	56,210	4,151	2,057	32,000	29,943	6%
Cash (over/under)	CAOS	567	605	276	-	(276)	0%
TOTAL OPERATING EXPENDITURES		**2,595,446**	**2,095,260**	**1,557,559**	**1,937,927**	**380,368**	**80%**
							0%
NET OPERATING PROFIT/(LOSS) BEFORE DEPRECIATION, PENSION, OPEB		**(687,714)**	**(529,273)**	**241,444**	**(116,794)**	**(358,238)**	**-207%**
Depreciation Expense	90000	149,768	112,326	97,298	129,730	32,432	75%
Pension Expense	96000	39,812	-	-	39,812	39,812	0%
OPEB Expense	96001	73,640	-	-	73,640	73,640	0%
NET OPERATING PROFIT/(LOSS) AFTER DEPRECIATION, PENSION, OPEB		**(950,934)**	**(641,598)**	**144,146**	**(359,976)**	**(504,122)**	**-40%**
State Allocation	31200	125,000	77,000	237,000	91,500	(145,500)	259%
Training Allocation & Other Fiscal & Admin Assistance (F&E)	31300	650	650	-	-	-	0%
Capital Project Reimbursement Funds	31900	123,418	123,418	-	-	-	0%
One Time Revenue Source (Campfire)	32500	-	-	-	20,000	20,000	0%
Contributions from other Govt Sources	33000	-	-	-	-	-	0%
Other Funds Used for Operation	34000	94,201	53,543	3,022	-	(3,022)	0%
NET PROFIT/(LOSS) BEFORE DEPRECIATION & PENSION, OPEB		**(344,445)**	**(274,661)**	**481,466**	**(5,294)**	**(486,760)**	**-9095%**
NET PROFIT/(LOSS) AFTER DEPRECIATION & PENSION, OPEB		**(607,665)**	**(386,987)**	**384,168**	**(248,476)**	**(632,644)**	**-155%**

CITY OF BISHOP
P. O. Box 1236
Bishop, CA 93515
City Hall – 760-873-5863

September 23, 2025

MEETING CANCELLATION

The Bishop City Council Regular Meeting scheduled for Monday, October 13, 2025 is cancelled.

The next regular City Council Meeting is scheduled on Monday, October 27, 2025 at 6:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

AUGUST 2025
BUDGET REPORT

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CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	REVENUE					
001-000-31010	PROPERTY TAXES SECURED	.00	.00	670,000.00	670,000.00	.0
001-000-31020	PROPERTY TAXES UNSECURED	.00	.00	50,000.00	50,000.00	.0
001-000-31030	PROPERTY TAXES PRIOR YR.	.00	.00	6,000.00	6,000.00	.0
001-000-31050	PROPERTY TAX HOMEOWNERS	.00	.00	2,600.00	2,600.00	.0
001-000-31060	PROPERTY TAX MISC.	.00	.00	10,000.00	10,000.00	.0
001-000-31065	VLF SWAP/PROPERTY TAX IN LIEU	.00	.00	386,000.00	386,000.00	.0
001-000-31066	VEHICLE LICENSE FEE IN EXCESS	.00	.00	4,800.00	4,800.00	.0
001-000-31120	SALES TAX	.00	.00	5,100,000.00	5,100,000.00	.0
001-000-31126	DWP WATER AGREEMENT PAYMENT	.00	249,134.00	249,134.00	.00	100.0
001-000-31128	SALES TAX 1/2% - PUBLIC SAFETY	.00	.00	15,000.00	15,000.00	.0
001-000-31130	TRANSIENT OCCUPANCY TAX	137,631.81	137,631.81	3,550,000.00	3,412,368.19	3.9
001-000-31131	TOT PENALTIES	32.68	73.92	2,000.00	1,926.08	3.7
001-000-31150	REAL PROPERTY TRANSFER	.00	.00	6,000.00	6,000.00	.0
001-000-32010	BUSINESS LICENSES	684.00	1,395.00	62,500.00	61,105.00	2.2
001-000-32015	SHORT-TERM RENTALS	.00	.00	2,500.00	2,500.00	.0
001-000-32030	PARKING PERMITS	1,200.00	2,700.00	7,000.00	4,300.00	38.6
001-000-32040	USE PERMITS	.00	.00	2,000.00	2,000.00	.0
001-000-32041	ENVIRONMENTAL APPLICATION FEE	.00	.00	500.00	500.00	.0
001-000-32050	BUILDING PERMITS	3,488.76	9,630.23	145,000.00	135,369.77	6.6
001-000-32051	PLANNING FEE	.00	275.34	3,100.00	2,824.66	8.9
001-000-32080	ELECTRICAL FRANCHISE	.00	.00	52,000.00	52,000.00	.0
001-000-32081	CELL TOWER FRANCHISE	.00	3,500.00	42,000.00	38,500.00	8.3
001-000-32082	CANNABIS DEVELOPMENT FEES	.00	.00	75,000.00	75,000.00	.0
001-000-32090	TV FRANCHISE	.00	.00	8,400.00	8,400.00	.0
001-000-33010	INTEREST ON BANK DEPOSITS	41,033.02	82,455.90	480,000.00	397,544.10	17.2
001-000-33020	RENTAL OF REAL PROPERTY	19,227.87	24,805.32	70,000.00	45,194.68	35.4
001-000-33021	INTEREST - GASB 87	.00	.00	42,000.00	42,000.00	.0
001-000-34040	REIMB. FOR HIGHWAY SWEEPING	.00	.00	53,000.00	53,000.00	.0
001-000-34047	REIMBURSEMENT FROM BUSD	.00	.00	80,000.00	80,000.00	.0
001-000-34050	MISC. REV. CAPITAL REPLACEMENT	.00	31,331.00	31,331.00	.00	100.0
001-000-34083	FIRE INSPECTION FEES	.00	50.00	1,000.00	950.00	5.0
001-000-34094	LOCAL RESPONSE STANDBY	.00	.00	1,000.00	1,000.00	.0
001-000-34120	PEACE OFFICER S&T	.00	2,636.57	7,000.00	4,363.43	37.7
001-000-34121	RAN REIMBURSEMENT	.00	.00	28,275.00	28,275.00	.0
001-000-34125	PARKING CITATIONS	.00	.00	15,000.00	15,000.00	.0
001-000-34126	TOW FEES	515.00	1,155.00	3,300.00	2,145.00	35.0
001-000-34135	MANDATED COSTS REIMBURSEMENT	775.00	1,512.00	23,900.00	22,388.00	6.3
001-000-34145	4850 PAY REIMBURSEMENT	6,079.00	6,079.00	.00	(6,079.00)	.0
001-000-35020	STRONG MOTION INST. PROGRAM	23.29	67.74	800.00	732.26	8.5
001-000-35060	CBSC/BUILDING PERMIT	11.00	30.00	200.00	170.00	15.0
001-000-36030	MISCELLANEOUS REVENUE	646.39	646.39	11,100.00	10,453.61	5.8
001-000-36031	RETIREE MEDICAL COPAY	.00	.00	2,600.00	2,600.00	.0
001-000-36040	FINGERPRINTING & REPORTS	2,193.00	6,069.00	22,500.00	16,431.00	27.0
001-000-36041	SUBPOENAS	30.00	30.00	.00	(30.00)	.0
001-000-36042	AB109/REALIGNMENT	.00	.00	103,900.00	103,900.00	.0
001-000-36074	SUMMER PROGRAM TUITION	280.00	22,710.00	41,000.00	18,290.00	55.4
001-000-36078	AFTER SCHOOL PROGRAM	275.00	15,105.00	80,000.00	64,895.00	18.9
001-000-37010	SPECIAL EVENT INSURANCE	600.00	700.00	.00	(700.00)	.0
001-000-39250	SOFTBALL	.00	.00	17,000.00	17,000.00	.0
001-000-39251	SOCCER	4,200.00	4,800.00	4,500.00	(300.00)	106.7
001-000-39255	VOLLEYBALL	.00	.00	1,700.00	1,700.00	.0
001-000-39270	AEROBIC, DANCE, ZUMBA	.00	.00	600.00	600.00	.0

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
001-000-39275	FACILITY RENTAL FEE	180.00	664.00	2,000.00	1,336.00	33.2
001-000-39280	YOUTH PROGRAM	.00	.00	500.00	500.00	.0
001-000-39281	GYMNASTICS	.00	.00	28,000.00	28,000.00	.0
001-000-39290	POOL - PUBLIC SWIM	4,257.00	15,717.00	26,000.00	10,283.00	60.5
001-000-39291	POOL - RENTALS	.00	11,010.00	10,000.00	(1,010.00)	110.1
001-000-39292	POOL - SWIM LESSONS	.00	13,020.00	21,000.00	7,980.00	62.0
001-000-39293	POOL - CONCESSIONS	492.75	2,300.50	3,580.00	1,279.50	64.3
001-000-39294	POOL - WATER FITNESS	774.00	2,160.00	8,000.00	5,840.00	27.0
001-000-39520	INTERGOVERNMENTAL REVENUE	.00	.00	1,000,000.00	1,000,000.00	.0
001-000-39999	REVENUE -TRANSFERS IN	.00	.00	700,000.00	700,000.00	.0
	TOTAL REVENUE	224,629.57	649,394.72	13,372,320.00	12,722,925.28	4.9
	TOTAL FUND REVENUE	224,629.57	649,394.72	13,372,320.00	12,722,925.28	4.9

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	CITY COUNCIL					
001-010-51001	FULL TIME SALARIES	3,807.75	5,620.96	33,500.00	27,879.04	16.8
001-010-51006	VISION INSURANCE	40.91	122.73	600.00	477.27	20.5
001-010-51007	HEALTH INSURANCE	8,609.92	25,829.76	117,785.00	91,955.24	21.9
001-010-51008	DENTAL INSURANCE	444.22	1,332.66	5,582.00	4,249.34	23.9
001-010-51011	MEDICARE TAX	34.44	46.88	490.00	443.12	9.6
001-010-51017	PARS-ARS	49.50	82.50	440.00	357.50	18.8
001-010-51025	RETIREE HEALTH INSURANCE	.00	2,338.80	30,186.00	27,847.20	7.8
001-010-51043	DISABILITY INSURANCE	52.75	158.25	660.00	501.75	24.0
001-010-52011	ADVERTISING & PRINTING	198.95	198.95	1,000.00	801.05	19.9
001-010-52012	OFFICE SUPPLIES & POSTAGE	.00	38.05	400.00	361.95	9.5
001-010-52013	COMMUNICATIONS	.00	247.26	1,700.00	1,452.74	14.5
001-010-52014	MEETINGS & TRAVEL	217.51	1,705.11	15,000.00	13,294.89	11.4
001-010-52015	PROFESSIONAL SERVICES	1,389.15	3,025.60	7,000.00	3,974.40	43.2
001-010-52016	INSURANCE	.00	392.50	750.00	357.50	52.3
001-010-52018	SPECIAL DEPARTMENT SUPPLIES	572.79	1,170.66	9,500.00	8,329.34	12.3
001-010-52019	MISC. DUES & SUBSCRIPTIONS	.00	.00	3,800.00	3,800.00	.0
001-010-52030	ESCOG	.00	.00	25,000.00	25,000.00	.0
001-010-52045	IT	682.09	4,001.61	19,000.00	14,998.39	21.1
001-010-55100	CITY COST PLAN	.00	.00	(37,749.00)	(37,749.00)	.0
	TOTAL CITY COUNCIL	16,099.98	46,312.28	234,644.00	188,331.72	19.7

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	ADMINISTRATION					
001-011-51001	FULL TIME SALARIES	47,155.97	69,372.78	404,426.39	335,053.61	17.2
001-011-51002	PART TIME SALARIES	1,324.62	1,988.55	4,400.00	2,411.45	45.2
001-011-51004	OVERTIME WAGES	.00	145.35	500.00	354.65	29.1
001-011-51006	VISION INSURANCE	39.85	119.55	659.00	539.45	18.1
001-011-51007	HEALTH INSURANCE	2,265.77	6,797.31	29,847.84	23,050.53	22.8
001-011-51008	DENTAL INSURANCE	449.35	1,348.05	5,400.00	4,051.95	25.0
001-011-51010	WORKER'S COMPENSATION	.00	7,846.42	7,885.14	38.72	99.5
001-011-51011	MEDICARE TAX	694.50	1,025.53	5,864.28	4,838.75	17.5
001-011-51017	PARS-ARS	17.22	25.85	57.20	31.35	45.2
001-011-51022	PARS SYSTEM	4,120.35	6,068.07	35,709.72	29,641.65	17.0
001-011-51024	DEFERRED COMPENSATION	1,444.11	2,044.71	7,414.11	5,369.40	27.6
001-011-51025	RETIREE HEALTH INSURANCE	8,694.48	13,041.72	60,030.00	46,988.28	21.7
001-011-51027	PERS EE/ER	7,917.33	11,887.58	67,723.43	55,835.85	17.6
001-011-51029	PERS LS UAL	.00	199,338.28	199,824.00	485.72	99.8
001-011-51042	UNEMPLOYMENT INSURANCE	.00	.00	1,500.00	1,500.00	.0
001-011-51043	DISABILITY & LIFE INSURANCE	166.88	500.64	2,122.00	1,621.36	23.6
001-011-51046	OPEB	4,828.77	7,103.77	41,420.00	34,316.23	17.2
001-011-52006	RECRUITMENT	179.47	179.47	.00	(179.47)	.0
001-011-52008	ADMINISTRATION FEES	270.81	682.75	26,000.00	25,317.25	2.6
001-011-52009	TRAINING	.00	.00	4,000.00	4,000.00	.0
001-011-52011	ADVERTISING & PRINTING	.00	.00	1,000.00	1,000.00	.0
001-011-52012	OFFICE SUPPLIES & POSTAGE	2,673.80	3,242.16	22,000.00	18,757.84	14.7
001-011-52013	COMMUNICATIONS	168.00	336.00	2,900.00	2,564.00	11.6
001-011-52014	MEETINGS & TRAVEL	.00	.00	10,500.00	10,500.00	.0
001-011-52015	PROFESSIONAL SERVICES	4,700.00	6,774.00	188,200.00	181,426.00	3.6
001-011-52018	SPECIAL DEPARTMENT SUPPLIES	442.09	455.86	7,000.00	6,544.14	6.5
001-011-52019	MISC. DUES & SUBSCRIPTIONS	978.07	1,107.07	2,000.00	892.93	55.4
001-011-52045	IT	2,691.41	2,965.00	18,000.00	15,035.00	16.5
001-011-52126	SENIOR W/S PROGRAM DISCOUNT	.00	.00	6,500.00	6,500.00	.0
001-011-53020	VEHICLE OPERATION	100.00	100.00	1,600.00	1,500.00	6.3
001-011-55099	CONTINGENCY	.00	.00	35,000.00	35,000.00	.0
001-011-55100	CITY COST PLAN	.00	.00	(165,534.00)	(165,534.00)	.0
	TOTAL ADMINISTRATION	91,322.85	344,496.47	1,033,949.11	689,452.64	33.3

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FINANCE					
001-012-51001	FULL TIME SALARIES	18,417.14	26,955.66	149,557.13	122,601.47	18.0
001-012-51004	OVERTIME WAGES	.00	145.34	500.00	354.66	29.1
001-012-51006	VISION INSURANCE	21.48	64.44	283.00	218.56	22.8
001-012-51007	HEALTH INSURANCE	2,650.95	7,952.85	34,920.85	26,968.00	22.8
001-012-51008	DENTAL INSURANCE	249.51	748.53	3,000.00	2,251.47	25.0
001-012-51010	WORKER'S COMPENSATION	.00	3,321.65	3,338.04	16.39	99.5
001-012-51011	MEDICARE TAX	259.65	383.44	2,169.37	1,785.93	17.7
001-012-51025	RETIREE HEALTH INSURANCE	1,052.46	1,578.69	7,314.00	5,735.31	21.6
001-012-51027	PERS EE/ER	1,502.82	2,222.26	12,069.38	9,847.12	18.4
001-012-51029	PERS LS UAL	.00	290.84	292.00	1.16	99.6
001-012-51043	DISABILITY & LIFE INSURANCE	66.38	199.14	835.75	636.61	23.8
001-012-51046	OPEB	1,885.89	2,760.22	15,320.00	12,559.78	18.0
001-012-52007	BANK FEES	2,704.24	2,704.24	20,000.00	17,295.76	13.5
001-012-52011	ADVERTISING & PRINTING	.00	.00	200.00	200.00	.0
001-012-52012	OFFICE SUPPLIES & POSTAGE	.00	434.99	5,000.00	4,565.01	8.7
001-012-52014	MEETINGS & TRAVEL	.00	.00	2,000.00	2,000.00	.0
001-012-52015	PROFESSIONAL SERVICES	(12,663.29)	1,500.00	70,000.00	68,500.00	2.1
001-012-52018	SPECIAL DEPARTMENT SUPPLIES	.00	1,519.09	3,200.00	1,680.91	47.5
001-012-52019	MISC. DUES & SUBSCRIPTIONS	.00	34.95	500.00	465.05	7.0
001-012-52045	IT	2,341.94	6,976.01	31,500.00	24,523.99	22.2
001-012-55100	CITY COST PLAN	.00	.00	(50,167.00)	(50,167.00)	.0
	TOTAL FINANCE	18,489.17	59,792.34	311,832.52	252,040.18	19.2
	TREASURER					
001-013-51001	FULL TIME SALARIES	207.69	306.59	1,900.00	1,593.41	16.1
001-013-51011	MEDICARE TAX	3.00	4.43	28.00	23.57	15.8
001-013-51017	PARS-ARS	2.70	4.50	25.00	20.50	18.0
001-013-52045	IT	.00	.00	30.00	30.00	.0
	TOTAL TREASURER	213.39	315.52	1,983.00	1,667.48	15.9
	LEGAL SERVICES					
001-014-52015	PROFESSIONAL SERVICES	16,555.96	16,555.96	175,000.00	158,444.04	9.5
001-014-55040	LITIGATION SERVICES	1,666.40	1,666.40	20,000.00	18,333.60	8.3
001-014-55100	CITY COST PLAN	.00	.00	(24,252.00)	(24,252.00)	.0
	TOTAL LEGAL SERVICES	18,222.36	18,222.36	170,748.00	152,525.64	10.7
	INSURANCE					
001-015-52016	INSURANCE	.00	412,149.00	427,300.00	15,151.00	96.5
001-015-55100	CITY COST PLAN	.00	.00	(59,216.00)	(59,216.00)	.0
	TOTAL INSURANCE	.00	412,149.00	368,084.00	(44,065.00)	112.0

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	BUILDINGS AND GROUNDS					
001-016-51002	PART TIME SALARIES	9,177.85	15,085.96	69,290.00	54,204.04	21.8
001-016-51011	MEDICARE TAX	133.07	218.74	1,006.00	787.26	21.7
001-016-51017	PARS-ARS	119.31	196.12	901.00	704.88	21.8
001-016-51029	PERS LS UAL	.00	1,191.94	1,195.00	3.06	99.7
001-016-52010	UTILITIES	5,000.65	7,209.14	60,000.00	52,790.86	12.0
001-016-52011	ADVERTISING & PRINTING	.00	.00	200.00	200.00	.0
001-016-52013	COMMUNICATIONS	43.19	121.47	6,300.00	6,178.53	1.9
001-016-52015	PROFESSIONAL SERVICES	1,620.00	2,033.02	10,000.00	7,966.98	20.3
001-016-52017	WASTE FEES	186.84	362.68	4,200.00	3,837.32	8.6
001-016-52018	SPECIAL DEPARTMENT SUPPLIES	79.78	553.33	7,000.00	6,446.67	7.9
001-016-52045	IT	108.96	618.51	2,100.00	1,481.49	29.5
001-016-53020	VEHICLE OPERATION	81.56	474.64	4,700.00	4,225.36	10.1
001-016-54023	BUILDING OPERATION	1,594.13	2,336.94	10,000.00	7,663.06	23.4
001-016-56029	CAPITAL EQUIPMENT REPLACEMENT	.00	.00	22,000.00	22,000.00	.0
001-016-57000	LEASE PRINCIPAL	628.50	1,257.00	7,548.00	6,291.00	16.7
	TOTAL BUILDINGS AND GROUNDS	18,773.84	31,659.49	206,440.00	174,780.51	15.3
	IT					
001-017-52015	PROFESSIONAL SERVICES	58,618.80	58,618.80	69,640.00	11,021.20	84.2
001-017-55100	CITY COST PLAN	.00	.00	(9,651.00)	(9,651.00)	.0
	TOTAL IT	58,618.80	58,618.80	59,989.00	1,370.20	97.7
	COMMUNITY PROMOTIONS					
001-019-52130	ECONOMIC DEVELOPMENT	.00	.00	110,000.00	110,000.00	.0
001-019-52131	COMMUNITY SUPPORT	.00	.00	100,000.00	100,000.00	.0
	TOTAL COMMUNITY PROMOTIONS	.00	.00	210,000.00	210,000.00	.0

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	POLICE DEPARTMENT					
001-020-51001	FULL TIME SALARIES	229,263.21	336,420.73	1,996,963.12	1,660,542.39	16.9
001-020-51002	PART TIME SALARIES	1,037.78	1,367.69	61,200.00	59,832.31	2.2
001-020-51003	PART TIME RESERVES	.00	.00	5,000.00	5,000.00	.0
001-020-51004	OVERTIME WAGES	19,319.76	29,925.62	162,000.00	132,074.38	18.5
001-020-51005	WATCH COMMAND SALARIES	700.49	700.49	3,792.50	3,092.01	18.5
001-020-51006	VISION INSURANCE	245.91	737.73	3,284.00	2,546.27	22.5
001-020-51007	HEALTH INSURANCE	43,439.27	130,317.81	516,352.00	386,034.19	25.2
001-020-51008	DENTAL INSURANCE	2,624.54	7,834.56	32,700.00	24,865.44	24.0
001-020-51010	WORKER'S COMPENSATION	.00	168,854.78	169,688.06	833.28	99.5
001-020-51011	MEDICARE TAX	3,568.48	5,285.63	33,164.85	27,879.22	15.9
001-020-51014	FIELD TRAINING	.00	.00	2,400.00	2,400.00	.0
001-020-51015	SHIFT DIFFERENTIAL PAY	3,803.04	5,940.61	26,500.00	20,559.39	22.4
001-020-51017	PARS-ARS	13.48	17.77	1,205.60	1,187.83	1.5
001-020-51024	DEFERRED COMPENSATION	660.45	971.90	7,558.40	6,586.50	12.9
001-020-51025	RETIREE HEALTH INSURANCE	62,968.48	94,452.72	420,000.00	325,547.28	22.5
001-020-51027	PERS EE/ER	52,673.53	78,250.92	473,619.00	395,368.08	16.5
001-020-51029	PERS LS UAL	.00	785,273.34	787,187.00	1,913.66	99.8
001-020-51043	DISABILITY & LIFE INSURANCE	920.33	2,857.90	12,000.00	9,142.10	23.8
001-020-51046	OPEB	22,450.41	33,355.79	204,505.00	171,149.21	16.3
001-020-52006	RECRUITMENT	.00	.00	7,000.00	7,000.00	.0
001-020-52009	TRAINING	1,812.39	4,361.21	25,000.00	20,638.79	17.4
001-020-52010	UTILITIES	1,645.89	2,409.39	19,000.00	16,590.61	12.7
001-020-52011	OUTREACH	2,418.00	3,431.21	7,000.00	3,568.79	49.0
001-020-52012	OFFICE SUPPLIES & POSTAGE	67.39	221.22	3,000.00	2,778.78	7.4
001-020-52013	COMMUNICATIONS	1,993.35	5,392.48	38,000.00	32,607.52	14.2
001-020-52014	MEETINGS & TRAVEL	1,240.50	2,330.80	25,000.00	22,669.20	9.3
001-020-52015	PROFESSIONAL SERVICES	444.60	4,764.60	18,000.00	13,235.40	26.5
001-020-52017	WASTE FEES	.00	.00	350.00	350.00	.0
001-020-52018	SPECIAL DEPARTMENT SUPPLIES	6,624.66	11,704.64	39,000.00	27,295.36	30.0
001-020-52019	MISC. DUES & SUBSCRIPTIONS	604.04	1,152.02	3,800.00	2,647.98	30.3
001-020-52021	FINGERPRINT FEES	1,700.00	1,700.00	13,000.00	11,300.00	13.1
001-020-52024	PROPERTY TAXES	.00	.00	20.00	20.00	.0
001-020-52045	IT	372.32	4,726.00	29,000.00	24,274.00	16.3
001-020-53020	VEHICLE OPERATION	7,926.88	10,391.24	35,000.00	24,608.76	29.7
001-020-54023	BUILDING OPERATION	1,455.82	1,598.92	7,000.00	5,401.08	22.8
001-020-54024	AB 109/REALIGNMENT EXPENSE	.00	.00	103,900.00	103,900.00	.0
001-020-54025	RAN REIMBURSEMENT	660.00	660.00	28,275.00	27,615.00	2.3
001-020-56028	CAPITAL EQUIPMENT	.00	.00	105,000.00	105,000.00	.0
001-020-56030	LOAN PAYMENT	.00	22,144.29	23,000.00	855.71	96.3
001-020-57000	LEASE PRINCIPAL	2,645.98	5,291.96	31,800.00	26,508.04	16.6
	TOTAL POLICE DEPARTMENT	475,300.98	1,764,845.97	5,480,264.53	3,715,418.56	32.2

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	FIRE DEPARTMENT					
001-021-51001	FULL TIME SALARIES	16,135.37	24,869.21	157,892.09	133,022.88	15.8
001-021-51002	PART TIME SALARIES	569.26	837.58	33,342.50	32,504.92	2.5
001-021-51003	STRIKE TEAM PAY	62,098.69	70,018.27	.00	(70,018.27)	.0
001-021-51004	OVERTIME WAGES	688.02	963.34	7,000.00	6,036.66	13.8
001-021-51006	VISION INSURANCE	24.70	61.62	304.00	242.38	20.3
001-021-51007	HEALTH INSURANCE	3,511.94	10,535.82	58,202.00	47,666.18	18.1
001-021-51008	DENTAL INSURANCE	261.68	673.76	3,208.00	2,534.24	21.0
001-021-51009	CITY FIRE CALLOUTS	.00	840.00	50,000.00	49,160.00	1.7
001-021-51010	WORKER'S COMPENSATION	.00	14,489.71	14,561.22	71.51	99.5
001-021-51011	MEDICARE TAX	1,147.35	1,410.39	3,525.00	2,114.61	40.0
001-021-51017	PARS-ARS	633.16	707.10	1,175.00	467.90	60.2
001-021-51018	DUTY TIME	217.69	340.32	3,000.00	2,659.68	11.3
001-021-51024	DEFERRED COMPENSATION	.00	.00	2,283.59	2,283.59	.0
001-021-51025	RETIREE HEALTH INSURANCE	2,264.28	3,396.42	16,000.00	12,603.58	21.2
001-021-51027	PERS EE/ER	2,388.78	3,810.71	19,183.58	15,372.87	19.9
001-021-51029	PERS LS UAL	.00	6,302.62	6,318.00	15.38	99.8
001-021-51041	FIREMAN'S LIFE INSURANCE	.00	.00	4,000.00	4,000.00	.0
001-021-51042	UNEMPLOYMENT INSURANCE	.00	.00	500.00	500.00	.0
001-021-51043	DISABILITY & LIFE INSURANCE	83.41	215.29	888.00	672.71	24.2
001-021-51046	OPEB	1,778.70	2,637.61	15,060.00	12,422.39	17.5
001-021-52006	RECRUITMENT	.00	.00	1,500.00	1,500.00	.0
001-021-52009	TRAINING	.00	53.50	15,000.00	14,946.50	.4
001-021-52010	UTILITIES	1,036.00	1,479.00	16,000.00	14,521.00	9.2
001-021-52011	ADVERTISING & PRINTING	.00	.00	1,200.00	1,200.00	.0
001-021-52012	OFFICE SUPPLIES & POSTAGE	30.87	44.64	600.00	555.36	7.4
001-021-52013	COMMUNICATIONS	455.32	1,145.55	12,000.00	10,854.45	9.6
001-021-52014	MEETINGS & TRAVEL	38.74	38.74	9,000.00	8,961.26	.4
001-021-52015	PROFESSIONAL SERVICES	6,705.63	7,314.20	35,000.00	27,685.80	20.9
001-021-52017	WASTE FEES	146.69	293.38	3,000.00	2,706.62	9.8
001-021-52018	SPECIAL DEPARTMENT SUPPLIES	3,719.79	8,277.66	75,000.00	66,722.34	11.0
001-021-52019	MISC. DUES & SUBSCRIPTIONS	.00	.00	3,000.00	3,000.00	.0
001-021-52024	PROPERTY TAXES	.00	.00	1,000.00	1,000.00	.0
001-021-52045	IT	236.88	675.01	8,000.00	7,324.99	8.4
001-021-53020	VEHICLE OPERATION	2,119.39	2,243.01	33,000.00	30,756.99	6.8
001-021-53022	OFFICE EQUIPMENT OPERATION	36.71	73.42	1,000.00	926.58	7.3
001-021-54023	BUILDING OPERATION	15.05	15.05	3,500.00	3,484.95	.4
001-021-55024	RENTALS	.00	.00	2,000.00	2,000.00	.0
001-021-55101	REFUNDS	.00	.00	200.00	200.00	.0
001-021-56028	CAPITAL EQUIPMENT	.00	.00	75,000.00	75,000.00	.0
	TOTAL FIRE DEPARTMENT	106,344.10	163,762.93	691,442.98	527,680.05	23.7

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	BUILDING					
001-022-51001	FULL TIME SALARIES	3,594.18	5,687.95	49,600.00	43,912.05	11.5
001-022-51006	VISION INSURANCE	5.57	12.96	100.00	87.04	13.0
001-022-51007	HEALTH INSURANCE	239.16	465.74	7,760.19	7,294.45	6.0
001-022-51008	DENTAL INSURANCE	35.64	118.05	860.00	741.95	13.7
001-022-51010	WORKER'S COMPENSATION	.00	983.42	988.27	4.85	99.5
001-022-51011	MEDICARE TAX	52.11	82.28	746.00	663.72	11.0
001-022-51022	PARS SYSTEM	.00	53.63	.00	(53.63)	.0
001-022-51024	DEFERRED COMPENSATION	179.70	254.73	1,000.00	745.27	25.5
001-022-51025	RETIREE HEALTH INSURANCE	2,104.92	3,157.38	15,180.00	12,022.62	20.8
001-022-51027	PERS EE/ER	293.28	483.27	3,900.00	3,416.73	12.4
001-022-51043	DISABILITY & LIFE INSURANCE	10.58	41.04	250.00	208.96	16.4
001-022-51046	OPEB	368.04	581.16	5,270.00	4,688.84	11.0
001-022-52012	OFFICE SUPPLIES & POSTAGE	19.15	113.72	300.00	186.28	37.9
001-022-52013	COMMUNICATIONS	.00	.00	600.00	600.00	.0
001-022-52014	MEETINGS & TRAVEL	.00	.00	5,000.00	5,000.00	.0
001-022-52015	PROFESSIONAL SERVICES	257.79	257.79	105,000.00	104,742.21	.3
001-022-52018	SPECIAL DEPARTMENT SUPPLIES	.00	(32.51)	13,500.00	13,532.51	(.2)
001-022-52019	MISC. DUES & SUBSCRIPTIONS	4.00	8.00	16,260.00	16,252.00	.1
001-022-52045	IT	.00	.00	900.00	900.00	.0
001-022-53020	VEHICLE OPERATION	.00	.00	500.00	500.00	.0
	TOTAL BUILDING	7,164.12	12,268.61	227,714.46	215,445.85	5.4

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	STREET MAINTENANCE					
001-023-51001	FULL TIME SALARIES	22,433.08	33,240.72	205,105.37	171,864.65	16.2
001-023-51002	PART TIME SALARIES	228.20	517.91	7,800.00	7,282.09	6.6
001-023-51004	OVERTIME WAGES	.00	.00	4,600.00	4,600.00	.0
001-023-51006	VISION INSURANCE	27.31	79.32	366.00	286.68	21.7
001-023-51007	HEALTH INSURANCE	3,990.90	11,796.44	55,799.00	44,002.56	21.1
001-023-51008	DENTAL INSURANCE	328.84	927.55	3,844.00	2,916.45	24.1
001-023-51010	WORKER'S COMPENSATION	.00	4,582.31	4,604.92	22.61	99.5
001-023-51011	MEDICARE TAX	328.28	487.50	3,272.36	2,784.86	14.9
001-023-51017	PARS-ARS	2.98	6.75	102.00	95.25	6.6
001-023-51018	DUTY TIME	677.70	1,034.97	3,600.00	2,565.03	28.8
001-023-51022	PARS SYSTEM	2,100.13	3,128.19	16,878.01	13,749.82	18.5
001-023-51024	DEFERRED COMPENSATION	573.06	814.93	3,155.78	2,340.85	25.8
001-023-51025	RETIREE HEALTH INSURANCE	6,895.89	10,173.90	47,800.00	37,626.10	21.3
001-023-51027	PERS EE/ER	3,157.92	4,753.62	25,465.49	20,711.87	18.7
001-023-51029	PERS LS UAL	.00	6,206.69	6,222.00	15.31	99.8
001-023-51043	DISABILITY & LIFE INSURANCE	102.21	285.22	1,145.00	859.78	24.9
001-023-51046	OPEB	2,285.60	3,391.39	19,700.00	16,308.61	17.2
001-023-52010	UTILITIES	4,764.14	7,373.21	69,000.00	61,626.79	10.7
001-023-52012	OFFICE SUPPLIES & POSTAGE	.00	98.36	1,200.00	1,101.64	8.2
001-023-52013	COMMUNICATIONS	10.50	19.18	1,400.00	1,380.82	1.4
001-023-52014	MEETINGS & TRAVEL	166.57	278.64	3,000.00	2,721.36	9.3
001-023-52015	PROFESSIONAL SERVICES	.00	.00	5,400.00	5,400.00	.0
001-023-52017	WASTE FEES	140.04	201.58	4,000.00	3,798.42	5.0
001-023-52018	SPECIAL DEPARTMENT SUPPLIES	926.96	1,613.83	53,500.00	51,886.17	3.0
001-023-52019	MISC. DUES & SUBSCRIPTIONS	540.99	551.98	1,900.00	1,348.02	29.1
001-023-52024	PROPERTY TAXES	.00	.00	300.00	300.00	.0
001-023-52045	IT	58.40	905.45	5,200.00	4,294.55	17.4
001-023-53020	VEHICLE OPERATION	702.04	1,122.04	23,000.00	21,877.96	4.9
001-023-55024	LEASE PROFIT AND LOSS	500.00	500.00	68,000.00	67,500.00	.7
001-023-56027	CAPITAL IMPROVEMENT	.00	.00	1,000,000.00	1,000,000.00	.0
001-023-56028	CAPITAL EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
001-023-56031	CAPITAL IMPROVEMENT PROGRAM	.00	.00	350,000.00	350,000.00	.0
001-023-56034	LEASE PRINCIPAL	473.93	947.86	5,700.00	4,752.14	16.6
	TOTAL STREET MAINTENANCE	51,415.67	95,039.54	2,031,059.93	1,936,020.39	4.7

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PARKS AND RECREATION					
001-031-51001	FULL TIME SALARIES	38,214.48	56,056.61	318,705.96	262,649.35	17.6
001-031-51002	PART TIME SALARIES	31,128.94	44,063.35	215,250.00	171,186.65	20.5
001-031-51004	OVERTIME WAGES	.00	307.70	8,000.00	7,692.30	3.9
001-031-51006	VISION INSURANCE	58.30	174.90	775.00	600.10	22.6
001-031-51007	HEALTH INSURANCE	11,192.90	33,578.69	147,443.59	113,864.90	22.8
001-031-51008	DENTAL INSURANCE	677.24	2,031.72	8,130.00	6,098.28	25.0
001-031-51010	WORKER'S COMPENSATION	.00	9,049.53	9,094.19	44.66	99.5
001-031-51011	MEDICARE TAX	970.67	1,404.10	8,020.95	6,616.85	17.5
001-031-51017	PARS-ARS	404.68	572.82	2,910.00	2,337.18	19.7
001-031-51022	PARS SYSTEM	6,467.46	9,509.02	55,000.00	45,490.98	17.3
001-031-51024	DEFERRED COMPENSATION	615.15	903.01	5,240.00	4,336.99	17.2
001-031-51025	RETIREE HEALTH INSURANCE	9,478.10	14,217.15	62,568.00	48,350.85	22.7
001-031-51027	PERS EE/ER	7,057.25	10,775.26	61,600.00	50,824.74	17.5
001-031-51029	PERS LS UAL	.00	12,851.60	12,883.00	31.40	99.8
001-031-51042	UNEMPLOYMENT INSURANCE	.00	.00	1,500.00	1,500.00	.0
001-031-51043	DISABILITY & LIFE INSURANCE	181.21	543.63	2,264.00	1,720.37	24.0
001-031-51046	OPEB	3,913.15	5,740.18	32,645.00	26,904.82	17.6
001-031-52009	TRAINING	.00	.00	3,000.00	3,000.00	.0
001-031-52010	UTILITIES	394.06	7,305.08	50,000.00	42,694.92	14.6
001-031-52011	ADVERTISING & PRINTING	.00	.00	500.00	500.00	.0
001-031-52012	OFFICE SUPPLIES & POSTAGE	.00	.00	300.00	300.00	.0
001-031-52013	COMMUNICATIONS	165.18	1,127.86	6,000.00	4,872.14	18.8
001-031-52014	MEETINGS & TRAVEL	.00	143.51	4,000.00	3,856.49	3.6
001-031-52015	PROFESSIONAL SERVICES	64.00	1,444.00	28,000.00	26,556.00	5.2
001-031-52017	WASTE FEES	2,124.04	3,868.40	32,450.00	28,581.60	11.9
001-031-52018	SPECIAL DEPARTMENT SUPPLIES	4,236.74	7,224.86	80,000.00	72,775.14	9.0
001-031-52019	MISC. DUES & SUBSCRIPTIONS	40.99	60.99	3,000.00	2,939.01	2.0
001-031-52045	IT	881.23	7,237.35	19,500.00	12,262.65	37.1
001-031-53020	VEHICLE OPERATION	771.38	771.38	10,000.00	9,228.62	7.7
001-031-53021	SPECIAL EQUIPMENT OPERATION	.00	.00	10,000.00	10,000.00	.0
001-031-55024	RENTALS	.00	1,312.00	70,595.00	69,283.00	1.9
001-031-55025	CHAMBER OF COMMERCE	.00	.00	1,000.00	1,000.00	.0
001-031-55050	PARK RENOVATION	15,000.00	15,000.00	30,000.00	15,000.00	50.0
001-031-56027	CAPITAL IMPROVEMENT	700.00	700.00	70,000.00	69,300.00	1.0
001-031-56028	CAPITAL EQUIPMENT	.00	.00	47,000.00	47,000.00	.0
001-031-57000	LEASE PRINCIPAL	628.50	1,257.00	7,560.00	6,303.00	16.6
001-031-58030	URBAN GREENING GRANT	658.88	974.23	50,000.00	49,025.77	2.0
	TOTAL PARKS AND RECREATION	136,024.53	250,205.93	1,474,934.69	1,224,728.76	17.0

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PLANNING					
001-034-51001	FULL TIME SALARIES	13,000.48	19,411.44	110,466.30	91,054.86	17.6
001-034-51002	PART TIME SALARIES	.00	.00	5,000.00	5,000.00	.0
001-034-51004	OVERTIME WAGES	.00	.00	500.00	500.00	.0
001-034-51006	VISION INSURANCE	10.55	30.33	166.00	135.67	18.3
001-034-51007	HEALTH INSURANCE	2,349.49	6,960.33	32,562.95	25,602.62	21.4
001-034-51008	DENTAL INSURANCE	105.18	319.43	1,420.00	1,100.57	22.5
001-034-51010	WORKER'S COMPENSATION	.00	2,380.07	2,391.82	11.75	99.5
001-034-51011	MEDICARE TAX	177.67	263.34	1,716.30	1,452.96	15.3
001-034-51017	PARS-ARS	.00	.00	65.00	65.00	.0
001-034-51022	PARS SYSTEM	.00	18.77	.00	(18.77)	.0
001-034-51024	DEFERRED COMPENSATION	.00	1.79	200.00	198.21	.9
001-034-51025	RETIREE HEALTH INSURANCE	2,104.92	3,157.38	14,718.00	11,560.62	21.5
001-034-51027	PERS EE/ER	1,423.34	2,152.20	8,802.35	6,650.15	24.5
001-034-51029	PERS LS UAL	.00	1,196.58	1,200.00	3.42	99.7
001-034-51043	DISABILITY & LIFE INSURANCE	52.89	161.92	790.00	628.08	20.5
001-034-51046	OPEB	1,331.26	1,987.30	11,175.00	9,187.70	17.8
001-034-52011	ADVERTISING & PRINTING	.00	519.81	.00	(519.81)	.0
001-034-52012	OFFICE SUPPLIES & POSTAGE	109.75	147.80	2,500.00	2,352.20	5.9
001-034-52013	COMMUNICATIONS	.00	.00	550.00	550.00	.0
001-034-52014	MEETINGS & TRAVEL	(212.00)	808.00	5,500.00	4,692.00	14.7
001-034-52015	PROFESSIONAL SERVICES	1,627.50	1,627.50	172,000.00	170,372.50	1.0
001-034-52018	SPECIAL DEPARTMENT SUPPLIES	.00	5.51	2,000.00	1,994.49	.3
001-034-52019	MISC. DUES & SUBSCRIPTIONS	520.00	540.00	1,000.00	460.00	54.0
001-034-52045	IT	20.47	1,320.29	6,000.00	4,679.71	22.0
001-034-53025	LAFCO	.00	.00	15,000.00	15,000.00	.0
	TOTAL PLANNING	22,621.50	43,009.79	395,723.72	352,713.93	10.9
	AFTER SCHOOL PROGRAM					
001-035-51002	PART TIME SALARIES	6,283.07	8,134.57	69,800.00	61,665.43	11.7
001-035-51011	MEDICARE TAX	91.14	117.98	1,015.00	897.02	11.6
001-035-51017	PARS-ARS	81.64	105.71	910.00	804.29	11.6
001-035-52010	UTILITIES	.00	.00	3,500.00	3,500.00	.0
001-035-52015	PROFESSIONAL SERVICES	.00	.00	250.00	250.00	.0
001-035-52018	SPECIAL DEPARTMENT SUPPLIES	164.38	395.17	12,000.00	11,604.83	3.3
001-035-52045	IT	110.81	222.20	1,200.00	977.80	18.5
	TOTAL AFTER SCHOOL PROGRAM	6,731.04	8,975.63	88,675.00	79,699.37	10.1

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	POOL					
001-037-51002	PART TIME SALARIES	44,624.49	80,998.81	224,020.00	143,021.19	36.2
001-037-51011	MEDICARE TAX	647.05	1,174.48	3,300.00	2,125.52	35.6
001-037-51017	PARS-ARS	580.13	1,053.00	2,950.00	1,897.00	35.7
001-037-52009	TRAINING	.00	.00	2,500.00	2,500.00	.0
001-037-52010	UTILITIES	463.60	1,418.03	30,000.00	28,581.97	4.7
001-037-52013	COMMUNICATIONS	.00	.00	1,000.00	1,000.00	.0
001-037-52014	MEETINGS & TRAVEL	.00	.00	2,000.00	2,000.00	.0
001-037-52015	PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.0
001-037-52018	SPECIAL DEPARTMENT SUPPLIES	4,999.85	9,346.97	61,000.00	51,653.03	15.3
001-037-52045	IT	323.43	849.92	6,000.00	5,150.08	14.2
001-037-52047	CONCESSIONS	696.89	2,147.40	3,580.00	1,432.60	60.0
001-037-53021	SPECIAL EQUIPMENT OPERATION	.00	.00	7,000.00	7,000.00	.0
001-037-56028	CAPITAL EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
	TOTAL POOL	52,335.44	96,988.61	358,350.00	261,361.39	27.1
	SUMMER CAMP					
001-038-51002	PART TIME SALARIES	8,884.94	15,807.21	40,210.00	24,402.79	39.3
001-038-51011	MEDICARE TAX	128.82	229.18	585.00	355.82	39.2
001-038-51017	PARS-ARS	115.51	205.52	525.00	319.48	39.2
001-038-52010	UTILITIES	.00	.00	500.00	500.00	.0
001-038-52011	ADVERTISING & PRINTING	.00	.00	450.00	450.00	.0
001-038-52015	PROFESSIONAL SERVICES	.00	.00	10,000.00	10,000.00	.0
001-038-52018	SPECIAL DEPARTMENT SUPPLIES	1,989.71	3,155.03	8,200.00	5,044.97	38.5
001-038-52045	IT	.00	.00	150.00	150.00	.0
	TOTAL SUMMER CAMP	11,118.98	19,396.94	60,620.00	41,223.06	32.0
	TOTAL FUND EXPENDITURES	1,090,796.75	3,426,060.21	13,406,454.94	9,980,394.73	25.6
	NET REVENUE OVER EXPENDITURES	(866,167.18)	(2,776,665.49)	(34,134.94)	2,742,530.55	(8134.

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
002-000-33010	INTEREST ON BANK DEPOSITS	10,923.24	22,044.35	121,800.00	99,755.65	18.1
002-000-39017	SEWER MISCELLANEOUS	30.00	30.00	6,000.00	5,970.00	.5
002-000-39020	SEWER SERVICE COLLECTION	119,759.27	239,564.74	1,400,000.00	1,160,435.26	17.1
002-000-39023	SEWER SERVICE PENALTIES	66.57	292.66	1,000.00	707.34	29.3
002-000-39075	INTERGOVERNMENTAL REVENUE	.00	.00	675,000.00	675,000.00	.0
	TOTAL REVENUE	130,779.08	261,931.75	2,203,800.00	1,941,868.25	11.9
	TOTAL FUND REVENUE	130,779.08	261,931.75	2,203,800.00	1,941,868.25	11.9

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SEWER					
002-051-51001	FULL TIME SALARIES	28,206.68	42,038.69	262,033.89	219,995.20	16.0
002-051-51002	PART TIME SALARIES	354.96	872.29	8,320.00	7,447.71	10.5
002-051-51004	OVERTIME WAGES	.00	.00	8,684.00	8,684.00	.0
002-051-51006	VISION INSURANCE	37.93	108.00	512.00	404.00	21.1
002-051-51007	HEALTH INSURANCE	6,318.33	18,564.83	90,377.00	71,812.17	20.5
002-051-51008	DENTAL INSURANCE	426.65	1,230.44	5,381.00	4,150.56	22.9
002-051-51010	WORKER'S COMPENSATION	.00	6,444.52	6,476.32	31.80	99.5
002-051-51011	MEDICARE TAX	413.68	619.02	4,222.34	3,603.32	14.7
002-051-51017	PARS-ARS	4.62	11.35	110.00	98.65	10.3
002-051-51018	DUTY TIME	1,054.20	1,609.96	6,240.00	4,630.04	25.8
002-051-51022	PARS SYSTEM	3,266.86	4,890.80	26,254.79	21,363.99	18.6
002-051-51024	DEFERRED COMPENSATION	556.95	805.41	3,883.18	3,077.77	20.7
002-051-51025	RETIREE HEALTH INSURANCE	6,895.89	10,173.90	48,000.00	37,826.10	21.2
002-051-51027	PERS EE/ER	4,353.17	6,573.10	36,480.88	29,907.78	18.0
002-051-51029	PERS LS UAL	.00	161,843.94	162,239.00	395.06	99.8
002-051-51043	DISABILITY & LIFE INSURANCE	131.52	381.05	1,590.00	1,208.95	24.0
002-051-51046	OPEB	2,870.44	4,284.85	25,390.00	21,105.15	16.9
002-051-52010	UTILITIES	1,404.03	1,784.87	28,400.00	26,615.13	6.3
002-051-52012	OFFICE SUPPLIES & POSTAGE	81.05	222.88	7,300.00	7,077.12	3.1
002-051-52013	COMMUNICATIONS	10.50	19.18	2,700.00	2,680.82	.7
002-051-52014	MEETINGS & TRAVEL	1,590.08	1,702.15	4,000.00	2,297.85	42.6
002-051-52015	PROFESSIONAL SERVICES	1,200.00	1,833.79	71,400.00	69,566.21	2.6
002-051-52017	WASTE FEES	490.97	904.19	5,600.00	4,695.81	16.2
002-051-52018	SPECIAL DEPARTMENT SUPPLIES	299.54	986.66	74,300.00	73,313.34	1.3
002-051-52019	MISC. DUES & SUBSCRIPTIONS	18.99	31.98	3,800.00	3,768.02	.8
002-051-52045	IT	58.40	1,305.45	2,700.00	1,394.55	48.4
002-051-53020	VEHICLE OPERATION	699.20	1,119.20	20,000.00	18,880.80	5.6
002-051-55023	SMALL CLAIMS	.00	.00	100.00	100.00	.0
002-051-55024	RENTALS	.00	.00	1,000.00	1,000.00	.0
002-051-55100	CITY COST PLAN	.00	.00	165,264.00	165,264.00	.0
002-051-55101	REFUNDS	.00	.00	2,000.00	2,000.00	.0
002-051-56025	DEPRECIATION	.00	.00	140,000.00	140,000.00	.0
002-051-56027	CAPITAL IMPROVEMENT	29,518.37	29,518.37	718,000.00	688,481.63	4.1
002-051-56028	CAPITAL EQUIPMENT	.00	.00	40,000.00	40,000.00	.0
002-051-57000	LEASE PRINCIPAL	473.93	947.86	5,800.00	4,852.14	16.3
	TOTAL SEWER	90,736.94	300,828.73	1,988,558.40	1,687,729.67	15.1
	TOTAL FUND EXPENDITURES	90,736.94	300,828.73	1,988,558.40	1,687,729.67	15.1
	NET REVENUE OVER EXPENDITURES	40,042.14	(38,896.98)	215,241.60	254,138.58	(18.1)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
004-000-33010	INTEREST ON BANK DEPOSITS	10,331.56	20,825.30	71,360.00	50,534.70	29.2
004-000-39012	WATER SERVICE COLLECTION	94,692.71	189,421.72	1,100,000.00	910,578.28	17.2
004-000-39013	WATER SERVICE PENALTIES	52.33	230.05	900.00	669.95	25.6
004-000-39017	WATER MISCELLANEOUS	30.00	30.00	20,000.00	19,970.00	.2
	TOTAL REVENUE	105,106.60	210,507.07	1,192,260.00	981,752.93	17.7
	TOTAL FUND REVENUE	105,106.60	210,507.07	1,192,260.00	981,752.93	17.7

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	WATER					
004-050-51001	FULL TIME SALARIES	23,022.08	34,360.24	217,049.16	182,688.92	15.8
004-050-51002	PART TIME SALARIES	304.26	730.55	8,430.00	7,699.45	8.7
004-050-51004	OVERTIME WAGES	.00	.00	9,194.00	9,194.00	.0
004-050-51006	VISION INSURANCE	31.67	89.79	429.00	339.21	20.9
004-050-51007	HEALTH INSURANCE	5,432.82	15,946.00	78,020.00	62,074.00	20.4
004-050-51008	DENTAL INSURANCE	370.10	1,036.84	4,505.00	3,468.16	23.0
004-050-51010	WORKER'S COMPENSATION	.00	5,408.80	5,435.49	26.69	99.5
004-050-51011	MEDICARE TAX	337.81	506.02	3,570.90	3,064.88	14.2
004-050-51017	PARS-ARS	3.93	9.46	110.00	100.54	8.6
004-050-51018	DUTY TIME	903.60	1,379.96	6,604.00	5,224.04	20.9
004-050-51022	PARS SYSTEM	2,800.21	4,196.01	22,503.53	18,307.52	18.7
004-050-51024	DEFERRED COMPENSATION	419.64	610.49	3,200.00	2,589.51	19.1
004-050-51025	RETIREE HEALTH INSURANCE	9,194.52	13,565.20	63,756.60	50,191.40	21.3
004-050-51027	PERS EE/ER	3,765.15	5,736.94	29,681.20	23,944.26	19.3
004-050-51029	PERS LS UAL	.00	125,338.78	125,645.00	306.22	99.8
004-050-51043	DISABILITY & LIFE INSURANCE	115.92	323.62	1,400.00	1,076.38	23.1
004-050-51046	OPEB	2,342.18	3,501.42	21,200.00	17,698.58	16.5
004-050-52010	UTILITIES	662.52	5,281.11	48,000.00	42,718.89	11.0
004-050-52012	OFFICE SUPPLIES & POSTAGE	81.05	219.09	6,800.00	6,580.91	3.2
004-050-52013	COMMUNICATIONS	9.00	16.44	3,700.00	3,683.56	.4
004-050-52014	MEETINGS & TRAVEL	142.78	238.85	4,000.00	3,761.15	6.0
004-050-52015	PROFESSIONAL SERVICES	1,200.00	2,230.00	102,000.00	99,770.00	2.2
004-050-52017	WASTE FEES	52.77	105.54	1,670.00	1,564.46	6.3
004-050-52018	SPECIAL DEPARTMENT SUPPLIES	920.18	3,575.67	47,000.00	43,424.33	7.6
004-050-52019	MISC. DUES & SUBSCRIPTION	6.01	18.02	3,800.00	3,781.98	.5
004-050-52020	WATER CONSERVATION PROGRAM	.00	.00	1,300.00	1,300.00	.0
004-050-52045	IT	59.75	1,309.80	2,700.00	1,390.20	48.5
004-050-53020	VEHICLE OPERATION	639.89	999.89	20,000.00	19,000.11	5.0
004-050-55023	SMALL CLAIMS	.00	.00	200.00	200.00	.0
004-050-55024	RENTALS	.00	.00	3,000.00	3,000.00	.0
004-050-55100	CITY COST PLAN	.00	.00	160,881.00	160,881.00	.0
004-050-55101	REFUNDS	.00	.00	6,000.00	6,000.00	.0
004-050-56025	DEPRECIATION	.00	.00	200,000.00	200,000.00	.0
004-050-56027	CAPITAL IMPROVEMENT	.00	.00	1,070,000.00	1,070,000.00	.0
004-050-56028	CAPITAL EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
004-050-56030	LOAN PAYMENT	.00	.00	18,260.17	18,260.17	.0
004-050-56500	INTEREST	.00	.00	110,625.00	110,625.00	.0
004-050-57000	LEASE PRINCIPAL	631.91	1,263.82	7,596.00	6,332.18	16.6
	TOTAL WATER	53,449.75	227,998.35	2,448,266.05	2,220,267.70	9.3
	TOTAL FUND EXPENDITURES	53,449.75	227,998.35	2,448,266.05	2,220,267.70	9.3
	NET REVENUE OVER EXPENDITURES	51,656.85	(17,491.28)	(1,256,006.05)	(1,238,514.77)	(1.4)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

SUNRISE MHP

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
012-000-33010	INTEREST ON BANK DEPOSITS	1,615.73	3,263.27	13,920.00	10,656.73	23.4
012-000-39735	UTILITIES CLEARING ACCOUNT	2,975.00	5,865.00	39,000.00	33,135.00	15.0
012-000-39750	RENTS - ASSISTED UNITS	988.00	1,376.00	6,600.00	5,224.00	20.9
012-000-39760	RENTS - UNASSISTED UNITS	9,495.00	19,205.00	102,000.00	82,795.00	18.8
	TOTAL REVENUE	15,073.73	29,709.27	161,520.00	131,810.73	18.4
	TOTAL FUND REVENUE	15,073.73	29,709.27	161,520.00	131,810.73	18.4

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

SUNRISE MHP

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SUNRISE MHP					
012-095-51001	FULL TIME SALARIES	1,779.42	2,590.86	14,330.00	11,739.14	18.1
012-095-51002	PART TIME SALARIES	3,020.85	3,226.35	12,740.00	9,513.65	25.3
012-095-51006	VISION INSURANCE	3.06	9.18	50.00	40.82	18.4
012-095-51007	HEALTH INSURANCE	589.10	1,767.31	7,770.00	6,002.69	22.8
012-095-51008	DENTAL INSURANCE	35.64	106.92	440.00	333.08	24.3
012-095-51010	WORKER'S COMPENSATION	.00	481.62	484.00	2.38	99.5
012-095-51011	MEDICARE TAX	67.39	80.73	402.00	321.27	20.1
012-095-51017	PARS-ARS	39.28	41.96	100.00	58.04	42.0
012-095-51022	PARS SYSTEM	200.61	292.64	1,581.00	1,288.36	18.5
012-095-51024	DEFERRED COMPENSATION	19.11	27.90	151.00	123.10	18.5
012-095-51027	PERS EE/ER	313.27	505.45	2,165.00	1,659.55	23.4
012-095-51029	PERS LS UAL	.00	8,978.82	9,001.00	22.18	99.8
012-095-51043	DISABILITY & LIFE INSURANCE	8.54	25.62	110.00	84.38	23.3
012-095-51046	OPEB	182.22	265.31	1,470.00	1,204.69	18.1
012-095-52010	UTILITIES	23.71	30,555.93	44,000.00	13,444.07	69.5
012-095-52012	OFFICE SUPPLIES & POSTAGE	.00	.00	100.00	100.00	.0
012-095-52015	PROFESSIONAL SERVICES	112.00	112.00	5,000.00	4,888.00	2.2
012-095-52017	WASTE FEES	546.64	1,140.72	7,500.00	6,359.28	15.2
012-095-52018	SPECIAL DEPARTMENT SUPPLIES	116.86	116.86	7,500.00	7,383.14	1.6
012-095-52045	IT	.00	.00	100.00	100.00	.0
012-095-53020	VEHICLE OPERATION	.00	.00	1,200.00	1,200.00	.0
012-095-55100	CITY COST PLAN	.00	.00	20,422.00	20,422.00	.0
012-095-56027	CAPITAL IMPROVEMENT	.00	.00	30,000.00	30,000.00	.0
	TOTAL SUNRISE MHP	7,057.70	50,326.18	166,616.00	116,289.82	30.2
	TOTAL FUND EXPENDITURES	7,057.70	50,326.18	166,616.00	116,289.82	30.2
	NET REVENUE OVER EXPENDITURES	8,016.03	(20,616.91)	(5,096.00)	15,520.91	(404.6)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GAS TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
003-000-39100	SECTION 2105	1,903.43	1,903.43	23,000.00	21,096.57	8.3
003-000-39110	SECTION 2107-5	1,000.00	1,000.00	1,000.00	.00	100.0
003-000-39120	SECTION 2107	2,593.75	2,593.75	32,000.00	29,406.25	8.1
003-000-39130	SECTION 2106	1,689.87	1,689.87	19,500.00	17,810.13	8.7
003-000-39135	MISC/PROP 42	3,182.62	3,182.62	37,000.00	33,817.38	8.6
003-000-39139	SB 1	9,721.46	9,721.46	99,094.00	89,372.54	9.8
	TOTAL REVENUE	20,091.13	20,091.13	211,594.00	191,502.87	9.5
	TOTAL FUND REVENUE	20,091.13	20,091.13	211,594.00	191,502.87	9.5

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

GAS TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	GAS TAX					
003-030-51001	FULL TIME SALARIES	8,469.37	12,432.37	66,607.41	54,175.04	18.7
003-030-51002	PART TIME SALARIES	126.78	354.40	.00	(354.40)	.0
003-030-51004	OVERTIME WAGES	.00	.00	1,144.00	1,144.00	.0
003-030-51006	VISION INSURANCE	10.81	32.43	150.00	117.57	21.6
003-030-51007	HEALTH INSURANCE	2,124.16	6,372.48	27,981.45	21,608.97	22.8
003-030-51008	DENTAL INSURANCE	124.55	373.65	1,500.00	1,126.35	24.9
003-030-51010	WORKER'S COMPENSATION	.00	1,830.83	1,839.86	9.03	99.5
003-030-51011	MEDICARE TAX	124.50	184.38	1,033.56	849.18	17.8
003-030-51017	PARS-ARS	1.66	4.62	.00	(4.62)	.0
003-030-51018	DUTY TIME	376.50	574.99	2,080.00	1,505.01	27.6
003-030-51022	PARS SYSTEM	1,166.76	1,717.03	9,376.47	7,659.44	18.3
003-030-51024	DEFERRED COMPENSATION	118.68	173.37	948.44	775.07	18.3
003-030-51027	PERS EE/ER	1,415.23	2,099.77	10,900.25	8,800.48	19.3
003-030-51029	PERS LS UAL	.00	2,688.12	2,695.00	6.88	99.7
003-030-51043	DISABILITY & LIFE INSURANCE	37.29	111.86	450.00	338.14	24.9
003-030-51046	OPEB	860.84	1,266.65	6,875.00	5,608.35	18.4
003-030-52018	SPECIAL DEPARTMENT SUPPLIES	.00	.00	16,000.00	16,000.00	.0
	TOTAL GAS TAX	14,957.13	30,216.95	149,581.44	119,364.49	20.2
	TOTAL FUND EXPENDITURES	14,957.13	30,216.95	149,581.44	119,364.49	20.2
	NET REVENUE OVER EXPENDITURES	5,134.00	(10,125.82)	62,012.56	72,138.38	(16.3)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING AUGUST 31, 2025

C.O.P.S.

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
033-000-33010	INTEREST ON BANK DEPOSITS	916.74	1,955.80	9,570.00	7,614.20	20.4
033-000-39967	COPS/AB 1913	.00	.00	110,000.00	110,000.00	.0
	TOTAL REVENUE	916.74	1,955.80	119,570.00	117,614.20	1.6
	TOTAL FUND REVENUE	916.74	1,955.80	119,570.00	117,614.20	1.6

C.O.P.S.

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	C.O.P.S.					
033-033-51004	OVERTIME WAGES	.00	.00	60,000.00	60,000.00	.0
033-033-52018	SPECIAL DEPARTMENT SUPPLIES	.00	.00	30,000.00	30,000.00	.0
033-033-52019	MISC. DUES & SUBSCRIPTIONS	10,000.00	10,000.00	10,000.00	.00	100.0
033-033-53020	VEHICLE OPERATION	.00	.00	10,000.00	10,000.00	.0
033-033-57000	LEASE PRINCIPAL	5,008.26	25,377.00	90,000.00	64,623.00	28.2
	TOTAL C.O.P.S.	15,008.26	35,377.00	200,000.00	164,623.00	17.7
	TOTAL FUND EXPENDITURES	15,008.26	35,377.00	200,000.00	164,623.00	17.7
	NET REVENUE OVER EXPENDITURES	(14,091.52)	(33,421.20)	(80,430.00)	(47,008.80)	(41.6)

AUGUST 2025
BANK RECONCILIATION REPORT

Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Eastern Sierra Checking (Eastern Sierra Checking) (1)

August 31, 2025

Account: 99900010110

Bank Account Number: 006107370

Bank Statement Balance:	2,086,666.73	Book Balance Previous Month:	1,940,666.68
Outstanding Deposits:	108,669.88	Total Receipts:	1,527,711.29
Outstanding Checks:	439,386.57	Total Disbursements:	1,712,427.94
Bank Adjustments:	.01-	Book Adjustments:	.00
Bank Balance:	1,755,950.03	Book Balance:	1,755,950.03
		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-	1213	185.00-	1228	168.00	1229	62.70
1234	558.40	1240	105.00-	1240	106,080.11	1241	355.50
1242	69.50	1243	82.50	1256	2,400.00		
Grand Totals:							108,669.88

Deposits cleared: 90 items Deposits Outstanding: 19 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
10994	75.00	11079	14.30	11879	340.50	12044	33.25
12079	92.46	12086	31.99	12129	2,898.00	12474	36.94
12488	31.17	12493	36.94	12502	166.23	12613	120.00
13137	1,680.00	13139	55.50	13215	25.00	13247	30.35
13262	43.86	13272	103.89	13280	73.88	13316	1,560.00
13318	59.20	13366	210.55	13407	40.00	13415	700.00
13514	744.96	13618	335.96	13640	1,680.00	13642	88.80
13669	4,686.72	13729	312.42	13896	1,680.00	13898	57.35
13963	5,000.00	13968	4,582.59	13974	219.21	14000	421.00
14005	160,420.29	14006	48.00	14009	1,900.00	14010	268.62
14011	901.55	14016	475.93	14018	48.95	14023	88.37
14029	2,700.18	14034	4,632.25	14036	195.00	14037	2,792.30
14039	778.00	14040	399.00	14042	2,043.67	14045	240.00
14046	240.00	14050	943.50	14053	65.00	14055	563.06
14058	2.74	14064	365.62	14067	351.10	14068	635.69
14074	46.99	14075	255.17	14076	162.08	14077	656.33
14078	36.01	14079	38.45	14080	285.97	14082	170.80
14084	293.24	14086	538.82	14089	226.38	14090	619.41

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
14091	42.71	14092	185.85	14097	569.32	14098	2,869.24
14099	1,680.00	14100	369.23	14101	55.50	14102	6,205.40
14103	551.55	14104	1,977.07	14105	31,751.90	14106	13,738.93
14107	2,359.73	14108	561.83	14109	1,950.49	14110	1,500.00
14111	275.44	14112	788.00	14113	540.00	14114	554.60
14115	551.57	14116	2,870.14	14117	58,618.80	14118	197.39
14119	39.50	14120	924.50	14121	1,764.00	14122	9,990.06
14123	500.00	14124	29,518.37	14125	8.95	14126	579.23
14127	94.12	14128	1,627.50	14129	338.00	14130	350.51
14131	16,919.60	14132	163.10	14133	701.44	14134	135.00
14135	7.25	14136	1,563.83	14137	61.33	14138	111.28
14139	903.12	14140	312.18	14141	450.00	14142	2,400.00
14143	124.00	14144	58.10	14145	5.57	14146	660.00
14147	4,471.63	14148	114.03	14149	12.46	14150	734.02
14151	1,113.75	14152	2,035.00	75403	8.00	71125300	.73-
Grand Totals:							439,386.57

Checks cleared: 253 items Checks Oustanding: 156 items

Bank Adjustments Section

Description	Amount	Description	Amount
Reconciliation off by 0.01	.01-		
Grand Totals:			.01-

Book Adjustments Section

AUGUST 2025
COMBINED CASH REPORT

CITY OF BISHOP
COMBINED CASH
AUGUST 31, 2025

COMBINED CASH ACCOUNTS

999-000-10110	CASH IN BANK	1,751,329.55
999-000-10111	LAIF INVESTMENT	904,839.50
999-000-10112	CASH EASTERN SIERRA BANK	.00
999-000-10113	CASH IN COUNTY TREASURY	18,488.32
999-000-10115	CASH IN BANK XPRESS BILLPAY	32,333.22
999-000-10116	CALIFORNIA CLASS INVESTMENT	19,877,722.00
999-000-10117	CASH IN BANK STRIPE	.00
999-000-10175	CASH CLEARING UTILITIES	15,098.87
999-000-10176	BUSINESS CASH CLEARING	.00
999-000-10177	DEPOSITS IN TRANSIT	.00
	TOTAL COMBINED CASH	22,599,811.46
999-000-10100	CASH ALLOCATED TO FUNDS	(22,599,811.46)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	10,828,877.22
2	ALLOCATION TO SEWER FUND	2,882,711.40
3	ALLOCATION TO GAS TAX	476,533.29
4	ALLOCATION TO WATER FUND	2,726,563.17
5	ALLOCATION TO RFPD	790,782.28
6	ALLOCATION TO IMBC FIDUCIARY	.00
7	ALLOCATION TO LOCAL TRANSPORTATION FUND	124,926.82
8	ALLOCATION TO BOND AND TRUST FUND	46,258.04
9	ALLOCATION TO TRAFFIC SAFETY	8,141.29
10	ALLOCATION TO TUT MEASURE A	1,888,343.50
11	ALLOCATION TO ASSET FORFEITURE	5,782.62
12	ALLOCATION TO SUNRISE MHP	426,402.39
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	1,417,311.62
21	ALLOCATION TO CANINE DONATION	8,012.54
22	ALLOCATION TO HEAVY EQUIPMENT REPLACEMENT	57,899.87
23	ALLOCATION TO PROPERTY/HOUSING DEVELOPMENT	77,416.44
24	ALLOCATION TO BAWA	88,087.06
25	ALLOCATION TO WAYFINDING & SIGNAGE PROJECT	.00
26	ALLOCATION TO PLHA FUND	218,384.00
29	ALLOCATION TO FUND 029	.00
33	ALLOCATION TO C.O.P.S.	241,934.34
37	ALLOCATION TO HOME FUNDS/WILLOW ST	128,632.26
54	ALLOCATION TO STIP E. LINE ST. BRIDGE REPL.	10,589.83
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
	TOTAL ALLOCATIONS TO OTHER FUNDS	22,599,811.46
	ALLOCATION FROM COMBINED CASH FUND - 999-000-10100	(22,599,811.46)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

AUGUST 2025
INVESTMENT PORTFOLIO REPORT

Investment Accounts

LAIF

Statement Period: August 2025

Ending Balance: $904,839.50

Average Monthly Yield: 4.251%

California Class

Statement Period: August 2025

Ending Balance: $19,877,722.00

Average Monthly Yield: 4.326%

Combined City of Bishop Investments

Statement Period: August 2025

Ending Balance: $20,782,561.50

Average Monthly Yield: 4.323%

California CLASS

Summary Statement

August 31, 2025

Investor ID: CA-01-0180

0000170-0000706 PDFT 820889

City of Bishop
377 W Line Street
Bishop, CA 93514

California CLASS

California CLASS

Average Monthly Yield: 4.3256%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0180-0001	City of Bishop	19,406,190.94	400,000.00	0.00	71,531.06	589,986.72	19,477,629.43	19,877,722.00
TOTAL		**19,406,190.94**	**400,000.00**	**0.00**	**71,531.06**	**589,986.72**	**19,477,629.43**	**19,877,722.00**

Account Number: CA-01-0180-0001

City of Bishop

Account Summary

Average Monthly Yield: 4.3256%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	19,406,190.94	400,000.00	0.00	71,531.06	589,986.72	19,477,629.43	19,877,722.00

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
08/01/2025	Beginning Balance			19,406,190.94	
08/27/2025	Contribution	400,000.00			13026
08/31/2025	Income Dividend Reinvestment	71,531.06			
08/31/2025	Ending Balance			19,877,722.00	

California CLASS

	California CLASS	
Date	Dividend Rate	Daily Yield
08/01/2025	0.000357093	4.3447%
08/02/2025	0.000000000	4.3447%
08/03/2025	0.000000000	4.3447%
08/04/2025	0.000118622	4.3297%
08/05/2025	0.000118303	4.3181%
08/06/2025	0.000118435	4.3229%
08/07/2025	0.000118367	4.3204%
08/08/2025	0.000355839	4.3294%
08/09/2025	0.000000000	4.3294%
08/10/2025	0.000000000	4.3294%
08/11/2025	0.000118535	4.3265%
08/12/2025	0.000118440	4.3231%
08/13/2025	0.000118539	4.3267%
08/14/2025	0.000118082	4.3100%
08/15/2025	0.000354759	4.3163%
08/16/2025	0.000000000	4.3163%
08/17/2025	0.000000000	4.3163%
08/18/2025	0.000118372	4.3206%
08/19/2025	0.000118413	4.3221%
08/20/2025	0.000118150	4.3125%
08/21/2025	0.000117952	4.3053%
08/22/2025	0.000354957	4.3186%
08/23/2025	0.000000000	4.3186%
08/24/2025	0.000000000	4.3186%
08/25/2025	0.000118790	4.3359%
08/26/2025	0.000119036	4.3448%
08/27/2025	0.000118978	4.3427%
08/28/2025	0.000118728	4.3336%
08/29/2025	0.000355377	4.3238%
08/30/2025	0.000000000	4.3238%
08/31/2025	0.000000000	4.3238%

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.**

California State Treasurer
Fiona Ma, CPA



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

September 29, 2025

LAIF Home
PMIA Average Monthly Yields

CITY OF BISHOP

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

Tran Type Definitions

Account Number: 98-14-086

August 2025 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	904,839.50
Total Withdrawal:	0.00	Ending Balance:	904,839.50

PMIA/LAIF Performance Report as of 09/17/25

Quarterly Performance Quarter Ended 6/30/25

LAIF Apportionment Rate[2]:	4.40
LAIF Earnings Ratio[2]:	0.00012059828906715
LAIF Administrative Cost[1]*:	0.18
LAIF Fair Value Factor[1]:	1.001198310
PMIA Daily[1]:	4.26
PMIA Quarter to Date[1]:	4.27
PMIA Average Life[1]:	248

PMIA Average Monthly Effective Yields[1]

August	**4.251**
July	4.258
June	4.269
May	4.272
April	4.281
March	4.313

Pooled Money Investment Account Monthly Portfolio Composition [1] 8/31/25 $165.3 billion

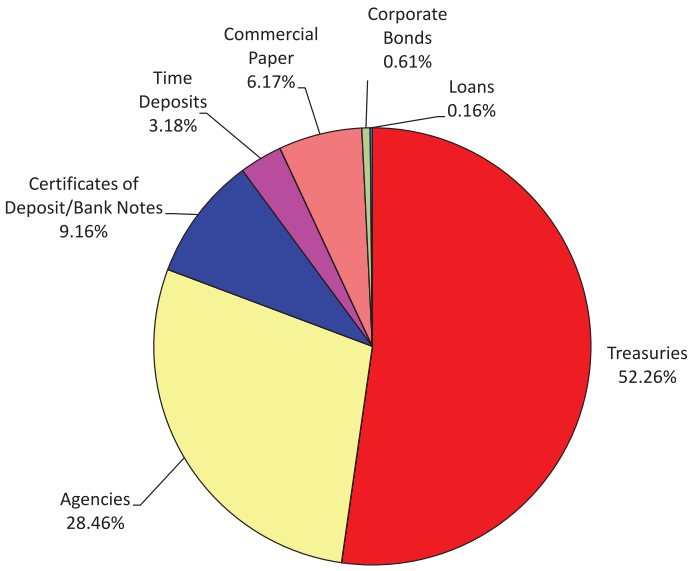


Chart does not include $1,012,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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) .

**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 California, Office of the Controller

CALIFORNIA STATE TREASURER
FIONA MA, CPA

PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
09/24/25	4.20	4.24	245
09/23/25	4.20	4.25	246
09/22/25	4.20	4.25	245
09/21/25	4.20	4.25	247
09/20/25	4.20	4.25	247
09/19/25	4.20	4.25	247
09/18/25	4.21	4.25	248
09/17/25	4.21	4.25	249
09/16/25	4.21	4.25	251
09/15/25	4.21	4.25	252
09/14/25	4.21	4.25	257
09/13/25	4.21	4.25	257
09/12/25	4.21	4.25	257
09/11/25	4.22	4.25	258
09/10/25	4.22	4.25	250
09/09/25	4.22	4.25	250
09/08/25	4.23	4.25	244
09/07/25	4.23	4.25	247
09/06/25	4.23	4.25	247
09/05/25	4.23	4.25	247
09/04/25	4.24	4.25	246
09/03/25	4.24	4.25	248
09/02/25	4.24	4.25	248
09/01/25	4.25	4.26	248
08/31/25	4.25	4.26	248
08/30/25	4.25	4.26	248
08/29/25	4.25	4.26	248
08/28/25	4.25	4.26	243
08/27/25	4.25	4.26	242
08/26/25	4.25	4.26	244
08/25/25	4.25	4.26	244
08/24/25	4.25	4.26	248
08/23/25	4.25	4.26	248
08/22/25	4.25	4.26	248
08/21/25	4.25	4.26	249
08/20/25	4.25	4.26	249

*Daily yield does not reflect capital gains or losses

Updated: 9/24/20

CALIFORNI STATE TREASURER
FIONA MA, CPA

PMI Daily Effective Yiel

ate	aily	Quarter to Date	erage Maturity
08/19/25	4.25	4.26	252
08/18/25	4.25	4.26	253
08/17/25	4.26	4.26	256
08/16/25	4.26	4.26	256
08/15/25	4.26	4.26	256
08/14/25	4.25	4.26	255
08/13/25	4.25	4.26	251
08/12/25	4.25	4.26	252
08/11/25	4.25	4.26	251
08/10/25	4.25	4.26	253
08/09/25	4.25	4.26	253
08/08/25	4.25	4.26	253
08/07/25	4.25	4.26	252
08/06/25	4.26	4.26	254
08/05/25	4.26	4.26	255
08/04/25	4.26	4.26	256
08/03/25	4.26	4.26	257
08/02/25	4.26	4.26	258
08/01/25	4.26	4.26	259

*Daily yield does not reflect capital gains or losses

Updated: 9/24/2

AUGUST 2025
WARRANT REGISTER REPORT

TO: CITY COUNCIL/CITY ADMINISTRATOR

FROM: FINANCE DIRECTOR

DATE: SEPTEMBER 29, 2025

SUBJECT: APPROVAL OF WARRANT REGISTER FOR THE MONTH OF AUGUST 2025

COMMERCIAL WARRANTS

CHECK # 13820,13906-14034,

14036-14061,14064-14152

AMOUNT ISSUED: $619,660.07

MANUAL CHECKS & PAYROLL WARRANTS

AMOUNT ISSUED: $1,092,767.87

TOTAL AMOUNT ISSUED: $1,712,427.94

Journal	Payee or Description	Date	Check Number	Amount
CD	Derr B of A Credit Card payment August 2025	08/31/2025	1	7,897.53
CD	Gonzalez B of A Credit Card payment August 2025	08/31/2025	2	1,883.79
CD	Dishion B of A Credit Card payment August 2025	08/31/2025	3	432.24
CD	Reynolds B of A Credit Card payment August 2025	08/31/2025	4	1,318.25
CD	Gomez B of A Credit Card payment August 2025	08/31/2025	5	1,670.30
CD	Poole B of A Credit Card payment August 2025	08/31/2025	6	4,374.26
CD	McElroy B of A Credit Card payment August 2025	08/31/2025	7	3,027.48
CD	Gamino B of A Credit Card payment August 2025	08/31/2025	8	569.15
CD	Milici B of A Credit Card payment August 2025	08/31/2025	9	19.99
CD	Bamboo Test Account August 2025	08/31/2025	10	99.00
CD	Paymentech Fee July 2025	08/31/2025	11	686.63
CD	Paymentech Fee July 2025	08/31/2025	12	942.51
CD	Sharp Performance - ACH	08/31/2025	13	10,000.00
CD	Xpress Bill Pay Fee July 2025	08/31/2025	14	952.17
CD	Bamboo HR Aug-Sept 2025	08/31/2025	15	1,972.70
CD	Enterprise Lease Payment August 2025	08/31/2025	16	10,491.01
CD	Transfer from Operating Account to CA CLASS	08/31/2025	17	400,000.00
CD	CalPERS GASB 68 Reporting Invoice	08/31/2025	18	700.00
CD	Grisham B of A Credit Card payment August 2025	08/31/2025	19	216.76
CD	CALPERS RETIREE MED & ADJ - JULY BILL, AUG PREMIUM	08/31/2025	20	56,553.56
CD	CALPERS EPMC & ADJ - 07/07/25 TO 07/20/25	08/31/2025	21	795.54
CD	CALPERS RETIREE MED & ADJ - AUG BILL, SEPT PREMIUM	08/31/2025	22	58,831.29
CD	CALPERS EPMC & ADJ - 7/21/25 TO 8/3/25	08/31/2025	23	859.59
CD	CALPERS EPMC & ADJ - 8/4/25 TO 8/17/25	08/31/2025	24	1,858.01
CD	Russell B of A Credit Card payment August 2025	08/31/2025	25	2,811.62
CDA	THOMSON REUTERS/BARCLAYS	08/27/2025	13820	660.00-
CDA	BISHOP AUTOMOTIVE CENTER	08/01/2025	13906	200.00
CDA	BISHOP HEATING & AIR CONDITIONING INC.	08/01/2025	13907	413.02
CDA	BISHOP PAIUTE TRIBAL	08/01/2025	13908	24.00
CDA	BSK ASSOCIATES	08/01/2025	13909	585.99
CDA	CA JPIA	08/01/2025	13910	2,281.00
CDA	CALIFORNIA BROADBAND	08/01/2025	13911	710.36
CDA	COMMUNITY PRINTING	08/01/2025	13912	53.29
CDA	DEPT OF WATER AND POWER	08/01/2025	13913	5,750.31
CDA	FRONTIER	08/01/2025	13914	640.12
CDA	HUNT PROPANE, INC.	08/01/2025	13915	954.12
CDA	OPTIMUM	08/01/2025	13916	201.31
CDA	QUADIENT LEASING USA, INC.	08/01/2025	13917	515.31
CDA	QUILL CORP	08/01/2025	13918	346.69
CDA	SOUTHERN CALIFORNIA EDISON	08/01/2025	13919	6,156.05
CDA	US Foods, Inc.	08/01/2025	13920	939.24
CDA	VERIZON WIRELESS	08/01/2025	13921	386.15
CDP	UNDERHILL, CHERYL L.	08/08/2025	13922	63.94
CDP	SANTANA, FRANCISCO	08/08/2025	13923	729.05
CDP	GRISHAM, AMANDA R	08/08/2025	13924	2,017.01
CDP	REYNOLDS, JIM	08/08/2025	13925	2,528.24
CDP	NAVALES, RYAN	08/08/2025	13926	365.62
CDP	JACKSON, THOMAS E.	08/08/2025	13927	746.30
CDP	POOL, PRESTON	08/08/2025	13928	824.96
CDP	MADERA, JOCELYN	08/08/2025	13929	289.42
CDP	CARR, PRESLEY	08/08/2025	13930	925.43
CDP	GONZALEZ, ROBERT	08/08/2025	13931	277.25
CDP	ENNIS, JERRY	08/08/2025	13932	953.04
CDP	ENNIS, KAREN	08/08/2025	13933	939.04
CDP	DERR, LEVI	08/08/2025	13934	1,013.31
CDP	RUSSELL, BRET	08/08/2025	13935	3,840.54
CDP	MONDRAGON, DONOVAN	08/08/2025	13936	584.87
CDP	RAGER, ARIANA	08/08/2025	13937	573.36

Journal	Payee or Description	Date	Check Number	Amount
CDP	FITT, CALEB	08/08/2025	13938	917.56
CDP	MULLNER, LOLA	08/08/2025	13939	526.54
CDP	OSLAND, SCOUT	08/08/2025	13940	776.63
CDP	HAVERSTOCK, CLARE	08/08/2025	13941	874.08
CDP	ORR, TEAGAN	08/08/2025	13942	465.92
CDP	LOWDEN, MIKE	08/08/2025	13943	268.55
CDP	DONDERO, JESIAH	08/08/2025	13944	1,013.31
CDP	DOUDA, ELLIOT	08/08/2025	13945	360.58
CDP	BEALL, NOAH	08/08/2025	13946	3,442.08
CDP	SNYDER, MARY	08/08/2025	13947	1,732.28
CDP	BANK, LOU	08/08/2025	13948	715.66
CDP	TRUELSEN, ALYSSA	08/08/2025	13949	731.08
CDP	DURHAM, CLAIRE	08/08/2025	13950	3,027.06
CDP	CLARK, DACIA	08/08/2025	13951	638.59
CDP	NOTT, CADENCE	08/08/2025	13952	595.98
CDP	DEVINCENT, MALEAH	08/08/2025	13953	921.11
CDP	DAVIS, ELLARY	08/08/2025	13954	569.52
CDP	DEHAVEN, BRANDON	08/08/2025	13955	3,442.08
CDP	JOHNSON, BRADY	08/08/2025	13956	941.12
CDP	NOESSER, COLIN	08/08/2025	13957	713.31
CDP	MARTINEZ, DULCE	08/08/2025	13958	377.65
CDP	CORTES, GETHSEMANIE	08/08/2025	13959	584.88
CDP	CHIRRICK, HALLE	08/08/2025	13960	247.18
CDA	Adamson Police Products	08/08/2025	13961	6,058.25
CDA	Bishop Museum and Historical Society	08/08/2025	13962	4,848.44
CDA	BISHOP VOLUNTEER FIRE	08/08/2025	13963	5,000.00
CDA	CASCADE FIRE EQUIPMENT CO	08/08/2025	13964	468.71
CDA	CivicPlus, LLC	08/08/2025	13965	1,389.15
CDA	COMMUNITY PRINTING	08/08/2025	13966	5.00
CDA	EAN SERVICES, LLC	08/08/2025	13967	218.76
CDA	Eastern Sierra Land Trust	08/08/2025	13968	4,582.59
CDA	EASTERN SIERRA TRI-COUNTY	08/08/2025	13969	25,000.00
CDA	HIGH COUNTRY LUMBER	08/08/2025	13970	2,135.27
CDA	HUNT PROPANE, INC.	08/08/2025	13971	759.18
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	08/08/2025	13972	647.75
CDA	Inyo Register	08/08/2025	13973	104.75
CDA	JANA CURRIE	08/08/2025	13974	219.21
CDA	Kiley & Associates LLC	08/08/2025	13975	2,000.00
CDA	L.N Curtis & Sons	08/08/2025	13976	119.63
CDA	Lechowicz & Tseng Municipal Consultants	08/08/2025	13977	6,650.00
CDA	MISSION LINEN & UNIFORM	08/08/2025	13978	513.80
CDA	MSA-DENTAL POOL	08/08/2025	13979	124.30
CDA	OPTIMUM	08/08/2025	13980	23.71
CDA	Pilot Thomas Logistics	08/08/2025	13981	3,319.06
CDA	PINTAIL IMAGING	08/08/2025	13982	73.95
CDA	RAMONS AUTO DETAIL	08/08/2025	13983	600.00
CDA	Robin Ludovico	08/08/2025	13984	301.00
CDA	Rojas Communications Group	08/08/2025	13985	2,000.00
CDA	SILVER STATE INTERNATIONAL	08/08/2025	13986	120.20
CDA	SOUTHERN CALIFORNIA EDISON	08/08/2025	13987	158.42
CDA	STEVE'S AUTO & TRUCK PART	08/08/2025	13988	871.08
CDA	THE HARTFORD	08/08/2025	13989	46.52
CDA	THE RADAR SHOP	08/08/2025	13990	1,951.00
CDA	TRIAD-HOLMES ASSOCIATES	08/08/2025	13991	7,397.87
CDA	UNDERGROUND SERVICE ALERT	08/08/2025	13992	30.00
CDA	Urine Luck Portables and Septic	08/08/2025	13993	185.00
CDA	VERIZON WIRELESS	08/08/2025	13994	890.69
CDA	VISION SERVICE PLAN	08/08/2025	13995	12.46

Journal	Payee or Description	Date	Check Number	Amount
CDA	WESTERN NEVADA SUPPLY CO.	08/08/2025	13996	39.25
CDA	Willdan Engineering	08/08/2025	13997	4,222.35
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	08/12/2025	13998	369.23
CDPT	US BANK TRUST WESTERN REGION	08/12/2025	13999	5,070.06
CDP	MARTINEZ, GIZELLE	08/12/2025	14000	421.00
CDA	A Concrete Company	08/13/2025	14001	15,000.00
CDA	Aris Electric	08/15/2025	14002	1,620.00
CDA	AT&T Mobility LLC	08/15/2025	14003	876.32
CDA	Best Best & Krieger	08/15/2025	14004	1,008.00
CDA	BISHOP CHAMBER OF COMMERCE	08/15/2025	14005	160,420.29
CDA	BISHOP PAIUTE TRIBAL	08/15/2025	14006	48.00
CDA	CALED	08/15/2025	14007	500.00
CDA	CASELLE, INC.	08/15/2025	14008	2,301.00
CDA	CHALLENGER SPORTS	08/15/2025	14009	1,900.00
CDA	COMMUNITY PRINTING	08/15/2025	14010	268.62
CDA	DEAN'S PLUMBING & HEATING INC.	08/15/2025	14011	901.55
CDA	DEPT OF JUSTICE	08/15/2025	14012	32.00
CDA	DEPT OF WATER AND POWER	08/15/2025	14013	2,013.90
CDA	Dewey Services Inc	08/15/2025	14014	112.00
CDA	FRONTIER	08/15/2025	14015	43.19
CDA	HECTOR MARTINEZ	08/15/2025	14016	475.93
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	08/15/2025	14017	175.50
CDA	Inyo Register	08/15/2025	14018	48.95
CDA	KIBS-FM	08/15/2025	14019	300.00
CDA	L.N Curtis & Sons	08/15/2025	14020	1,304.96
CDA	LIEBERT CASSIDY WHITMORE	08/15/2025	14021	776.00
CDA	MANOR TRUE VALUE HARDWARE	08/15/2025	14022	64.81
CDA	MISSION LINEN & UNIFORM	08/15/2025	14023	88.37
CDA	MR. K. AUTOMOTIVE SERVICE INC.	08/15/2025	14024	1,138.34
CDA	MuniServices	08/15/2025	14025	755.38
CDA	OUR WATER WORKS	08/15/2025	14026	50.00
CDA	PETTY CASH - PARKS DEPT.	08/15/2025	14027	200.00
CDA	PETTY CASH - SEWER FUND	08/15/2025	14028	100.00
CDA	Pilot Thomas Logistics	08/15/2025	14029	2,700.18
CDA	PTS	08/15/2025	14030	85.00
CDA	SOUTHERN CALIFORNIA EDISON	08/15/2025	14031	2,946.24
CDA	THE FED-UP STORE	08/15/2025	14032	162.10
CDA	Thomsom Reuters - West	08/15/2025	14033	660.00
CDA	Valley Health Team, Inc	08/15/2025	14034	4,632.25
CDA	AT&T	08/21/2025	14036	195.00
CDA	BISHOP AUTOMOTIVE CENTER	08/21/2025	14037	2,792.30
CDA	CALIFORNIA BROADBAND	08/21/2025	14038	1,223.59
CDA	CARMICHAEL BUSINESS TECH.	08/21/2025	14039	778.00
CDA	Cascade Subscription Service Inc.	08/21/2025	14040	399.00
CDA	Cole Huber LLP	08/21/2025	14041	308.00
CDA	CORDICO, INC	08/21/2025	14042	2,043.67
CDA	FEDEX	08/21/2025	14043	43.93
CDA	FRONTIER	08/21/2025	14044	123.37
CDA	GARY MILICI	08/21/2025	14045	240.00
CDA	HECTOR MARTINEZ	08/21/2025	14046	240.00
CDA	KIBS-FM	08/21/2025	14047	2,268.00
CDA	L.N Curtis & Sons	08/21/2025	14048	2,275.16
CDA	MANOR TRUE VALUE HARDWARE	08/21/2025	14049	26.85
CDA	NORA GAMINO	08/21/2025	14050	943.50
CDA	OUR WATER WORKS	08/21/2025	14051	50.00
CDA	PARS PHASE II SYSTEMS	08/21/2025	14052	1,539.26
CDA	PEREZ QUALITY TIRES	08/21/2025	14053	65.00
CDA	PREFERRED SEPTIC	08/21/2025	14054	3,335.18

Journal	Payee or Description	Date	Check Number	Amount
CDA	Project 529, Inc	08/21/2025	14055	563.06
CDA	RAMONS AUTO DETAIL	08/21/2025	14056	750.00
CDA	SOUTHERN CALIFORNIA EDISON	08/21/2025	14057	153.10
CDA	VERIZON BUSINESS	08/21/2025	14058	2.74
CDA	Willdan Engineering	08/21/2025	14059	2,632.00
CDP	UNDERHILL, CHERYL L.	08/22/2025	14060	63.94
CDP	SANTANA, FRANCISCO	08/22/2025	14061	876.95
CDP	NAVALES, RYAN	08/22/2025	14064	365.62
CDP	JACKSON, THOMAS E.	08/22/2025	14065	697.31
CDP	POOL, PRESTON	08/22/2025	14066	859.07
CDP	MADERA, JOCELYN	08/22/2025	14067	351.10
CDP	CARR, PRESLEY	08/22/2025	14068	635.69
CDP	ENNIS, JERRY	08/22/2025	14069	1,099.34
CDP	ENNIS, KAREN	08/22/2025	14070	1,081.34
CDP	DERR, LEVI	08/22/2025	14071	764.81
CDP	RUSSELL, BRET	08/22/2025	14072	3,840.54
CDP	MONDRAGON, DONOVAN	08/22/2025	14073	46.99
CDP	RAGER, ARIANA	08/22/2025	14074	46.99
CDP	FITT, CALEB	08/22/2025	14075	255.17
CDP	MULLNER, LOLA	08/22/2025	14076	162.08
CDP	OSLAND, SCOUT	08/22/2025	14077	656.33
CDP	HAVERSTOCK, CLARE	08/22/2025	14078	36.01
CDP	ORR, TEAGAN	08/22/2025	14079	38.45
CDP	LOWDEN, MIKE	08/22/2025	14080	285.97
CDP	DONDERO, JESIAH	08/22/2025	14081	898.20
CDP	DOUDA, ELLIOT	08/22/2025	14082	170.80
CDP	TRUELSEN, ALYSSA	08/22/2025	14083	254.87
CDP	CLARK, DACIA	08/22/2025	14084	293.24
CDP	NOTT, CADENCE	08/22/2025	14085	247.18
CDP	DEVINCENT, MALEAH	08/22/2025	14086	538.82
CDP	DAVIS, ELLARY	08/22/2025	14087	558.01
CDP	JOHNSON, BRADY	08/22/2025	14088	293.24
CDP	NOESSER, COLIN	08/22/2025	14089	226.38
CDP	MARTINEZ, DULCE	08/22/2025	14090	619.41
CDP	CORTES, GETHSEMANIE	08/22/2025	14091	42.71
CDP	CHIRRICK, HALLE	08/22/2025	14092	185.85
CDP	GRISHAM, AMANDA R	08/22/2025	14093	5,908.93
CDP	REYNOLDS, JIM	08/22/2025	14094	6,777.05
CDP	GRISHAM, AMANDA R	08/22/2025	14095	2,902.94
CDP	REYNOLDS, JIM	08/22/2025	14096	2,552.86
CDPT	AMERICAN FIDELITY	08/22/2025	14097	569.32
CDPT	AMERICAN FIDELITY	08/22/2025	14098	2,869.24
CDPT	BPOA	08/22/2025	14099	1,680.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	08/22/2025	14100	369.23
CDPT	COBEA	08/22/2025	14101	55.50
CDPT	MSA-DENTAL POOL	08/22/2025	14102	6,205.40
CDPT	TEXAS LIFE INSURANCE COMPANY	08/22/2025	14103	551.55
CDPT	THE HARTFORD	08/22/2025	14104	1,977.07
CDPT	U.S Bank PARS Account #: 6746050100	08/22/2025	14105	31,751.90
CDPT	US BANK TRUST WESTERN REGION	08/22/2025	14106	13,738.93
CDPT	US BANK TRUST WESTERN REGION	08/22/2025	14107	2,359.73
CDPT	VISION SERVICE PLAN	08/22/2025	14108	561.83
CDPT	THE HARTFORD	08/27/2025	14109	1,950.49
CDA	Actuarial Retirement Consulting LLC	08/28/2025	14110	1,500.00
CDA	ALPINE PAINT OF BISHOP	08/28/2025	14111	275.44
CDA	Anastasiia Budnyk	08/28/2025	14112	788.00
CDA	BISHOP VOLUNTEER FIRE	08/28/2025	14113	540.00
CDA	BLACK POINT LLC.	08/28/2025	14114	554.60

Journal	Payee or Description	Date	Check Number	Amount
CDA	BROWN'S SUPPLY	08/28/2025	14115	551.57
CDA	CANON FINANCIAL SERVICES	08/28/2025	14116	2,870.14
CDA	CARMICHAEL BUSINESS TECH.	08/28/2025	14117	58,618.80
CDA	CHALFANT BIG TREES FARM	08/28/2025	14118	197.39
CDA	COMMUNITY PRINTING	08/28/2025	14119	39.50
CDA	Daniel Burton	08/28/2025	14120	924.50
CDA	DEPT OF JUSTICE	08/28/2025	14121	1,764.00
CDA	DEPT OF WATER AND POWER	08/28/2025	14122	9,990.06
CDA	DEPT OF WATER AND POWER	08/28/2025	14123	500.00
CDA	ELDRIDGE ELECTRIC & SON	08/28/2025	14124	29,518.37
CDA	FEDEX	08/28/2025	14125	8.95
CDA	FRONTIER	08/28/2025	14126	579.23
CDA	GOLDEN STATE EMERGENCY	08/28/2025	14127	94.12
CDA	Graphic Solutions Ltd.	08/28/2025	14128	1,627.50
CDA	HUNT PROPANE, INC.	08/28/2025	14129	338.00
CDA	INYO COUNTY INFORMATION SERVICES	08/28/2025	14130	350.51
CDA	Jones Mayer	08/28/2025	14131	16,919.60
CDA	JOSHUA ELLSWORTH	08/28/2025	14132	163.10
CDA	L.N Curtis & Sons	08/28/2025	14133	701.44
CDA	LIEBERT CASSIDY WHITMORE	08/28/2025	14134	135.00
CDA	MANOR TRUE VALUE HARDWARE	08/28/2025	14135	7.25
CDA	Matt LeFever	08/28/2025	14136	1,563.83
CDA	MISSION LINEN & UNIFORM	08/28/2025	14137	61.33
CDA	MSA-DENTAL POOL	08/28/2025	14138	111.28
CDA	NEOGOV	08/28/2025	14139	903.12
CDA	OPTIMUM	08/28/2025	14140	312.18
CDA	RAMONS AUTO DETAIL	08/28/2025	14141	450.00
CDA	REVIZE, LLC	08/28/2025	14142	2,400.00
CDA	SHREDPRO, INC	08/28/2025	14143	124.00
CDA	STEPHEN MUCHOVEJ	08/28/2025	14144	58.10
CDA	THE HARTFORD	08/28/2025	14145	5.57
CDA	Thomsom Reuters - West	08/28/2025	14146	660.00
CDA	Trim Construction and Garage Doors	08/28/2025	14147	4,471.63
CDA	VERIZON WIRELESS	08/28/2025	14148	114.03
CDA	VISION SERVICE PLAN	08/28/2025	14149	12.46
CDA	WESTERN NEVADA SUPPLY CO.	08/28/2025	14150	734.02
CDA	Willdan Engineering	08/28/2025	14151	1,113.75
CDA	Wood Rodgers Inc	08/28/2025	14152	2,035.00
CDP	DIRECT DEPOSIT TOTAL	08/08/2025	92201	134,652.91
CDP	DIRECT DEPOSIT TOTAL	08/22/2025	92202	127,071.44
CDPT	EMPLOYMENT DEV. DEPT.	08/12/2025	80825200	7,363.00
CDPT	GREAT-WEST LIFE & ANNUITY	08/12/2025	80825201	3,520.81
CDPT	IRS	08/12/2025	80825202	26,679.58
CDPT	PERS	08/12/2025	80825203	37,860.89
CDPT	PERS DEFERRED COMP	08/12/2025	80825204	1,740.53
CDPT	CALPERS MEDICAL	08/22/2025	82225200	105,917.22
CDPT	EMPLOYMENT DEV. DEPT.	08/22/2025	82225201	8,423.00
CDPT	GREAT-WEST LIFE & ANNUITY	08/22/2025	82225202	3,520.81
CDPT	IRS	08/22/2025	82225203	28,197.87
CDPT	PERS	08/22/2025	82225204	37,115.90
CDPT	PERS DEFERRED COMP	08/22/2025	82225205	1,740.53
	Grand Totals:			1,712,427.94

Agenda Item: 16.D
Date of Meeting: October 27, 2025
Department: Finance

STAFF REPORT

To: City Council

From: Ethan Aukee

Subject: **Administration Budget Adjustment Request**

Prepared On: September 25, 2025

Background/History:
The Public Works Secretary retired earlier this calendar year and the City decided to market the position of Engineering Technician rather than market the Public Works Secretary position. The Engineering Technician position will manage some of the existing secretary duties, with the remainder of duties managed by Administration and Finance. Currently, the two Administrative Support Assistants are fully covering their workloads prior to the Public Works Secretary retirement and the increased duties added to their workloads following the retirement.

The City planned for the Administrative Support Assistants' workloads to be increased, however, this change has been determined to be unsustainable. Unsustainability is not only based on the increased workload from the Public Works Secretary retirement but also increased workloads in supporting the Planning Department and the Fire Department.

The City has analyzed the current workload structure and has determined that the most effective and efficient method of addressing the unsustainable current configuration is to seek to hire a part-time Office Assistant. This position is included in the City's salary schedule.

Analysis/Discussion:
The effect on the FY 2025-26 budget is included in the budget section of this staff report.

Economic Impacts:
No significant economic impacts.

Budget Impacts:
This position is not budgeted, and the below budget adjustment would be required to proceed in hiring a part-time Office Assistant.

001-011-51002 (Administration, Part-Time Wages) 24,000.00
001-011-51011 (Medicare Tax) 360.00
001-011-51017 (PARS-ARS) 324.00

The net change in the General Fund budget is an increase in spending in the amount of $24,684.00.

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

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

Approved By: Ethan Aukee 9/25/2025
Approved By: Robin Picken 9/25/2025
Approved By: Pam Foster 10/13/2025
Approved By:

Agenda Item: 16.E
Date of Meeting: October 27, 2025
Department: Finance

STAFF REPORT

To: City Council

From: Ethan Aukee

Subject: **2024-25 Grant in Support Reimbursement Claims Made**

Prepared On: September 30, 2025

Background/History:
Three claims were made for reimbursement on 2024-25 Grant in Support Program projects between the end of August and the end of September. Based on the grant agreements, September 30th is the final day for submission. The City's accrual period ends on August 30th, so the expenses associated with these claims are no longer permitted to be accrued to FY 2024-25 and therefore would need to be expensed in FY 2025-26.

In order to allow for reimbursement payment to be made pursuant to the grant agreements, approval for appropriation and a budget adjustment are needed and being requested.

Analysis/Discussion:
The three projects combined qualify for up to $32,000.00 of reimbursement, therefore, a $32,000.00 spending increase budget adjustment is being requested. This spending was appropriated in 2024-25, but the associated expense was not incurred, resulting in unspent approved spending in 2024-25 and the need for this budget adjustment in 2025-26.

Moving forward, the City will consider aligning the deadline for grant submissions with the end of its accrual period.

Economic Impacts:
None.

Budget Impacts:
$32,000.00 increase in expense budget, GL account 001-019-52131.

The $32,000.00 was intended to be spent in the prior year, but the liability for the City to reimburse the grantees was not established until after the FY 2024-25 accrual period.

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

Recommended Action:
City Council to authorize $32,000.00 in increased spending within GL account 001-019-52131 in fiscal year 2025-26.

Approved By: Ethan Aukee 9/30/2025
Approved By: Robin Picken 10/2/2025
Approved By: Pam Foster 10/13/2025
Approved By:

Agenda Item: 16.F
Date of Meeting: October 27, 2025
Department: City Clerk

STAFF REPORT

To:	City Council
From:	Robin Picken
Subject:	**Granicus Agreement – Three-Year Extension 11/12/2025-11/11/2028**
Prepared On:	October 10, 2025
Attachments:	Granicus Agreement 2018-2021 Granicus Proposed Agreement for 11 12 2025 - 11 11 2028

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, City staff feels that Granicus has performed their services in a satisfactory manner. Since the purchase and implementation of Granicus' agenda management solution (PEAK Agenda Management) in 2023, meeting agenda production has become more efficient.

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, 2023-2024, and on October 28, 2024, the City Council approved the Granicus Agreement – One-Year Extension 11/12/2024-11/11/2025 with an annual cost of $15,258.31.

The Council now has the opportunity to approve the attached Granicus Subscription Renewal for current services provided for the next three years, with an increase of seven percent each year as follows.

November 12, 2025 to November 11, 2026 = $16,326.39
November 12, 2026 to November 11, 2027 = $17,469.24

November 12, 2027 to November 11, 2028 = $18,692.10
Total for three years = $52,487.73

Economic Impacts:
There is no significant economic impact.

Budget Impacts:
The current annual cost to the City is $15,258.31.

If the Council approves the proposed Granicus Subscription Renewal for the current services provided for the next three years, there will be an increase of seven percent each year due annually as follows:
November 12, 2025 to November 11, 2026 = $16,326.39
November 12, 2026 to November 11, 2027 = $17,469.24
November 12, 2027 to November 11, 2028 = $18,692.10

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

Recommended Action:
Council consideration to approve the proposed Granicus Subscription Renewal for the current services provided from November 12, 2025 to November 11, 2028 as presented, with a total cost of $52,487.73.

Approved By: Ethan Aukee 10/10/2025
Approved By: Robin Picken 10/13/2025
Approved By: Pam Foster 10/13/2025
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
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

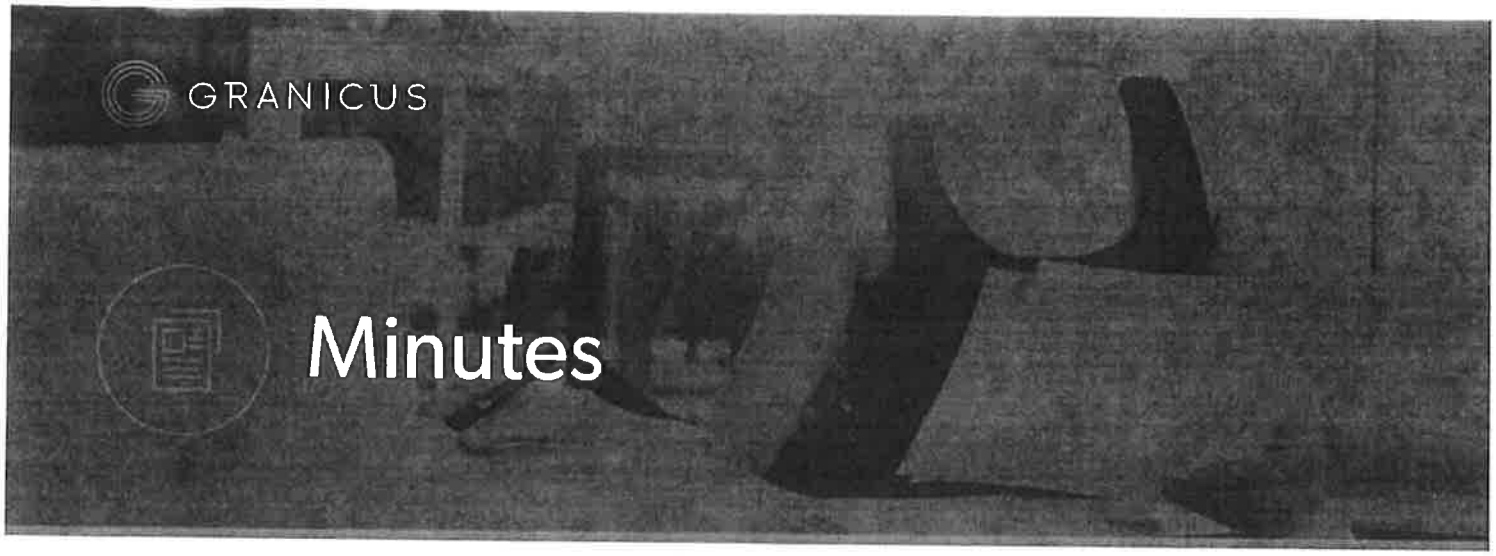
Granicus Video enables organizations to build a content-rich library of live and archived public meeting webcasts and records without hassle, enabling agencies to reach a broader audience and further meet modern transparency demands.

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 Proposal for Bishop, CA

ORDER DETAILS

Prepared By:	Dilana Vargas
Phone:	
Email:	dilana.vargas@granicus.com
Order #:	Q-489944
Prepared On:	09 Oct 2025
Expires On:	11 Nov 2025

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 2025
Initial Order Term End Date:	11 Nov 2028
Period of Performance:	12 Nov 2025 - 11 Nov 2026

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	$5,025.99
Peak Agenda Management	Annual	1 Each	$3,778.17
Granicus Encoding Appliance Software (GT)	Annual	1 Each	$1,675.33
Meeting Efficiency Suite	Annual	1 Each	$3,350.65
Open Platform Suite	Annual	1 Each	$2,496.25
Send Agenda (Peak)	Annual	1 Each	$0.00
govDelivery for Integrations	Annual	1 Each	$0.00
		SUBTOTAL:	**$16,326.39**

FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	12 Nov 2026 - 11 Nov 2027	12 Nov 2027 - 11 Nov 2028
Government Transparency Suite	$5,377.81	$5,754.26
Peak Agenda Management	$4,042.64	$4,325.63
Granicus Encoding Appliance Software (GT)	$1,792.60	$1,918.09
Meeting Efficiency Suite	$3,585.20	$3,836.16
Open Platform Suite	$2,670.99	$2,857.96
Send Agenda (Peak)	$0.00	$0.00
govDelivery for Integrations	$0.00	$0.00
SUBTOTAL:	**$17,469.24**	**$18,692.10**

PRODUCT UPDATES

FOR INFORMATION ON RECENT AND UPCOMING PRODUCT ENHANCEMENTS ACROSS THE GRANICUS PORTFOLIO, PLEASE REFER TO THE SEMIANNUAL UPDATE INFORMATION ON THIS WEBPAGE:
: HTTPS://GRANICUS.COM/SEMIANNUAL-UPDATES/

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

Solution	Description
	• 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)
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.

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-489944 dated 09 Oct 2025 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.

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-489944 dated 09 Oct 2025 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:	

CITY OF BISHOP
POLICE DEPARTMENT

Parking Enforcement Officer

DEFINITION

Under general supervision, patrols assigned areas by vehicle, bicycle, and on foot to enforce City of Bishop Municipal Code and California Vehicle Code parking regulations. Issues citations and warnings, coordinates towing/impound when authorized, responds to citizen inquiries and complaints, testifies in court, and performs related clerical and field duties that support orderly parking, traffic safety, and downtown/business district turnover. This is a civilian, non-sworn position emphasizing education, voluntary compliance, and professional customer service while maintaining consistent, impartial enforcement.

SUPERVISION RECEIVED AND EXERCISED

- Receives general supervision from a Police Sergeant or Corporal.

EXAMPLE OF DUTIES

The duties listed below are examples of the work typically performed by employees of thisclass. An employee may not be assigned all duties listed and may be assigned duties which are not listed below. Marginal duties are those which are least likely essential functions for any single position in this class.

- Patrols designated zones (downtown, business corridors, residential permit areas, special events) to identify and address parking violations.
- Issues parking citations and warnings using handheld devices; documents violations with photos and notes.
- Enforces time limits, loading zones, handicap/disabled placards, signed restrictions, curb rules, and temporary restrictions.
- Coordinates authorized tows/impounds; completes and processes related forms.
- Responds to and resolves parking-related complaints and inquiries; provides directions and information to the public.
- Operates department vehicles, radios, body-worn cameras, and handheld citation writers.
- Prepares reports; collects and preserves evidence; appears and testifies in court.
- Conducts parking surveys, signage/curb paint checks; reports hazards or faded markings.
- Supports Police Department with non-enforcement duties as assigned, including traffic control, found property, and public education.

QUALIFICATIONS

Knowledge of:

- Municipal and California Vehicle Code parking regulations and enforcement practices.
- City of Bishop ordinances relevant to parking and traffic safety.
- Principles of exceptional customer service and conflict de-escalation.
- Use of handheld citation devices, body-worn cameras, and related technology.

Ability to:

- Interpret and apply laws, ordinances, and posted restrictions consistently and impartially.
- Communicate clearly and respectfully in person and in writing.
- Exercise sound judgment when handling confrontational situations or working independently.
- Establish and maintain effective working relationships with coworkers, businesses, residents, and visitors.
- Safely operate a City vehicle and work outdoors in varying weather conditions.

Skill to:

- Understand and carry out both oral and written directions.
- On a continuous basis, know and understand operations and observe safety rules.
- On a continuous basis, sit and stand for extended periods of time.
- Traverse uneven terrain, periodically standing, stooping, bending, climbing, and kneeling to perform site inspections.
- Working in exposure to various weather conditions.
- Normal vision to read handwritten and printed material and a computer screen.
- Learn to interpret and apply rules, regulations, and ordinances relating to police operations.
- Use a computer, calculator, telephone, photocopy machine and camera.
- Analyze situations quickly, calmly, and objectively and to determine proper course of action.
- Safely and effectively perform duties.
- Establish and maintain effective working relationships with those contacted in the performance of required duties.
- Communicate clearly and concisely, both orally and in writing.

EDUCATION, EXPERIENCE AND TRAINING GUIDELINES

Any combination of education, experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

- High school graduate or equivalent.

Experience and Training:

- One year of customer service, code/parking enforcement, or related public contact experience preferred.

Special Requirements:

- At least 18 years of age.
- Must possess or obtain by appointment date a valid driver's license issued by the state of California.
- Must successfully complete a pre-employment background investigation and physical.
- Bilingual Preferred.

PHYSICAL, MENTAL AND EMOTIONAL REQUIREMENTS

The physical demands described here and in the job analysis 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.

- Hearing Standard: normal hearing
- Frequent walking/standing, including extended foot patrol; occasional bending, kneeling, reaching, and lifting up to 25 lbs. Exposure to outdoor conditions, traffic, and potential confrontational situations with the public.
- Requires maintaining composure and professionalism in all interactions.

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 frequently works in outside weather conditions, which may include extreme cold, windy and other wintery conditions. The employee is occasionally exposed to wet and/or humid conditions, extreme cold, and extreme heat. The noise level in the work environment is usually moderate.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference checks; job related tests may be required.

This classification is not intended to be all-inclusive. An employee may be required to perform other reasonable duties as assigned by management. The City reserves the right, with the concurrence of the department head, to revise or change classification duties and responsibilities as the need arises and as consistent with the meet and confer process.

Approved by Council:

Job Description and Essential Function Analysis

Job Title:	Parking Enforcement Officer	Department:	Police	Agency:	City of Bishop

Position Summary:
Under general supervision, patrols assigned areas by vehicle, bicycle, and on foot to enforce City of Bishop Municipal Code and California Vehicle Code parking regulations. Issues citations and warnings, coordinates towing/impound when authorized, responds to citizen inquiries and complaints, testifies in court, and performs related clerical and field duties that support orderly parking, traffic safety, and downtown/business district turnover. This is a civilian, non-sworn position emphasizing education, voluntary compliance, and professional customer service while maintaining consistent, impartial enforcement.

Employment and Work Conditions:

Type of employment **X Regular** ☐ Temp/Seasonal Full-time **X Part-time X At Will** ☐ Contract
FLSA status ☐ Exempt **X Non-Exempt**

Competitive service ☐ Yes **X No**
Bargaining unit _____

Salary or pay range

Pay differential, incentives, specialty pay, etc.

Work setting	**Outside, vehicle and office**	Attire	**Department Polo**	Workdays	**Monday-Sunday**
Location	**Police Department**	Exposure to others	**Co-workers and public**	Work hours	Various
Supervisor	**Sergeant or Corporal**	Driving required	**X Yes** (check type below) ☐ No	Core hours	**0700-1800**
Supervises	**N/A**		**X Class C** ☐ Commercial	Overtime required	**Rarely**
		Travel required	☐ Yes **X No**	Weekends required	**YES**

Pre-employment tests	Required	Comments
Pre-placement exam	☐ Yes **X No**	
Pre-employment medical exam	☐ Yes **X 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.	**Patrol:** Patrol assigned areas and identify and issue citations to vehicles in violation of appropriate codes, laws, ordinances and regulations pertaining to on-street and public parking. Respond to public complaints of abandoned vehicles; tag vehicles after investigating vehicle status; arrange for the towing of vehicles if not removed within the specified time frame. May chalk tires of vehicles parked in unmetered spaces, record time, and return at specified intervals to ticket vehicles remaining in spaces illegally.	Yes	Constant
2.	**Citation Issuance:** Patrol assigned areas and identify and issue citations to vehicles in violation of appropriate codes, laws, ordinances and regulations pertaining to on-street and public parking. Turn in citations issued at end of shift.	Yes	Occasional
3.	**Reports:** Provide written documentation related to parking violations and citations as required. Maintain records related to work performed.	Yes	Occasional
4.	**Vehicle Maintenance:** Maintain vehicle fluid levels. Wash and sweep vehicle. May drive vehicle to local repair shop.	Yes	Seldom
	Field Reporting: Monitor and report parking signing and marking problems to appropriate repair staff.	Yes	Seldom
5.	**Driving / Travel:** Drives City vehicle during course of Duty.	Yes	Frequent

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):* Equivalent to the completion of the twelfth (12th) grade.	X	
2.	Experience *(level of experience required to start job position and successfully accomplish the essential functions of the job):* *One (1) year of customer service, code/parking enforcement, security, or related public contact experience preferred.*	X	
3.	Skills: Read, interpret, and apply parking codes and ordinances. Preparing and maintaining organized and accurate records. Use sound independent judgment within established guidelines. Deal tactfully and effectively with those encountered in the course of the work including hostile and irate citizens. Communicate effectively both verbally and in writing. Establish and maintain effective working relationships with those contacted in the course of the work.		
4.	Knowledge of: Departmental practices and procedures and applicable City policies. Safe work methods and safety regulations pertaining to the work, including driving habits. Basic English language usage and legible handwriting. Basic record-keeping principles and practices.	X	
5.	Ability to: Read, interpret, and apply parking codes and ordinances. Preparing and maintaining organized and accurate records. Use sound independent judgment within established guidelines. Deal tactfully and effectively with those encountered in the course of the work including hostile and irate citizens. Communicate effectively both verbally and in writing. Establish and maintain effective working relationships with those contacted in the course of the work.	X	
6.	Job-related licenses, certifications, and/or designations: Valid California driver's license.	X	
7.	Attendance	X	
8.	Security clearances		
9.	Criminal record complies with agency's Live Scan Policy or other policies (including out-of-state records)	X	
10.	Language(s)		X
11.	Transportation personal vehicle X 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 3 hrs.										
2.	Stand		X					X		X			Up to 3 Hrs.										
3.	Walk	flat or level terrain	X					X		X			Up to 15 min.										
		uneven terrain	X					X		X			Up to 3 hrs.										
4a.	Lift	up to 10 pounds	X			X						X	Seconds										
	Above	11 – 25 pounds				X																	
	Shoulder	26 – 40 pounds				X																	
		41 – 55 pounds				X																	
		56 – 75 pounds			X																		
		>75 pounds																					
4b.	Lift	up to 10 pounds	X					X		X			Seconds										
	at Waist	11 – 25 pounds	X			X						X	Seconds										
	or Chest	26 – 40 pounds			X																		
		41 – 55 pounds			X																		
		56 – 75 pounds			X																		
		>75 pounds			X																		

			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																		
		41 – 55 pounds		X	X																		
		56 – 75 pounds		X	X																		
		>75 pounds		X	X																		
5.	Carry	up to 10 pounds	X				X			X			Up to 2 min.										Up to 50 feet
	List	11 – 25 pounds	X			X						X	Up to 2 min.										Up to 2 feet
	distance	26 – 40 pounds	X			X						X	Seconds										
	In	41 – 55 pounds			X																		
	comments	56 – 75 pounds			X																		
		>75 pounds			X																		
6.	Push		X			X					X		Seconds										
7.	Pull		X			X					X		Seconds										
8.	Twist		X				X			X			Seconds										
9.	Bend		X				X				X		Seconds										
10.	Stoop		X			X					X		Seconds										
11.	Kneel		X			X						X	Up to 2 min.										
12.	Crawl				X																		
13.	Crouch		X			X						X	Seconds										
14.	Squat		X			X						X	Seconds										
15.	Climb (stairs, steps, ladder)		X			X					X		Seconds										
16.	Run				X																		
17.	Jump				X																		
18.	Lie down (stomach, side, back)				X																		
19.	Balance		X				X					X	Seconds										
20.	Neck	extension	X			X				X			Up to 2 min.										
		flexion	X					X		X			Up to 5 min.										
		turning	X					X		X			Seconds										
21.	Upper Extremity Activities																						
a.	Reach	at, below shoulders	X				X			X			Up to 20 min.										
		above shoulders	X			X						X	Seconds										
b.	Grasp	simple	X					X		X			Up to 20 min.										
		power	X			X																	
c.	Manipulate	gross	X				X			X			Up to 2 min.										
		fine	X				X			X			Up to 2 min.										

		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					Up to 1 hours.										
22.	Foot controls	X					X		X													
23.	Stamina, endurance	X			X				X													

		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				X											
5.	Relate to others	X						X	X											
6.	Advise, counsel, influence			X																
7.	Train or give instruction	X			X				X											
8.	Work independently	X					X		X											
9.	Plan, direct, control, supervise			X																
10.	Supervise employees			X																
11.	Supervise non-employees			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.																				

		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			Up to 2.5 hrs.										
2.	Work outdoors	X					X		X		X	Up to 5 hrs.										
3.	Driving	X					X				X	Up to 1 hrs.										
4.	Heights			X																		
5.	Lighting extremes	X			X																	
6.	Temperature extremes (give ranges)	X					X															Seasonal temperatures can be above 100 degrees and below 40 degrees
7.	Airborne contaminants (pollen, smog, smoke, dust)	X				X																
8.	Gas, fumes, odors	X				X																
9.	Electrical			X																		
10.	Water			X																		
11.	Biohazard			X																		
12.	HazMat (includes solvents, ammonia, lead, asbestosis, paint, welding, corrosives)			X																		
13.	Flammable, combustible			X																		
14.	Noise (above 85dB)					X																
15.	Vibration			X																		
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
2.	Smell			X																
3.	Hearing	X						X	X											1,2,3,4,5
4.	Taste			X																
5.	Tactile, touch (e.g., hot, texture)			X																
6.	Speaking	X			X		X		X											1,2,3,4
7.	Reading	X					X		X											1,2,3,4,5
8.	Writing (inc. keyboarding)	X						X	X											1,2,3,4

			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 30 min.										
		copier, fax	X				X				X		Up to 10 min.										
		telephone, cell	X			X				X			Up to 20 min.										
		pen, stapler, etc.	X				X			X			Up to 2 min.										
		postage, binding			X																		
2.	Hand tools		X			X						X											
3.	Safety equipment/PPE		X					X		X													
4.	Private passenger vehicle				X								Up to 10 min.										
5.	Golf cart, utility vehicle				X																		
6.	Motorcycle, bicycle				X																		
7.	Light utility vehicle or truck		X						X	X													
8.	Heavy utility vehicle				X																		
9.	Earthmoving equipment				X																		
10.	Construction equipment				X																		
11.	Transit equipment				X																		
12.	Landscaping equipment				X																		
13.																							
14.																							

Completed by: N. Derr Title: Chief of Police

Company: City of Bishop

Signature: _____ Date: _____

Employer Representatives:

Name: Pam Foster Title: City Administrator

Company: City of Bishop

Signature: _____ Date: _____

CITY OF BISHOP

PUBLIC WORKS

Engineering Technician I/II/III

DEFINITION

This position supports the planning, development, and delivery of small- to medium-scale public works projects, with a focus on road maintenance, permit administration, procurement, and consultant coordination. The position performs both technical and administrative work, including infrastructure condition assessment, quantity takeoffs, cost estimating, construction bid document preparation, and coordination with consultants and contractors. This role increases the department's capacity to deliver pavement maintenance and minor capital improvement projects with limited staff resources.

Assignment level and duties will vary depending on qualifications and departmental needs. Higher classifications may include greater independence in project delivery, grant management, or contract oversight.

SUPERVISION RECEIVED AND EXERCISED

- Receives general supervision from Public Works Director

EXAMPLE OF DUTIES

Duties may include, but are not limited to, the following:

Project Planning and Delivery

- Use pavement condition data to prioritize road and sidewalk maintenance projects.
- Conduct field reviews to verify conditions and define project scopes.
- Prepare cost estimates, quantities, and budgets for maintenance-level construction projects (e.g., overlays, slurry, striping), under the direction of the Director.
- Develop bid packages, including technical specifications, maps, and contract documents.
- Support consultants by providing field data, record drawings, and project background; assist in preparing construction bid documents for Director review.

Permit and Right-of-Way Administration

- Manage public works-related permits, including encroachment permits, water fill stem agreements, and grading permits.
- Coordinate application intake, fee processing, plan review, field inspection, and closeout.
- Coordinate with property owners to resolve private encroachments (e.g., fences, landscaping) within the public right-of-way.

- Interpret right-of-way boundaries using maps or deeds and maintain related records.

Procurement and Contract Support

- Prepare scopes and solicit quotes for materials, equipment, and services in accordance with City purchasing policies.
- Assist with writing technical specifications and developing project-specific bid documents.
- Maintain up-to-date field documentation, as-built markups, and technical files using Laserfiche and GIS platforms.

Capital Improvement and Grant Coordination

- Support development of capital project documentation and updates at the direction of the Director.
- Support grant applications, obligation tracking, and reimbursement requests for eligible projects.

Technical Program Support

- Assist with planning and conducting pre-bid site visits to review project conditions and answer contractor questions
- Review contractor work in the field for compliance with City standards.
- Inspect completed concrete, asphalt, and drainage improvements; prepare punch lists and verify quantities.
- Assist with field adjustments, plan clarifications, and construction documentation.
- Respond to public inquiries and service complaints.

QUALIFICATIONS

The Public Works Project Coordinator possesses the following qualifications or their equivalent:

Knowledge of:

- Public works construction methods, materials, and field practices
- Basic civil engineering concepts and terminology related to roadways, sidewalks, and utilities
- Public agency contracting and procurement processes
- Standard plans, specifications, and right-of-way documentation
- Regulatory requirements related to encroachment, grading, and permitting
- Standard construction specifications such as Caltrans Standard Plans and Greenbook standards

Skills in:

- Preparing cost estimates, scopes of work, and bid packages
- Organizing and maintaining permit and project records
- Using software such as Microsoft Word, Excel, GIS, and document management platforms (e.g., Laserfiche)
- Communicating clearly and professionally, both verbally and in writing
- Managing time and multiple tasks effectively under minimal supervision
- Reviewing field conditions and verifying contractor compliance with specifications

Ability to:

- Read and interpret engineering plans, technical drawings, and maps
- Conduct field reviews and document infrastructure conditions accurately
- Coordinate with contractors, consultants, property owners, and other departments
- Understand and apply City policies, procedures, and applicable codes
- Track project deadlines, deliverables, and financial information
- Prepare clear staff reports, notices, correspondence, and summaries
- Identify field conditions and recommend appropriate technical solutions
- Apply engineering standards to field construction and document required changes

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Education and Experience

- For Technician I: No work experience in field is required; Associate degree in civil engineering technology, construction management, public administration, or a related field required.
- For Technician II: Requirements for Technician I plus, One (1) year of experience in public works, engineering, or construction support.
- For Technician III: Requirements for Technician I and II plus, Two (2) or more years of experience in public works project delivery, including bid package preparation and field oversight.
- Experience preparing cost estimates and bid packages is highly desirable.
- Bachelor's degree may substitute for one year of experience.

Licenses and Certifications

- Valid California Class C Driver's License required.
- Certifications in public procurement, GIS, or project management are desirable but not required.

TOOLS AND EQUIPMENT USED

- Office equipment: Desktop computer, printer, scanner, telephone, mobile devices
- Software: Microsoft Office (Word, Excel, Outlook), Adobe Acrobat, GIS software, Laserfiche, asset management or permitting platforms.
- Field tools: Tape measure, digital camera, tablet or GPS unit, safety equipment (e.g., vest, hard hat)
- Vehicles: City vehicle for field site visits, inspections, and project coordination

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.

The employee must occasionally walk over uneven terrain, stand for extended periods during inspections, and wear appropriate safety gear while visiting active or future project sites.

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.

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 noise level in the work environment is usually quiet to moderate.

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:

CITY OF BISHOP
PART-TIME EMPLOYEES WAGE SCALE

JULY 1, 2025 - JUNE 30, 2026

ADMINISTRATION / FINANCE DEPARTMENT

Position	Step	Hourly	Step Adjustments
Office Assistant	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	

FIRE DEPARTMENT

Position	Step	Hourly	Monthly	Statutory
Mechanic	NO STEPS	$ 37.95	Not Applicable	
Telecommunications (Radio) Technician	NO STEPS	$ 37.95	Not Applicable	
Fire Inspector	I	$ 45.15	Step increases occur annually with one year in between each step based on successful employee evaluations.	
	II	$ 46.15		
	III	$ 47.15		
Volunteer Firefighters	NO STEPS			Per call: $20.55
Volunteer Emergency Medical Technician	NO STEPS			Per call: $20.55
Office Assistant	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.	
	II	$ 21.55		
	III	$ 22.55		

COMMUNITY SERVICES DEPARTMENT

Position	Step	Hourly	Step Adjustments
Office Assistant	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	
Recreation Coordinator	I	$ 26.65	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 27.65	
	III	$ 28.65	
Facility Maintenance Worker	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	
Custodian/Facility Maintenance Worker	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	
Park Helper	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	
Aquatics Coordinator	I	$ 26.65	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 27.65	
	III	$ 28.65	
Assistant Aquatics Coordinator	I	$ 23.60	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 24.60	
	III	$ 25.60	
Pool Manager (Senior Guard)	I	$ 20.50	Step increases will be considered for each additional season worked.
	II	$ 21.50	
Lifeguard	I	$ 18.50	Step increases will be considered for each additional season worked.
	II	$ 19.50	

CITY OF BISHOP
PART-TIME EMPLOYEES WAGE SCALE
JULY 1, 2025 - JUNE 30, 2026

COMMUNITY SERVICES (continued)

Pool Cashier	I	$	18.50	Not Applicable
Athletic Coordinator	I	$	20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	21.55	
	III	$	22.55	
Sports Official	NO STEPS	$	42.00	Not Applicable
Assistant Sports Official	NO STEPS	$	29.00	Not Applicable
Instructor	NO STEPS	$	27.70	Not Applicable
Activity Leader	NO STEPS	$	18.50	Not Applicable
Program Leader	I	$	20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	21.55	
	III	$	22.55	
Program Site Coordinator	I	$	23.60	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	24.60	
	III	$	25.60	

POLICE DEPARTMENT

Position	Step		Hourly	Step Adjustments
Office Assistant	I	$	20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	21.55	
	III	$	22.55	
Parking Enforcement Officer	**I**	**$**	**25.00**	**Step increases occur annually with one year in between each step based on successful employee evaluations.**
	II	**$**	**26.00**	
	III	**$**	**27.00**	
Reserve	Level II	$	22.55	
	Level I	$	37.95	
Reserve Specialist	NO STEPS	$	22.55	Not Applicable
Relief Communications Operator	I	$	31.80	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	32.80	
	III	$	33.80	
Police Cadet	I	$	18.50	Not Applicable
Facility Maintenance Worker	I	$	20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	21.55	
	III	$	22.55	
Facility Maintenance Worker II	NO STEPS	$	23.60	Not Applicable
Crossing Guard	NO STEPS	$	18.50	Not Applicable

PLANNING DEPARTMENT

Position	Step		Hourly	Step Adjustments
Associate Planner / Economic Development Coordinator	I	$	45.15	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	46.15	
	III	$	47.15	
Office Assistant	I	$	20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$	21.55	
	III	$	22.55	

CITY OF BISHOP
PART-TIME EMPLOYEES WAGE SCALE

JULY 1, 2025 - JUNE 30, 2026

PUBLIC WORKS DEPARTMENT

Position	Step	Hourly	Step Adjustments
Office Assistant	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	
Drafter	I	$ 44.10	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 45.10	
	III	$ 46.10	
IT Specialist	NO STEPS	$ 46.10	Not Applicable
Engineer	NO STEPS	$ 64.60	Not Applicable
Assistant Engineer	NO STEPS	$ 54.35	Not Applicable
Maintenance Worker	I	$ 20.55	Step increases occur annually with one year in between each step based on successful employee evaluations.
	II	$ 21.55	
	III	$ 22.55	
Public Works Intern	NO STEPS	$ 19.50	Not Applicable

Position	Hourly
Retired Annuitant	A retired annuitant may work during an emergency to prevent stoppage of public business or because the annuitant has specialized skills needed in performing work of limited duration. The wage will be the hourly rate at time of retirement but not less than the minimum nor exceed that paid to other employees performing comparable duties.

Approved by Council on:

* Administrative correction for Police Captain, effective date not included on prior approved Salary Schedule.

CITY OF BISHOP
MONTHLY SALARY SCHEDULE
July 1, 2025 - June 30, 2026

ADMINISTRATION

Position	Step 1	Step 2	Step 3	Step 4	Fixed
City Administrator					$15,745
Assistant to the City Administrator (Not Filled)	$8,006	$8,807	$9,598		
City Clerk					$8,865
Personnel/Payroll & Benefits Specialist					$8,365
Executive Secretary/Assistant City Clerk (Not Filled)	$5,717	$6,291	$6,920	$7,612	
Administrative Support Assistant	$4,983	$5,483	$6,029	$6,634	

FINANCE DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Finance Director	$8,865	$9,752	$10,726		
Accounting Secretary/Budget Manager (Not Filled)	$5,718	$6,291	$6,920	$7,612	
Administrative / Accounting Assistant (Not Filled)	$4,529	$4,985	$5,481	$6,031	

COMMUNITY SERVICES DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Community Services Director (Not Filled)					$11,913
Community Services Manager					$8,041
Community Services Administrative Assistant	$4,529	$4,985	$5,481	$6,031	
Parks Supervisor	$4,921	$5,384	$5,956	$7,011	
Recreation Supervisor (Not Filled)	$4,687	$5,158	$5,672	$6,677	
Parks Facilities Lead Worker	$4,472	$4,919	$5,411	$5,952	

FIRE DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Fire Chief					$11,913
Deputy Fire Chief (Not Filled)					$10,358
Assistant Fire Chief (Not Filled)	$3,646	$4,010	$4,412	$4,852	
Fire Captain	$5,341	$5,877	$6,465	$7,114	
Engineer	$4,529	$4,985	$5,481	$6,031	
Administrative Assistant	$4,529	$4,985	$5,481	$6,031	

POLICE DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Chief					$13,858
Captain (CORRECTION, effective 7/7/2025)					**$11,394**
Sergeant	$7,773	$8,550	$9,404		
Corporal	$6,928	$7,621	$8,382		
Police Officer	$6,357	$7,063	$7,850		
Police Officer in Training	$4,802	$5,281	$5,811		
Community Services Officer	$4,529	$4,985	$5,481		
Police Records Clerk	$4,529	$4,985	$5,481	$6,031	
Police Services Technician	$4,583	$5,041	$5,545	$6,100	
Senior Communications Operator	$5,281	$5,810	$6,391	$7,029	
Communications Operator	$4,536	$5,039	$5,599	$6,221	

*** Administrative correction for Police Captain, effective date not included on prior approved Salary Schedule.**

CITY OF BISHOP
MONTHLY SALARY SCHEDULE
July 1, 2025 - June 30, 2026

PUBLIC WORKS DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Public Works Director					$12,979
Public Works Superintendent					$10,174
Public Works Supervisor	$6,496	$7,146	$7,858	$8,645	
Building Inspector / Code Enforcement Officer	$5,750	$6,325	$6,957	$7,653	
Engineering Technician III	$5,750	$6,325	$6,957	$7,653	
Engineering Technician II	$5,106	$5,617	$6,178	$6,796	
Engineering Technician I (effective 10/27/2025)	**$4,583**	**$5,041**	**$5,545**	**$6,100**	
Lead Maintenance Worker (Not Filled)	$5,341	$5,877	$6,465	$7,114	
Maintenance Worker	$4,921	$5,384	$5,956	$6,551	
Public Works Secretary	$4,529	$4,985	$5,481	$6,031	

PLANNING DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Principal Planner					$8,667
Assistant Planner (Not Filled)	$5,341	$5,877	$6,465	$7,114	

Cost of Living Adjustments for Miscellaneous, Mid-Management, Management, and Bishop Police Officers Association contracts for Fiscal Years as follows: 2025/2026 - 2.5%

For all Step Classifications -Step Increases occur annually with one year in between each step based on successful employee evaluations.

Approved by Council on:

Agenda Item: 16.J
Date of Meeting: October 27, 2025
Department: Finance

STAFF REPORT

To: City Council

From: Ethan Aukee

Subject: **S. Warren Street Improvement Project Budget Adjustment Request**

Prepared On: September 25, 2025

Background/History:
When creating the FY 2025-26 budget, the City budgeted for the S. Warren Street Improvement Project, but the budgeting and accounting can be adjusted to follow best practices. Currently, the project is split between the General Fund and the Streets/Sidewalk Improvement Fund. Best practices would dictate use of a capital project fund, with General Fund and capital reserve funds being transferred/loaned to the project fund as needed. The capital project fund would maintain all cash flow, revenue and expenditure associated with the project.

Analysis/Discussion:
No additional analysis or discussion.

Economic Impacts:
No significant economic impacts associated with this budget adjustment request.

Budget Impacts:
Fund 055 will be used for the South Warren Street Improvement Project. The necessary budget adjustments are listed below:

Move Intergovernmental Revenue budget from General Fund to Capital Project Fund (Federal Earmark)
001-000-39520 1,000,000.00
055-000-39520 (1,000,000.00)

Move City Capital Outlay for Reimbursable Earmark to Capital Project Fund
001-023-56027 (1,000,000.00)
055-000-56027 1,000,000.00

Record Due to/from Funds for interfund loan for City Cash Flow Prior to Reimbursement from Earmark, General Fund reimbursed upon receipt of federal earmark funds
001-000-13100 1,000,000.00

055-000-20700 (1,000,000.00)

Move Non-Reimbursable City Capital Outlay to Capital Project Fund from Capital Reserve Fund
019-040-56027 (1,419,213.00)
055-000-56027 1,419,213.00

Record Operating Transfer from Capital Reserve Fund to Capital Project Fund
019-040-59999 1,419,213.00
055-000-39999 (1,419,213.00)

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

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

Approved By: Ethan Aukee 9/25/2025
Approved By: Robin Picken 9/29/2025
Approved By: Pam Foster 10/13/2025
Approved By:

Agenda Item: 16.K
Date of Meeting: October 27, 2025
Department: Public Works

STAFF REPORT

To: City Council

From: Nora Gamino

Subject: **Approval of Task Orders 25-TO-05 (HELIX Environmental Planning) and 25-TO-07 (Lumos & Associates) and Related Budget Adjustment for the East Line Street Bridge Replacement Project**

Prepared On: October 15, 2025

Attachments: 25-TO-05 HELIX - Bridge Permitting
25-TO-07 Lumos - Bridge ROW Support

Background/History:
The City of Bishop submitted the East Line Street Bridge Replacement Project to the California Transportation Commission (CTC) in 2008 and received COVID-era State Transportation Improvement Program (STIP) funds in 2021. A professional services contract with Lumos & Associates was executed in October 2021 for environmental compliance, permitting, design, and engineering. Due to COVID STIP funding time limitations, all project funding expires on or before June 30, 2025. As a result, funding for construction was lost, although the City is pursuing reprogramming of local STIP funds for FY 2027-28.

While construction remains unfunded, several remaining pre-construction activities are necessary to maintain project readiness and regulatory compliance. These include environmental permitting and right-of-way documentation to support eventual construction.

This project is included in Objective 3.2 of the City's Strategic Plan.

Analysis/Discussion:
Task Order 25-TO-07 – Lumos & Associates
The final design of the bridge shifts the roadway alignment slightly to better center it within the existing right-of-way. This creates the need for temporary construction easements and potentially minor permanent right-of-way acquisition. The original Lumos contract did not include right-of-way engineering or legal description exhibits.

Lumos & Associates will prepare right-of-way and easement description exhibits for up to five parcels affected by the project, along with Permission to Construct (PTC) sketch maps. They will also provide coordination support to ensure right-of-way documentation aligns with environmental permit requirements.

The scope includes right-of-way and easement exhibits, legal descriptions, mapping, and coordination with the City's permitting and acquisition process. The not-to-exceed fee for this work is $46,000.

Task Order 25-TO-05 – HELIX Environmental Planning
HELIX Environmental Planning, Inc. will complete remaining environmental permitting for the project, which involves federal and state agency coordination and permit applications to:

- U.S. Army Corps of Engineers (USACE) under Section 404,
- Lahontan Regional Water Quality Control Board (LRWQCB) under Section 401, and
- California Department of Fish and Wildlife (CDFW) under Section 1602.

HELIX previously performed preliminary permitting work under Lumos and will now finalize permit applications, coordinate field verification, and manage inter-agency consultation.

The scope includes aquatic resources field verification, preparation of 404/401/1602 permit applications, and agency coordination. The not-to-exceed fee for this work is $54,000.

In total, the City has already received $318,542 in reimbursements from the California Department of Transportation for previously completed work under this project, including $125,676.71 for Project Approval and Environmental Documentation (PA/ED), $153,329.50 for Plans, Specifications, and Estimates (PS&E), and $39,535.79 for City staff time and indirect costs. These reimbursements reflect eligible work completed to date under the original STIP funding.

Economic Impacts:
No significant economic impacts associated with this action.

Budget Impacts:
This item is not included in the FY 2025-26 Budget; the below listed budget adjustment is required.

- Operating transfer out of General Fund
  001-023-59999 110,000.00
- Operating transfer in to E. Line St. Bridge Replacement Fund
  054-000-39999 (110,000.00)
- Increased contract services spending within the E. Line St. Bridge Replacement Fund
  054-000-55026 110,000.00

The operating transfer from General Fund to the capital project fund implies that the General Fund will finance $110,000 of spending within the capital project fund without expectation of repayment or reimbursement.

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

Recommended Action:
Council consideration to:

1. Approve Task Order 25-TO-05 with HELIX Environmental Planning, Inc. in the not-to-exceed amount of $54,000;
2. Approve Task Order 25-TO-07 with Lumos & Associates in the not-to-exceed amount of $46,000;
3. Authorize the Public Works Director to execute the task orders on behalf of the City; and
4. Approve the budget adjustment transferring $110,000 from the General Fund to the East Line Street Bridge Replacement Project Fund.

Approved By: Ethan Aukee 10/23/2025
Approved By: Robin Picken 10/23/2025
Approved By:
Approved By:

CITY OF BISHOP

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

25-TO-05 Helix
for As Needed, On-Call Environmental Consulting Services

Date: October 27, 2025
Consultant: HELIX Environmental Planning, Inc.
Contract No: 25-TO-05
Project Title: E. Line Bridge Permitting Support
Not to Exceed Fee: $54,000

A. PROJECT DESCRIPTION AND BACKGROUND INFORMATION

The City of Bishop is advancing the E. Line Street Bridge Replacement Project. The existing structure crosses Bishop Creek and will be replaced under a federally funded program. HELIX Environmental Planning (HELIX) previously supported the project under Lumos & Associates but now proposes to complete the remaining environmental permitting tasks directly through the City's On-Call Environmental Consulting Services Agreement, dated June 1, 2024.

The project requires federal and state permits due to potential impacts on jurisdictional waters (Bishop Creek). HELIX will prepare and coordinate the necessary regulatory permit applications for the U.S. Army Corps of Engineers (USACE), Lahontan Regional Water Quality Control Board (LRWQCB), and California Department of Fish and Wildlife (CDFW).

HELIX provided the attached letter proposal (Exhibit A) that details the scope of services, deliverables, and cost estimates. Summaries are provided below.

B. SCOPE OF SERVICES

Task 1 – Aquatic Resources Field Verification

- Coordinate a field visit with USACE to review the draft Aquatic Resources Delineation (HELIX August 2023).
- Revise and submit the final map for USACE verification.

Deliverable: Field verification meeting (if necessary); revised Aquatic Resources Delineation Map

Task 2 – Preparation of Aquatic Resource Permit Applications (404/401/1602)

- Prepare a Clean Water Act Section 404 Pre-Construction Notification (PCN) to USACE under Nationwide Permit 14 for Linear Transportation Projects.
- Prepare a Section 401 Water Quality Certification Application (or Report of Waste Discharge) for LRWQCB.

- Prepare a CDFW Section 1602 Streambed Alteration Notification via EPIMS (Region 6, Inland Desert Region).
- Coordinate agency consultation and address comments.

Deliverables: Digital copies of the 404 PCN, 401 Certification, and 1602 Notification packages

Task 3 – Meetings and Agency Consultation

- Provide project management and liaison services throughout the regulatory permitting process.
- Participate in kick-off and coordination meetings (virtual and as needed).
- Record and distribute meeting minutes within five business days.

Deliverables: Meeting attendance and minutes

C. ASSUMPTIONS AND PROVIDED DOCUMENTS

1. All work will be conducted on a time and materials basis.
2. For the purpose of this scope, HELIX assumes that only one round of consolidated comments will be necessary for each regulatory permit application.
3. HELIX will rely on the preliminary jurisdictional delineation to support the regulatory permit application processes. Additional studies, such as protocol surveys for special-status species, if requested by the aquatic resource regulatory agencies, are not covered under this scope of work, and would require authorization of a separate scope and budget.
4. All regulatory permit application and processing fees will be paid by the City.
5. The regulatory permit applications will be based on 100% design plans prepared by Lumos & Associates (stamped 6/30/2025) as approved by the City. This scope of work assumes that the project will qualify for a Nationwide Permit from the USACE and that the regulatory permits (404/401) can be issued based on current project design.

D. PROPOSED PROJECT SCHDULE

Task #	Deliverable	Milestone	Anticipated Date
1	Draft permit applications sent to City for review	Within 60 days of notice to proceed (NTP)	Feb. 2026
1	Schedule field verification meeting with USACE (if needed)	Within 60 days of NTP	Feb. 2026
1	Revised aquatic resources delineation map	Within 60 days of NTP	Feb. 2026
2	Revise and compile permit applications for electronic submittals	30 days after City comments received	Apr 2026
3	Undertake agency consultation component	Within 15 days of submittal of draft permit applications	Apr 2026
3	Permit Approvals (anticipated)	Approx. 14 months after NTP	Feb 2027

NTP = notice to proceed and is expected to be issued on or about October 28, 2025.

E. FEES

The total cost to complete the work included in the Scope of Services shall not exceed $54,000 without written authorization. This work and any additional work outside the Scope of Services will be billed on a time and materials basis based on the following fee schedule and as detailed in HELIX's proposal (Exhibit A).

Task	Cost
1 – Aquatic Resources Field Verification	$ 6,000
2 – Preparation of Permit Applications	$30,500
3 – Meetings and Agency Consultation	$17,500
TOTAL ALL TASKS	**$54,000**

F. CONTACT PERSON

City of Bishop	Consultant
Nora Gamino	Robert Edgerton, AICP CEP
Public Works Director	Principal
760-874-8983	916-365-8713
ngamino@cityofbishop.ca.gov	roberte@helixepi.com

IN WITNESS WHEREOF, this Task Order has been executed under the provisions of the As Needed, On-Call Civil Engineering Service Agreement between the City of Bishop and Helix Environmental Planning, Inc that was executed on June 1, 2024. By the signatures below, the parties hereto agree that all terms and conditions of this Task Order and previously agreed upon On-Call Service Agreement shall be in full force and effect.

_____ _____

Nora Gamino Date
Public Works Director
City of Bishop

_____ _____

Robert Edgerton Date
Principal Planner
HELIX Environmental Planning, Inc.

CITY OF BISHOP

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

25-TO-07 Lumos
for As Needed, On-Call Engineering and Surveying Services

Date: October 27, 2025
Consultant: Lumos & Associates
Contract No: 25-TO-07
Project Title: E. Line Bridge Right-of-Way and Easement Description Exhibits
Not to Exceed Fee: $46,000

A. PROJECT DESCRIPTION AND BACKGROUND INFORMATION

With the completion of the 100-percent design plans for the East Line Street Bridge Replacement Project, the City of Bishop requires right-of-way (ROW) and easement description exhibits prior to construction, as well as support through the environmental permitting process. Construction activities are anticipated to impact five properties adjacent to the project area. Lumos will provide the services described below to support these efforts. The full Lumos proposal is attached as Exhibit A.

B. SCOPE OF SERVICES

Task 1 – Right-of-Way Land Description Exhibits

Lumos will prepare temporary and/or permanent easement documents, including legal descriptions and exhibit maps, for up to six (6) properties affected by the East Line Street Bridge Replacement Project. All work will conform to City of Bishop standards.

Permission to Construct (PTC) sketch maps will also be prepared for use by the City in obtaining construction access, following applicable agency requirements.

Lumos will also prepare Temporary Construction Easements (TCEs), including legal descriptions and exhibit maps, for up to six (6) properties affected by the East Line Street Bridge Replacement Project as requested by the City of Bishop.

This task does not include preparation of property appraisals, right-of-way deeds, or direct negotiations with property owners. It is the City's responsibility to work with legal counsel or a title company to prepare and execute the final conveyance documents to which the exhibits will be attached.

Deliverables:

- Draft and final right-of-way and easement legal descriptions (Word and PDF formats).
- Draft and final sketch/exhibit maps and PTC maps (PDF and CAD formats).
- Draft and final sketch/exhibit maps for TCEs (PDF and CAD formats).
- Title-reference matrix identifying affected parcels and associated documents.

Task 2 – Permitting Management and ROW Acquisition Support

Lumos will coordinate with the City's design and environmental teams to ensure ROW documentation aligns with environmental permit requirements. Support may include preparation of displays or data illustrating the extent of property impacts, review of permit submittals for consistency with ROW boundaries, and coordination with the City during any easement acquisition process.

Deliverables:

- Graphics, tables, or other exhibits illustrating property impacts for use in permit submittals.
- Coordination materials and correspondence supporting environmental permitting and ROW documentation.
- Updates or clarifications to legal descriptions or exhibits, if required by agencies, within the authorized budget.

C. ASSUMPTIONS AND PROVIDED DOCUMENTS

1. Preliminary title reports for four (4) parcels have been provided by the City.
2. The potential fifth parcel (A.P.N. 001-201-07) may require an additional title report and will be supplied by the City, if necessary.
3. Two (2) rounds of revisions are included.
4. Property appraisals, deed preparation, and direct coordination with landowners are not included.

D. PROPOSED PROJECT SCHDULE

- Task 1 will be completed approximately 12 weeks after Task Order Acceptance.
- Task 2 will remain ongoing until completion of environmental permitting and ROW acquisition.

E. FEES

The total cost to complete the work included in the Scope of Services shall not exceed $46,000 without written authorization as described below. This work and any additional work outside the Scope of Services will be billed on a time and materials basis based on the fee schedule attached (Exhibit A).

Task	Description	Fee
Task 1	Right-of-Way/PTC/TCE Land Description Exhibits	$36,000
Task 2	Permitting Management and ROW Acquisition Support	$10,000

F. CONTACT PERSON

City of Bishop	Lumos & Associates
Nora Gamino	Camille Buehler, PE, PLS
Public Works Director	Group Manager
760-874-8983	775-827-6111
ngamino@cityofbishop.ca.gov	cbuehelr@lumosinc.com

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

_____ _____

Nora Gamino
Public Works Director
City of Bishop

Date

_____ _____

Dan Stucky, PE
Director of Engineering
Lumos & Associates

Date

LUMOS & ASSOCIATES

Carson City • El Dorado Hills • Fallon • Lake Tahoe • Reno www.LumosInc.com

Reno
950 Sandhill Road, Suite 100
Reno, Nevada 89521
775.827.6111

October 16, 2025

Nora Gamino, Director of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514
ngamino@cityofbishop.com

Subject: East Line Street Bridge Replacement Project – Right-Of-Way and Easement Description Exhibits

Dear Nora:

Lumos and Associates, Inc. is pleased to provide the City of Bishop with this proposal for additional Right-Of-Way and Easement descriptions relating to the East Line Street Bridge Replacement Project.

Project Understanding

It is our understanding that with the completion of the 100% plans for the East Line Street Bridge Replacement Project, the City of Bishop will need right-of-way (ROW) and easement description exhibits prior to construction of the project, as well as assistance through the environmental permitting process. Construction activities are anticipated to impact five properties adjacent to the project area. Below is our scope necessary to achieve these objectives.

Task 1 – Right-of-Way Land Description Exhibits

Lumos will develop temporary and/or permanent easement documents including legal descriptions and sketch maps for transfers of right-of-way to the City of Bishop, as applicable, for use by the City of Bishop per the City of Bishop standards for up to six (6) properties. We will also develop Permission to Construct (PTC) sketch maps for use by the City of Bishop per the applicable agency standards. This task does not include any budget for property appraisals, right of way deed preparation, or in person meetings with individual land owners. It will be the client's responsibility to work with their attorney or title company to create and execute the conveyance document that the proposed exhibits will be attached to.

Lumos will also prepare Temporary Construction Easements (TCEs), including legal descriptions and exhibit maps, for up to six (6) properties affected by the East Line Street Bridge Replacement Project as requested by the City of Bishop.

The City provided Lumos preliminary title reports for four (4) of the properties the proposed right of way dedications will affect in September of 2023. The potential fifth exhibit could be required on A.P.N. 001-201-07, that we did not receive a title report for. Updated title reports and a new report may need to be provided.

Within this budget we have anticipated two (2) revisions as requested by the Client.

Task 2 – Permitting Management and ROW Acquisition Support

Lumos will coordinate with other subcontractors through the environmental permitting process to develop any displays or coordinate expected impacts related to the project design. Lumos will also coordinate with the City of Bishop Staff to supplement acquisition of any easement or right-of-way documentation.

Schedule

Lumos estimates Task 1 will be complete in approximately 12 weeks after Task Order Acceptance. Task 2 will remain ongoing until permitting and ROW acquisition is complete.

Fees

The tasks described in the Scope of Work will be completed for the following T&M, not to exceed fees, unless noted otherwise:

Task	Description	Fee
Task 1	Right-of-Way Land Description Exhibits	$ 36,000
Task 2	Permitting Management and ROW Acquisition Support	$ 10,000
	Project Design Tasks	**$ 46,000**

Lumos & Associates can amend this proposal as necessary to include any of these services.
If you have any questions, please do not hesitate to contact me at 775.827.6111.

Sincerely,

Camille Buehler, P.E., P.L.S.
Group Manager

Engineering	Per Hour
Director	$295
Group Manager	280
Senior Project Manager – Special Projects	250
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Hydrogeologist	190/200/215
Staff / Project / Senior Engineer	190/205/215
Assistant / Project / Senior Project Coordinator	145/185/195
Project / Senior Project Designer	160/170
Engineering Technician I / II / III	110/140/150
Construction	**Per Hour**
Director	$295
Materials Engineering Manager	265
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Geotechnical Engineer	190/205/215
Construction Services Supervisor / Engineer	175/185
Assistant / Project / Senior Project Coordinator	145/185/195
Geotechnician	175
Inspector / Senior Inspector (includes nuclear gauge)	160/170
Construction Technician I / II / III	120/130/140
Materials Technician I / II / III (includes nuclear gauge)	110/120/130
Administrative Technician	90/100/110
Surveying	**Per Hour**
Director	$295
Group Manager	280
Assistant / Project / Senior Project Manager	210/235/250
Staff / Project / Senior Surveyor	190/205/215
Assistant / Project / Senior Project Coordinator	145/185/195
Photogrammetrist / Photogrammetry Manager	170/205
GIS Analyst	140
Surveying Technician I / II / III	95/140/150
Party Chief	190
Administrative & Other Services	**Per Hour**
Administrative Support	$135
Copy & Print Services	Cost + 15%
Mileage (per mile)	0.90

- Fees for prevailing wage rate projects are available upon request.
- Map filing, checking, consulting, and other fees paid on behalf of the client shall be billed at cost plus fifteen percent (15%).
- Overtime hours will be billed at 1.5 times the standard rate where applicable.
- Survey and Field crew billing rates include standard field survey equipment and truck up to 30 mile radius, after which mileage rates apply
- Fees for depositions and testimony will be billed at two (2) times the standard billing rates

These rates apply to services rendered through December 31, 2025. Services provided after this date will be invoiced according to the Standard Fee Schedule in effect at that time.

Agenda Item: 16.L
Date of Meeting: October 27, 2025
Department: Public Works

STAFF REPORT

To: City Council

From: Nora Gamino

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

Prepared On: October 20, 2025

Background/History:
The City Public Works Department owns a Vaccon Sewer Truck (asset ID #022100-51) that was purchased on 2006 and recently replaced. The department does not need to retain this old piece of equipment. The department also owns a Morbark trailer mounted woodchipper (no asset ID) that was purchased in 2022. This chipper was intended to streamline operations, however due to its size and difficulty maneuvering, the equipment has gone mostly unused. Rather than retaining equipment that will not be utilized, the department recommends declaration of the Vaccon Truck and trailer mounted chipper as surplus and also recommends subsequent inclusion of the equipment in an independent public auction.

Analysis/Discussion:
If City Council declares the old Vaccon truck and trailer mounted chipper as surplus equipment, City staff intend to hold public auctions for purchase of the equipment on www.publicsurplus.com. This vendor offers its services free of charge to interested sellers.

Economic Impacts:
There are no significant economic impacts.

Budget Impacts:
If City Council declares these items as surplus, the budget would be affected based on the increased revenue resulting from the subsequent sale of the equipment. The Vaccon truck is fully owned by the sewer fund. The trailer mounted chipper is owned 40% by the water fund, 30% by the sewer fund, and 30% by the general fund (streets). Proceeds would be returned to the funds that originally purchased the equipment.

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

Recommended Action:
Council consideration to declare the Public Works Department's Vaccon truck and trailer

mounted chipper as surplus equipment.

Approved By: Ethan Aukee 10/21/2025
Approved By: Robin Picken 10/23/2025
Approved By:
Approved By:

Agenda Item: 16.M
Date of Meeting: October 27, 2025
Department: Administration

STAFF REPORT

To:	City Council
From:	Pam Foster
Subject:	**Consideration of Request from Coalition Against Bigger Trucks (CABT) for Letter Opposing Increases in Truck Size and Weight**
Prepared On:	October 21, 2025
Attachments:	CABT Draft Letter

Background/History:

The Coalition Against Bigger Trucks (CABT) has submitted a request to Mayor Kong urging the City of Bishop to formally express opposition to federal legislation that would increase the size and weight limits for commercial trucks. Specifically, current discussions in Washington, D.C. include proposals to increase allowable truck weights up to 91,000 pounds and expand the length of twin-trailer configurations.

CABT is requesting that the City send a letter to its federal representatives outlining the negative impacts such proposals would have on local infrastructure, safety, and the community overall.

Analysis/Discussion:

Bishop is uniquely positioned at the junction of U.S. Routes 395 and 6, which are heavily trafficked by commercial freight vehicles. Due to the absence of a bypass around the City, all truck traffic, including oversize and wide-load vehicles, passes directly through the downtown corridor. The result is a high volume of heavy vehicle traffic navigating local streets that were not designed for trucks of expanded size or weight.

According to CABT, California has seen a 51% increase in truck crash fatalities over the past decade. In 2023 alone, the state recorded 12,212 large-truck crashes resulting in 392 fatalities and 5,308 injuries. CABT and other stakeholders believe that increasing truck size and weight would exacerbate these safety concerns, particularly in communities like Bishop where truck traffic intersects with pedestrian areas, local businesses, and constrained roadways.

CABT's proposed letter advocates for holding the line on federal truck size and weight mandates and urges federal legislators to oppose any such increases during the remainder of the current Congressional session.

Economic Impacts:
There are no economic impacts of sending a letter.

Budget Impacts:
There is no direct fiscal impact to sending a letter. However, long-term impacts from increased truck sizes and weights could include higher local costs for road repairs, increased traffic delays, and potential public safety expenditures.

Legal Review:

Recommended Action:
Council consideration to approve the attached letter from the Mayor, on behalf of the City of Bishop, to the City's federal representatives opposing proposed increases in the allowable size and weight of commercial trucks, as requested by the Coalition Against Bigger Trucks (CABT).

Approved By: Pam Foster 10/21/2025
Approved By:
Approved By:
Approved By:

CITY OF BISHOP

"Small town with a big backyard"

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

The Honorable Kevin Kiley
United States House of Representatives
445 Rayburn House Office Building
Washington, DC 20515

Dear Representative Kiley,

With the ongoing debate in Washington, DC, over whether to increase the weights and lengths of the already massive commercial semi-trucks, this letter is written to flag how your communities and constituents would be affected.

In the recent past, on the floor and during the committee process, there has been serious discussion about allowing heavier loads of up to 91,000 pounds as well as increase the size of the trailers on twin-trailer trucks. Not only would these proposals increase the life-cycle costs of our state-maintained highways and bridges, but it would also have a negative impact on cities like Bishop, both on safety and infrastructure.

California is already facing major safety issues from commercial trucks that heavier trucks would impact more severely. In the last decade we have seen a 51% increase in truck crash fatalities. In 2023 alone we had 12,212 large-truck crashes. Those truck crashes included 392 deaths and injured 5,308 people. Bigger trucks will do more damage and cause more crashes. The added mass, larger crash shadow and lack of awareness on the roads will lead to horrible outcomes.

Bishop is the junction of U.S. Routes 395 and 6. We see all the problems with trucks as we have no bypass. Trucks navigate through our downtown where we are trying to create a pedestrian friendly community. The noise and vibration from the trucks impacts on the enjoyment of our Main Street. This issue would be magnified with larger trucks and create a much less pleasant environment for our residents and visitors.

I hope that you will help hold the line on federal mandates for truck size and weight increases and hope that you will oppose bigger truck legislation should it reach your committee or the House floor in the remainder of this Congress.

Sincerely,

Karen Kong
Mayor

CITY OF BISHOP

PARKS AND RECREATION COMMISSION
MEETING CANCELLED

City Council Chambers - 301 West Line Street - Bishop, California
WEDNESDAY, OCTOBER 25, 2023 - 6:00 PM

Meeting Cancellation Notice
This scheduled meeting for the Parks and Recreation Commission has been cancelled.

City of Bishop
Planning Commission

There will be no Planning Commission Meeting
October 28, 2025

The next regularly scheduled meeting will be
November 25, 2025

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

Agenda Item: 17.A
Date of Meeting: October 27, 2025
Department: Public Works

STAFF REPORT

To:	City Council
From:	Nora Gamino
Subject:	**Adoption of the 2025–2030 Water and Sewer Capital Improvement Plans**
Prepared On:	October 17, 2025
Attachments:	Water Projects CIP Sewer Projects CIP

Background/History:
The City of Bishop maintains Capital Improvement Plans (CIPs) for both the Water and Sewer Utility Funds to provide a structured approach for maintaining, replacing, and upgrading essential infrastructure. The CIPs identify projects needed to sustain reliable utility operations, protect public health, and comply with regulatory requirements.

Capital Improvement Plans are long-standing best practices among public agencies, serving as planning tools that link system needs, strategic goals, and financial planning. Like those used by neighboring agencies, Bishop's CIPs provide a framework to identify and prioritize infrastructure investments, estimate future costs, and coordinate project timing and funding sources.

While the plans do not authorize individual project expenditures, they play a critical role in aligning the City's infrastructure programs with its financial capacity, including water and sewer rate-setting. The five-year CIP establishes the near-term investment strategy for both systems and supports long-range planning to ensure continued service reliability.

The current water and sewer CIPs were developed as part of the City's ongoing rate study process, which has incorporated project timing, funding assumptions, and financial scenarios to maintain fiscal sustainability while minimizing rate impacts.

Development of these CIPs is included in Objectives 3.3 and 3.4 of the City's Strategic Plan.

Analysis/Discussion:
The updated Water CIP represents a refined and more financially balanced version of the plan presented to Council on September 22, 2025. In response to feedback and financial modeling results, the distribution system improvement program was scaled back to reduce near-term

capital costs. Specifically, several fire flow improvement projects (replacement of older 4-inch mains with 8-inch lines) were deferred beyond the five-year period. In their place, the plan includes an annual $250,000 allocation, starting in year 3, for Annual Line Replacement, allowing for smaller, targeted improvements to continue while lowering the short-term funding burden on ratepayers.

Overall, the five-year Water CIP totals approximately $14.2 million, including $3.5 million in rate-funded projects and $10.6 million in loan or grant-funded projects. Major efforts include the new production well project (anticipated WRDA and rate revenue funding), meter installation and management system implementation (anticipated loan or grant funded), well rehabilitation and motor replacements, tank rehabilitation, and essential vehicle and equipment replacements.

The Sewer CIP totals approximately $9.8 million, of which $2.0 million is rate-funded and $7.8 million is anticipated to be funded through USDA or other external sources. The plan focuses on collection system rehabilitation, lining, and inflow/infiltration reduction, as well as BAWA planning and design for the regional wastewater treatment plant, which is substantially funded through the State Revolving Fund. This combination of local and external funding allows the City to advance critical system improvements while substantially reducing the financial burden on sewer customers.

Approval of these CIPs will establish the City's capital investment framework for the next five years, ensuring consistency with the upcoming rate study, state regulatory goals, and the City's broader infrastructure planning efforts.

Public outreach was not conducted specifically for development of the CIPs. The plans are technical planning documents that identify system needs and funding strategies, developed using staff expertise, condition assessments, and regulatory requirements. Broader public review and feedback will occur through the rate study and Proposition 218 process, where the financial impacts and project priorities are presented for public consideration.

Economic Impacts:
There are no direct economic impacts from adopting the CIPs. However, these plans directly inform the City's water and sewer rate-setting process, ensuring that future rate adjustments are based on realistic capital investment needs and available funding sources.

Budget Impacts:
There are no immediate budget impacts. Adoption of the CIPs does not authorize specific project expenditures. Individual projects will be brought to Council for budget approval and contract award at the time of implementation.

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 of the 2025–2030 Water and Sewer Capital Improvement Plans as presented.

Approved By: Ethan Aukee 10/23/2025

Approved By: Robin Picken 10/23/2025
Approved By: Pam Foster 10/23/25
Approved By:

City of Bishop - Water Infrastructure Capital Improvement Plan

Category	Project Name/Description	FY2025-2026	FY2026-2027	FY2027-2028	FY2028-2029	FY2029-2030	Total Cost	Anticipated Funding Source
Distribution System	Isolation Valve Installation Project	$ 150,000	$ -	$ -	$ -	$ -	$ 150,000	Loan & RR
Distribution System	West Line Water Line Replacement [1]	$ 2,350,000	$ -	$ -	$ -	$ -	$ 2,350,000	Loan & RR
Distribution System	South Warren - Lagoon to South Water Line Replacement	$ 170,000	$ -	$ -	$ -	$ -	$ 170,000	Rate Revenue
Facilities & Equipment	Flatbed F-550 Maintenance/Plow Truck (x2)	$ 32,000	$ -	$ -	$ -	$ 39,000	$ 71,000	Rate Revenue
Water Supply	New Production Well [2]	$ -	$ 225,000	$ 225,000	$ 2,861,000	$ -	$ 3,311,000	Grant & RR
Storage	Storage & Control Tank Rehabilitations	$ -	$ 100,000	$ -	$ -	$ -	$ 100,000	Rate Revenue
Water Supply	Well #2 & 4 Pump rebuilds, well inspections, and rehabilitation	$ -	$ 230,000	$ -	$ -	$ -	$ 230,000	Rate Revenue
Water Supply	Well #2 and 4 motor replacements and rebuilds	$ -	$ 120,000	$ -	$ -	$ -	$ 120,000	Rate Revenue
Water Supply	Well #4 Electrical Panel Replacement	$ -	$ 70,000	$ -	$ -	$ -	$ 70,000	Rate Revenue
Facilities & Equipment	10 yd. Dump/Snow Plow Truck	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000	Rate Revenue
Facilities & Equipment	Permanent Backup Generators	$ -	$ 120,000	$ 130,000	$ -	$ -	$ 250,000	Grant or Loan
Distribution System	East Line - Main to Hanby	$ -	$ 207,000	$ 1,173,000	$ -	$ -	$ 1,380,000	Grant or Loan
Facilities & Equipment	Security Fence Replacement Well #2	$ -	$ -	$ 50,000	$ -	$ -	$ 50,000	Rate Revenue
Facilities & Equipment	Front End Loader	$ -	$ -	$ 81,000	$ -	$ -	$ 81,000	Rate Revenue
Water Quality & Compliance	Implementation of Water Meters & Management System [3]	$ -	$ -	$ -	$ 2,500,000	$ 2,500,000	$ 5,000,000	Grant or Loan
Facilities & Equipment	Forklift	$ -	$ -	$ -	$ 28,000	$ -	$ 28,000	Rate Revenue
Facilities & Equipment	Air Compressor	$ -	$ -	$ -	$ 8,000	$ -	$ 8,000	Rate Revenue
Facilities & Equipment	Flatbed F-550 Maintenance/Plow Truck	$ -	$ -	$ -	$ -	$ -	$ -	Rate Revenue
Distribution System	Annual Line Replacement	$ -	$ -	$ 250,000	$ 250,000	$ 250,000	$ 750,000	Rate Revenue
	Total Rate Revenue Funded	**$ 1,202,000**	**$ 795,000**	**$ 606,000**	**$ 647,000**	**$ 289,000**	**$ 3,539,000**	**$ 707,800**
	Total Grant/Loan Funded	**$ 1,500,000**	**$ 327,000**	**$ 1,303,000**	**$ 5,000,000**	**$ 2,500,000**	**$ 10,630,000**	**$ 2,126,000**
	Total	**$ 2,702,000**	**$ 1,122,000**	**$ 1,909,000**	**$ 5,647,000**	**$ 2,789,000**	**$ 14,169,000**	**$ 2,833,800**

1 - The West Line Water Line project is assumed to be funded via a $1.5M USDA loan with about $1.0M in remaining cost funded via rate revenues. The project includes replacing the West Line Water Line ($2.35 M) and installing main

2 - The new production well is assumed to be funded via a $2.5M WRDA grant (not guaranteed) in FY28/29 which requires a 25% match. Remaining project costs, and those in FY26/27 and FY27/28, are assumed to be funded via rate revenues.

3 - SB 552 mandates meters by 2032. Goal is to have meters installed prior to next rate study. Project is phased over 2 years, but could phase over more years if necessary to comply by 2032.

Water CIP Categories	Definition (Water)	# of Projects	Value of Projects
Water Supply	New wells, well rehabilitation, and backup/emergency sources.	4	$ 3,731,000
Storage	Tank rehabilitation, new reservoirs, and seismic retrofits.	1	$ 100,000
Distribution System	Replacement or upsizing of water mains, interconnections, fire flow improvements, and pressure regulation.	5	$ 4,800,000
Water Quality & Compliance	Lead service line replacement, monitoring systems, and regulatory-driven improvements.	1	$ 5,000,000
Energy Efficiency & Sustainability	Solar generation, energy recovery, and conservation initiatives.	0	$ -
Technology & SCADA	Automation, advanced metering (AMI/AMR), and cybersecurity improvements.	0	$ -
Facilities & Equipment	Yard and workshop improvements, vehicle and equipment replacement, and physical security.	8	$ 538,000
	Totals	**19**	**$ 14,169,000**

City of Bishop - Sewer Infrastructure Capital Improvement Plan

Category	Project Name/Description	FY2025-2026	FY2026-2027	FY2027-2028	FY2028-2029	FY2029-2030	Total Cost	Anticipated Funding Source
Facilities & Equipment	Flatbed F-550 Maintenance/Plow Truck (x2)	$ 32,000	$ -	$ -	$ -	$ 39,000	$ 71,000	Rate Revenue
Collection System	Willow Sewer Improvements	$ 81,000	$ 729,000	$ -	$ -	$ -	$ 810,000	Grant (USDA)
Collection System	Johnston Drive Lining	$ 21,000	$ 189,000	$ -	$ -	$ -	$ 210,000	Grant (USDA)
Collection System	North Main Rehabilitation	$ 58,000	$ 522,000	$ -	$ -	$ -	$ 580,000	Grant (USDA)
Collection System	City Park Lining	$ 55,000	$ 495,000	$ -	$ -	$ -	$ 550,000	Grant (USDA)
Collection System	Sierra Lining	$ 14,000	$ 126,000	$ -	$ -	$ -	$ 140,000	Grant (USDA)
Collection System	Elm Rehabilitation	$ 93,000	$ 837,000	$ -	$ -	$ -	$ 930,000	Grant (USDA)
Collection System	Grove Rehabilitation	$ 31,000	$ 279,000	$ -	$ -	$ -	$ 310,000	Grant (USDA)
Collection System	Manhole Rehabilitations	$ 17,000	$ 153,000	$ -	$ -	$ -	$ 170,000	Grant (USDA)
Collection System	Warren Rehabilitation	$ 29,000	$ 261,000	$ -	$ -	$ -	$ 290,000	Grant (USDA)
Collection System	Academy Rehabilitation	$ 23,000	$ 207,000	$ -	$ -	$ -	$ 230,000	Grant (USDA)
Collection System	S. Main Lining	$ 10,000	$ 90,000	$ -	$ -	$ -	$ 100,000	Grant (USDA)
Collection System	Downtown - N. Main Lining	$ 29,000	$ 261,000	$ -	$ -	$ -	$ 290,000	Grant (USDA)
BAWA	Planning & Design of New WWTP [1]	$ 300,000	$ 750,000	$ 750,000	$ 1,268,500	$ -	$ 3,068,500	Grant (CWSRF)
Facilities & Equipment	10 yd. Dump/Snow Plow Truck	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000	Rate Revenue
Facilities & Equipment	Permanent Backup Generator	$ -	$ 100,000	$ -	$ -	$ -	$ 100,000	Grant or Loan
Facilities & Equipment	Sludge Pump VFD Replacements	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000	Rate Revenue
Collection System	Hammond 4 Inch	$ -	$ 250,000	$ -	$ -	$ -	$ 250,000	Rate Revenue
Lift Station	Johnston Dr. Lift Station building	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000	Rate Revenue
Facilities & Equipment	Front End Loader	$ -	$ -	$ 81,000	$ -	$ -	$ 81,000	Rate Revenue
Collection System	S. 3rd Belly Replacement	$ -	$ -	$ 410,000	$ -	$ -	$ 410,000	Rate Revenue
BAWA	Land Acquisition from LADWP for disposal fields [2]	$ -	$ -	$ 343,000	$ -	$ -	$ 343,000	Rate Revenue
Collection System	Grove Schools to Home	$ -	$ -	$ -	$ 130,000	$ -	$ 130,000	Rate Revenue
Collection System	Clarke Sewer Replacement 1	$ -	$ -	$ -	$ 430,000	$ -	$ 430,000	Rate Revenue
Facilities & Equipment	Forklift	$ -	$ -	$ -	$ 28,000	$ -	$ 28,000	Rate Revenue
Facilities & Equipment	Air Compressor	$ -	$ -	$ -	$ 8,000	$ -	$ 8,000	Rate Revenue
	Total Rate Revenue Funded	**$ 32,000**	**$ 550,000**	**$ 834,000**	**$ 1,253,500**	**$ 39,000**	**$ 2,051,000**	
	Total Grant/Loan Funded	**$ 761,000**	**$ 4,999,000**	**$ 750,000**	**$ 611,000**	**$ -**	**$ 7,778,500**	
	Total	**$ 793,000**	**$ 5,549,000**	**$ 1,584,000**	**$ 1,864,500**	**$ 39,000**	**$ 9,829,500**	

1 - State Revolving Funding total is $2.411M, leaving a funding gap of $1.315M to complete project. Costs shown reflect full amount for grant funding ($2.411M) and half the amount of the funding gap ($657.5k) all shown in FY28/29. Total anticipated cost of project is $3.726M.

2 - Total anticipated price of land acquisition for 202.09 acres land and a 7.81 acre access easement is $686k. Cost shown reflects half of the total purchase price.

Wastewater CIP Categories	Definition (Wastewater)	# of Projects	Value of Projects
Collection System	Sewer main replacement, manhole rehabilitation, and inflow/infiltration reduction.	16	$ 5,830,000
Lift Station	Pump replacements, capacity upgrades, controls improvements, and backup power.	1	$ 200,000
Treatment Plant	Process expansions, nutrient removal, biosolids handling, and odor control.	0	$ -
Effluent Disposal	Outfall rehabilitation, recycled water systems, recharge, and land application.	0	$ -
Regulatory & Compliance	Monitoring upgrades, pretreatment improvements, and permit-driven projects.	0	$ -
Technology & SCADA	Controls modernization, telemetry, and cybersecurity.	0	$ -
Energy Efficiency & Sustainability	Cogeneration, solar generation, and process optimization for energy savings.	0	$ -
Facilities & Equipment	Yard and workshop improvements, vehicle and equipment replacement, and physical security.	7	$ 388,000
BAWA	projects associated with BAWA and subject to conditions/terms of JPA	2	$ 3,411,500
	Totals	**26**	**$ 9,829,500**

Agenda Item: 17.B
Date of Meeting: October 27, 2025
Department: Administration

STAFF REPORT

To: City Council

From: Pam Foster

Subject: **A-Frame Building (Bishop Area Chamber of Commerce and Visitors Center) - Structural Integrity and Site Considerations**

Prepared On: October 21, 2025

Attachments: A Frame Structural Conditions Report

Background/History:

Located at 690 North Main Street, the A-Frame building currently houses the Bishop Area Chamber of Commerce and Visitors Center. The building has many visible structural defects which have been a source of concern and on-going conversations between the City and the Chamber. These conversations and observations, including concerns raised by Willdan Engineering led to red tags being issued in a portion of the building.

The City then commissioned further evaluation of the buildings structural integrity. The City engaged Wood Rodgers, Inc. to perform a comprehensive structural condition assessment of the building to evaluate the building's integrity and provide clear guidance on whether continued use, retrofitting, or demolition is appropriate. Following this report additional areas were issued red tags.

The City does not have records of building permits for the original A frame building or subsequent additions that may have been installed by a local service group.

Analysis/Discussion:
Summary of Structural Assessment – Wood Rodgers, Inc.

The building consists of three distinct sections, including the A-frame, a central area, and a southern addition adjacent to the creek.

Following comprehensive evaluations, Wood Rodgers rated the overall condition of the

building as POOR, concluding that it may be nearing the end of its useful life.

Key Findings Include:

- Overstressed second-floor framing in the A-frame section, where joists may exceed load limits under both dead and live loads.
- Unclear or inadequate structural connections between second-floor joists and support elements.
- Undermined foundation posts in the southern addition, particularly those close to the creek, compromising structural stability.

Conclusions:

- Wood Rodgers recommends no occupancy or storage use on the second floor of the A-frame.
- The findings validate safety concerns raised by Willdan regarding the southern addition.

Due to these serious structural concerns, Building and Safety has issued red tags on portions of the building to restrict access to unsafe areas. City staff have worked closely with the Chamber of Commerce to allow continued, limited use of the building while prioritizing life-safety concerns, ensuring the Chamber can operate while transitioning to its new location. The Chamber of Commerce has purchased a new building and will be transitioning their operations to their new space in the coming weeks.

Wood Rodgers provided critical input regarding the site's proximity to environmental features including:

- The southern addition is built near a creek, and any retention of this portion would require identification of the high-water elevation, creek boundaries, and determination of a riparian zone.
- These areas may fall under multiple regulatory jurisdictions, including:
    - California Department of Fish and Wildlife
    - Lahontan Regional Water Quality Control Board
    - U.S. Army Corps of Engineers

Any redevelopment or partial retention should ensure the structure lies outside of regulated zones, to reduce environmental impact and streamline the permitting timeline (estimated to exceed 1 year). The proximity to the creek could greatly reduce the overall footprint of a remodeled or new building.

The report concludes that further evaluation, retrofitting, replacement or demolition is necessary to address the comprehensive and complex substandard structural issues.

Due to these findings Council direction is required as there is a potential significant financial investment of public funds for any of the options.

Economic Impacts:

There is no anticipated economic impact resulting from any near-term closure or restriction of the current building, as the Bishop Visitors Center will reopen in the Chamber's new location. The services that have been provided in the existing building will continue with minimal disruption.

Longer-term opportunities exist for redevelopment of the site, depending on community priorities and financial capacity.

See following section for cost estimates.

Budget Impacts:

The City has spent $17,121 on the structural conditions assessment to date.

There is no current budget allocation for demolition, design, or construction related to this property. If Council directs staff to pursue any of these actions, it will require a reexamination of the City's Strategic Plan and fiscal priorities and budget.

Demolition and New Construction

Demolition Estimates (Preliminary):

- Full demolition of existing structure: $60,000 – $90,000
  Excludes permitting fees, construction documentation, or potential hazardous material abatement.
- Selective demolition (e.g., preserving A-frame): likely higher due to complexity.

New Construction Estimates:

- $250 – $600 per square foot, depending on building type, complexity, and materials.
  Does not include site work or permitting.

Professional Design Fees:

Estimated at $175,000 – $275,000, including services from:

- Architect
- Structural Engineer
- Civil Engineer
- Land Surveyor
- Electrical & Mechanical Engineers

Estimated Total (New Building) $985,000 - $2.165 million (excluding permitting and site improvements.

Legal Review:

The City is legally obligated to address known life-safety hazards and structural defects identified at the site. Red tagging portions of the building and enforcing restricted access has been deemed required by the City as well as by independent assessments.

Any demolition, construction, or work near the creek must comply with applicable state and federal environmental and land use regulations.

Recommended Action:
Staff recommends that the City Council receive and provide direction on the structural condition assessment report prepared by Wood Rodgers, Inc. regarding the current Chamber of Commerce Building in City Park.

Council direction is necessary regarding the future of the A-Frame building, including potential structural remediation, partial or full demolition, and other site planning options based on recent assessments and environmental considerations.

Commensurate with any direction staff also requests Council consider potential funding options as there is currently no budget allocation for this project.

Approved By: Pam Foster 10/23/2025
Approved By:
Approved By:
Approved By:

TECHNICAL MEMO

WOOD RODGERS
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME

To: Nora Gamino (City of Bishop) and Deston Dishion (City of Bishop)

From: Eric Toschi P.E. (Wood Rodgers, Inc.)

CC:

Date: September 5, 2025

Project Name: City of Bishop – Chamber of Commerce Building Structural Condition Assessment

FINAL

Subject: Chamber of Commerce Building Structural Observations and Recommendations

1.1 EXECUTIVE SUMMARY

The City of Bishop (City) engaged Wood Rodgers, Inc. (Wood Rodgers) to conduct a structural condition assessment of the Chamber of Commerce Building (Building) located at 690 North Main Street in Bishop, California. This assessment was prompted by a life-safety report from Willdan Engineering, which recommended further structural evaluation due to concerns about the building's integrity.

Wood Rodgers performed both qualitative and quantitative evaluations of the approximately 55-year-old structure, which comprises of three distinct sections. The assessment concluded that the overall condition of the building is **POOR** and may be nearing the end of its service life. Numerous structural deficiencies were identified, warranting further investigation, retrofitting, or potential replacement.

Key findings include:

- **Potentially overstressed structural components**, particularly in the second-floor framing of the A-frame section, where joists may exceed allowable load limits under both dead and live loads.
- **Unclear structural connections** between second-floor joists and supporting elements, raising additional safety concerns.
- **Southern addition framing** relies on foundation posts located near the creek's edge, some of which have been undermined by creek activity, compromising structural stability.

Due to these concerns, Wood Rodgers recommends that the second floor of the A-frame not be occupied or used for storage. The findings also support Willdan Engineering's concerns regarding the safety of the southern addition.

The report concludes that further evaluation, retrofitting, or potential replacement of the building is necessary to address the identified safety risks. The recommended path forward depends on the City's long-term goals—whether to preserve the entire building, retain select portions, or pursue full demolition and replacement. Each option will require careful consideration of environmental, structural, and financial factors.

1.2 INTRODUCTION

The City of Bishop (City) maintains the Chamber of Commerce Building (Building) located at 690 North Main Street, Bishop, California. The Building was originally built sometime in the 1970's based on documentation from the City. A description of the Building is found in **Section 2** of this Memo. The assessment was initiated after the City received a life-safety report by Willdan Engineering, located in **Appendix D**, recommending a structural evaluation of the Building. In response, the City engaged Wood Rodgers, Inc. (Wood Rodgers) to perform a structural condition assessment of the Building.

OBJECTIVE

The objective of this technical memorandum is to:

1. Document field observations identified structural deficiencies, and structural members of concern for the existing Building, as observed by Wood Rodgers.
2. Review the structural drawings and calculations of the original A-Frame Building. Original building drawings for the South or East Additions were not available for our review
2. Determine the Building dead, live, and snow design loads based on the current California Building Code (CBC) and compare it to original A-Frame loading in the original calculations. Perform a quantitative analysis using the current California Building Code (CBC) design loads and the original design loads of some of the structural framing and connections identified as concerns during the site observation. Wind and seismic loads were not determined after determining existing member capacities may be limited based on dead, live and snow.
3. Determine if the area "Red Tagged" may be occupied or should remain unoccupied.
4. Provide an opinion if the area "Red Tagged" could be retrofitted to become occupied again.
5. Asses the condition of the original A-frame and small east Addition portion of the Building.

Wood Rodgers has performed the above tasks as a basis for providing an evaluation of the subject Building. We strive to perform our professional services in accordance with generally accepted engineering principles and practices. Our site scope was limited to visual observation of the Building. The findings summarized in this technical memorandum are based upon visual observation of the Building and did not involve a comprehensive engineering survey, as we did not remove finishes, gypsum board or plywood materials, nor did we operate any testing equipment. The condition assessment and recommendations represent our professional opinion.

2 CHAMBER OF COMMERCE BULDING

Wood Rodgers' visual survey included the Building located as noted in the introduction. Refer to **Appendix A - Observation Photos** (attached) for the extents of Wood Rodgers' visual observation.

Field Observations Time & Date:	12:30 p.m. to 4:30 p.m., Tuesday, August 19, 2025
Engineer:	Eric Toschi, P.E. (Wood Rodgers)
City Representative:	Nora Gamino (City of Bishop) and Deston Dishion (City of Bishop)

A Wood Rodgers' engineer conducted a visual observation of the Building at the location described in the **Introduction**. The purpose of this assessment is to evaluate the structural condition of the building, identify any structural members exhibiting signs of distress, review visible structural connections, examine

foundation bearing conditions adjacent to the Creek, and document any grading issues of concern. The observation also included a general evaluation of the overall condition of the building.

A City Representative provided Wood Rodgers access to the Building and was present at the beginning and end of the visual survey of the Building. Photos were taken as part of the Building observations. Elements of the Building were rated from GOOD to POOR as defined below in **Table 1 - Condition Rating Criteria.**

Table 1 - Condition Rating Criteria

Condition Rating Criteria	
Rating	Rating Description
GOOD	No major deficiencies: numerous minor deficiencies associated with cosmetic distress; age of construction is showing in cosmetic distress; periodic observation recommended,
FAIR	Few major deficiencies; numerous minor deficiencies; age of construction is showing in cosmetic distress; periodic observation and potential repair could extend service life.
POOR	Major deficiencies may lead to or cause deterioration of the Building such that loss of stability of structure could occur; retrofit repair, replacement, or removal recommended.

2.1 GENERAL STRUCTURAL SYSTEM OF BUILDING

The Building consists of three sections, the original A-frame, a small addition built to the A-Frame to the East, and a larger addition built to the South. For the remainder of the report the original building portion will be referred to as the "A-Frame", the East addition will be called "small addition", and the larger southern addition will be called "addition". The following is a description of the structural framing system for each section:

A-Frame

For this portion of the building, we have access to partial structural drawings and calculations, included in **Appendix C**. The rough plan dimensions of the A-frame structure measure approximately twenty-eight feet in width (North-South direction) and thirty-two feet in length (East-West direction). However, the current configuration of the A-frame does not match the original building plans. This discrepancy will be addressed further in **Section 4 – Conclusion**.

The A-frame is constructed with wood framing and sits on a continuous concrete stem wall foundation around its perimeter. According to the original plans, the perimeter was initially supported by isolated footings beneath posts. At some point after the original construction, continuous footings appear to have been added, although there is no documentation available to confirm when this modification occurred or how the existing rafter-floor system is connected to these footings.

The roof is built using pairs of 2x10 rafters spanning in the North-South direction, spaced four feet on center. These rafters extend from the foundation up to the ridge, forming a steep pitch that

creates a sixty-degree angle at the first-floor level. The roof structure also serves as a sloping exterior wall on the North side and partially on the South side.

The second floor is located approximately eight feet six inches above the finished elevation of the first floor. It is framed with 2x12 floor joists that are lapped and connected to each side of the roof rafters, forming collar ties. This floor spans the full interior length of the building, with a staircase positioned on the East side of the A-frame. Per the original drawings, the first floor is framed with pairs of 2x10 joists bolted to each set of roof rafters. The roof rafters, second floor, and first floor are all bolted together at their lap joints, forming the characteristic A-frame structure.

Originally, the frames were tied to isolated perimeter footings, but it remains unclear whether they are currently tied to the concrete stem wall. The underfloor area of the first floor was not accessible during the observation, so additional modifications to the floor framing may exist but could not be verified.

The West wall of the A-frame consists primarily of glass and a single door, framed with vertical and horizontal wood members including king studs and headers between the openings. While this may have been part of the original design, the existing drawings do not provide sufficient clarity to confirm this. The East wall is a wood stud-framed wall, likely constructed with 2x studs spaced sixteen inches on center. It includes a small window above the second floor and a door providing access to the East.

The South side of the A-frame roof was modified during the construction of the South Addition. These modifications will be discussed in detail in **Section 2.2**, Field Observations.

Addition

The Addition is a section of the Building, that was constructed at an unknown time, extending southward from the original A-frame structure. Its approximate plan dimensions are twenty-eight feet by forty-eight feet. The first floor is framed with 6x10 girders running in the North-South direction, spaced three feet on center. These girders are supported by a masonry stem wall along the West and East edges of the Addition. On the South side, the foundation consists of a combination of CMU stem wall — located approximately six feet north of the South wall—and isolated post supports situated about two feet north of the same wall. This portion of the floor projects beyond the perimeter CMU stem wall and is exposed to the exterior.

The southern foundation elements are positioned near the flow line of the South Fork Biship Creek (Creek) that runs East-West, which will be discussed in greater detail in **Section 2.3**. Within the crawl space formed by the perimeter CMU stem walls, the floor joists are supported by isolated post foundations. The exterior walls appear to be conventionally framed with wood studs spaced sixteen inches on-center.

The roof framing consists of 6x12 purlins spanning in the same direction as the first-floor floor joists. These purlins are aligned with the existing A-frame roof rafters, approximately four feet on-center. At the South end, the purlins bear on the exterior wall, which is supported by the cantilevered first-floor framing. At the North end, the purlins connect to the A-frame structure, a detail that will also be addressed in **Section 2.3**. The roof has a relatively flat slope, and the direction of drainage remains unclear.

Small Addition

The Small Addition was added to the East of the A-frame at an unknown time. The rough plan dimensions of this portion of the building are nine feet by four feet. During the observation this portion of the building was not accessible, and a majority of the framing was not observed. Based on the small visible portion of this section of the Building, it is most likely wood framed stud walls, and a simple wood framed roof with a minimal slope. The first floor is wood framed with joists at sixteen inches on center, supported by wood beam girders on isolated posts. The isolated posts do not appear to have a foundation, and this is noted in **Section 2.4.**

2.2 FIELD OBSERVATIONS OF A-FRAME

The observed components of the A-Frame section of the Building ranged in condition from FAIR to POOR. Observed A-Frame deficiencies are as follows:

- At some locations of the roof, the framing was in contact with earth (refer to **Photo 1**). The roof rafter shows signs of dry rot. It also appears the bolted connection to the floor joist has been modified or was not built per the original drawings. This framing condition is considered POOR.



Photo 1 – Southeast corner of roof in contact with earth

- Of the roof rafters visible, there are seven locations where the existing 2-2x10 roof rafters have been spliced and would not be considered 2-2x10 continuous members. The original structural drawings did not allow splices of the roof rafters within three to four feet of the second-floor height. For examples of the different splice conditions refer to **Phots 2 thru 4**. In **Appendix B**, there is a quantitative study of the load carrying capacity of the existing roof rafters where the rafter splice may be within three feet of second floor. The results of this quantitative study will be addressed in the **Section 4 – Conclusion**.



Photo 2 – At West side roof gable, roof rafter splice with larger separation.



Photo 3 – At West side roof gable, roof rafter splice just below collar tie connection.



Photo 4 – North side roof at interior rafter splice below collar tie connection.

- At the West end gable roof, the roof rafter collar tie member, at the approximate height of the second-floor level, has been removed on the first two roof rafters (refer to **Photos 5 and 6**). In addition, both of these roof rafters contain splices similar to the description of the bullet point above. In **Appendix B**, there is a quantitative study of the load carrying capacity of the existing roof rafters due to the modification of the collar tie and the splice. The results of this quantitative study will be addressed in **Section 4 – Conclusion**.



Photo 5 – Collar tie cut off at gable end roof rafter.



Photo 6 – Collar tie cut off at roof rafter adjacent to the storefront glass.

- At the first-floor connection between the roof rafter and the first-floor joist, either the connection has been modified, or the structure was not built to the original drawings. At some locations, the floor joist has been cut at the added wood deck, eliminating the original roof rafter to first-floor tie that forms the A-frame (refer to **Photo 7**). In addition, according to the original drawings, the bolted connection between the rafter and floor was to have a minimum of three (3) bolts. Based on the visible connections, it appears there is only (1) one (refer to **Photo 7 and 8**). This framing condition is considered POOR.



Photo 7 – Northwest corner of first floor to rafter connection, one (1) bolt and floor joist cut.



Photo 8 – Northeast corner of first floor to rafter connection, one (1) bolt.

- Around the perimeter of the A-frame building, no visible under-floor venting occurred at the first-floor level (refer to **Photos 9 to 11**). This condition is considered POOR.



Photo 9 – Northwest corner of first floor foundation. No ventilation.



Photo 10 – North Foundation stem wall of first floor foundation. No ventilation.



Photo 11 – Northeast corner of first floor foundation. No ventilation.

- The existing 2-2x12 floor joists and their connection to the 2-2x10 roof rafters are not currently visible, making it not possible to verify the integrity of the original framing system during the observation. Based on the observed connection between the 6x12 roof joist of the Addition and the existing 2-2x10 A-frame roof rafter (see Photos 20 and 21), there is concern that modifications may have been made to the original floor joist connections. At this time, the load paths in this area — particularly how roof and floor loads are transferred to supporting members — cannot be clearly determined. This specific connection and its structural implications will be addressed in **Section 4 – Conclusion.**

2.3 FIELD OBSERVATIONS OF ADDITION

The observed components of the southern Addition section of the Building ranged in condition from FAIR to POOR. Observed A-Frame deficiencies are as follows:

At the southwestern section of the Addition, Creek erosion has undermined the soil beneath the post foundations supporting the floor girder and joists in three distinct locations. As a result, the existing footings no longer provide effective support for the posts (refer to **Photos 12 to 14**). This loss of bearing capacity poses a significant structural concern and is discussed in **Section 4 – Conclusions**.



Photo 12 – Concrete footing undermined by Creek.



Photo 13 – Soil erosion by Creek under concrete footing



Photo 14 – Soil erosion by Creek under concrete footing

- At the southeastern edge of the Addition, the adjacent Creek flows are eroding the soil, and the embankment is encroaching toward the post foundations. Without mitigation, continued erosion from the Creek will likely compromise the soil supporting these posts, potentially leading to loss of structural support—similar to the condition previously described (see **Photos 15 and 16**). If erosion persists, there is a risk that the Creek flows may eventually undermine the footing beneath the CMU stem wall (refer to **Photo 16**), which could result in significant structural instability. This condition is considered FAIR to POOR



Photo 15 – Creek within three feet of the post foundation.



Photo 16 – Creek encroaching on post foundations.

- The existing 6x12 roof joists were only observed at their end connection to the A-frame structure; the remainder of the joists are concealed and not accessible for observation. Notably, staining is visible on the interior sheetrock ceiling, which appears to be the result of past or ongoing roof leaks (see **Photos 17 and 18**). From the rooftop, the slope direction and drainage configuration are unclear (refer to **Photos 19 and 20**), which may be contributing to the potential for water intrusion. Given the suspected leaks and lack of apparent drainage, there is concern that the roof joists may be affected by dry rot or other moisture-related damage. Further evaluation of this condition will be provided in **Section 4 – Conclusion**.



Photo 17 – Visible signs of possible roof leak.



Photo 18 – Visible signs of possible roof leak.



Photo 19 – No apparent roof slope or drainage.

- The existing 6x12 roof joists connect to the existing A-Frame roof joists & floor joists via a bearing seat and bolts (refer to **Photos 20**). The connection of the 6x12 roof joist to the A-Frame is not evident other than the steel bearing seat. There may be additional connectors that are not visible. The original floor joist of the A-Frame would not have extended horizontally past the end of the A-Frame roof rafters. In addition, on one side of the 6x12 roof joists, the existing floor joists would not lap directly to the 6x roof joist due to the difference in widths of the 6x roof joists (5”) and double 2x roof rafter (3”) [Refer to **Photo 21**].There may be additional connectors and members that are not visible, but a load path to support members cannot be discerned at this time. This particular connection and support will be addressed in more detail in **Section 4 – Conclusion**.



Photo 20 – 6x12 Roof Joist connection at A-Frame Floor.



Photo 21 – 6x12 Roof Joist connection at A-Frame Floor showing additional members

- Around the perimeter of the Addition portion of the Building, no visible under-floor venting occurred at the first-floor level (refer to **Photos 22 to 23**). This condition is considered POOR



Photo 22 – No visible venting of First floor level on West side of Addition



Photo 23 – No visible venting of First floor level on West side of Addition

2.4 FIELD OBSERVATIONS OF SMALL ADDITION

The Small Addition portion that was observed was in FAIR condition. However, there is no apparent concrete foundation supporting the floor girder posts. The posts seem to be either embedded into the soil for support, or the finished soil elevation has been raised resulting in burying the top of the foundation below the current grade. This creates a POOR condition with the posts in contact with soil (Refer to **Photo 24**).



Photo 24 – Showing post in contact with earth and no apparent foundation

3 DESIGN LOADS

As part of this technical memorandum, Wood Rodgers conducted a study to compare the original design dead loads of the A-Frame structure—based on the original structural calculations—with the current in-situ dead loads, which reflect the existing finishes. Refer to **Appendix C** for the original A-Frame documents provided by the City and **Appendix B**, pages B-2 and B-3 for Wood Rodgers Dead Load take-offs.

Since the original design, additional gypsum board finishes have been installed on the roof rafters and floor joists of the A-Frame structure. These additions have increased the dead load beyond the values accounted for in the original design.

Table 2 – Design Load Summary presents a comparison between the original and current dead loads. The implications of the increased dead load are discussed further in **Section 4 – Conclusion**.

Table 2 - Design Load Summary of A-Frame

Allowable Stress Design (ASD) Loads			
Level	Original 1970 (Appendix C)	Current In-situ	Percent Increase
Roof Dead Load in pounds per square foot (**psf**)	8.6 psf	12.5 psf	45%
Floor Dead Load in pounds per square foot (**psf**)	**7.0 psf**	**13.0 psf**	85%

4 CONCLUSION

4.1 CONCLUSIONS – A-FRAME MEMBER AND CONNECTION QUANTITAIVE ANALYSIS

As shown in **Table 2** above, there has been an increase in dead load design weight from the original A-Frame structural design. In addition to the increase in dead load design weight, during our site observation splices of the double 2x10 roof rafters were noted outside of the allowed splice zone in the original calculations. There were also collar tie members forming the original "A-frame" that were removed after completed construction.

In order to evaluate the effects of the increase dead load and the modifications to the structure a quantitative analysis was performed on the roof framing members, floor framing members, and the connections between the floor joists and roof joists. The calculations in **Appendix B** use current 2022 California Building Code load cases and show the following:

- Page B-6 of the calculations analyzes a single 2x10 roof rafter spanning fourteen feet with in-situ dead loads and current City snow loads. This analysis was performed to evaluate the effects of the removed collar ties, the splices in the 2x10, and the increase in dead load.
- Page B-6 of the calculations also analyzes the original A-Frame design with bending in a single 2x10 roof rafter. This analysis was performed to evaluate the effects the splices in the 2x10 roof rafter and the increase in dead load.
- Page B-7 of the calculations analyzes the existing double floor joists with the increase in dead load.
- Page B-8 of the calculations analyzes the existing bolted connection between the existing floor joist and roof rafters with the increase dead load of only the A-Frame. It also analyzes the existing bolted connection between the existing floor joist and roof rafters with the increased load from the southern Addition 6x12 roof joist.

The structural analysis presented on pages B-6 to B-8 highlights several concerns regarding the roof and floor framing system. The location of splices in the roof rafters and the absence of collar ties are critical to the structural integrity. When a splice occurs in the double 2x10 rafters without a collar tie, the bending capacity of the rafter may be exceeded, potentially exceeding the limit states defined by the California Building Code (CBC). Similarly, the existing double 2x12 floor joists may be overstressed when subjected to full dead and live loads along their entire span, suggesting that their bending capacity could be exceeded under design loading. Additionally, the bolted connection between the roof rafter and the floor joist appears to be approaching or exceeding its allowable load capacity. This issue becomes even more pronounced when the load from the 6x12 roof joists of the southern Addition is transferred onto the existing roof rafter.

The following are additional considerations when evaluating the Condition of the A-frame:

- There are conditions where the existing roof framing is in contact with soil. The grading around the building needs to be modified so there is a minimum of eight inches of clearance between the roof and finished grade.

- The existing bolted connection at the first-floor joist to the roof rafter appears to be a single bolt. The original structural drawings call for a three bolted connection. The single bolt connection could exceed its load carrying capacity.
- The first floor does not appear to have any underfloor crawl space ventilation. This potentially has caused or will cause dry rot or other moisture-related damage to the first-floor structural framing.
- The structural building plans provided by the City do not match the existing configuration. In particular, the second-floor dimensions. There are no permits or other documentation for a second-floor expansion.
- Where the existing A-frame second floor joists meet the A-Frame roof rafters and the Addition 6x12 roof joist, there is not clear load path between these members and a support member. Potentially this could be relying on a single 2x10 A-frame roof rafter to support the loads from the A-frame and Addition.

For more information, refer to **FINAL CONCLUSIONS AND RECOMMENDATIONS – Section 5.**

4.2 CONCLUSIONS – ADDITION MEMBER AND CONNECTION QUANTITAIVE ANALYSIS

There were no original structural calculations or drawings for the southern Addition. In order to understand the carrying capacity of the existing members Wood Rodgers performed structural calculations for select members. These calculations are in **Appendix B**, using current 2022 California Building Code load cases, and show the following:

The following are additional considerations when evaluating the Condition of the Addition:

- Page B-9 of the calculations analyzes the existing 6x12 roof joist with the calculated dead load and the City uniform snow load. The existing lumber grade of the 6x12 member is unknown, so several common grades have been assumed for bending strength and shear strength.
- Page B-9 of the calculations analyzes the existing 6x10 floor joist with the calculated dead load, floor live load and the City specified uniform snow load. The existing lumber grade of the 6x10 member is unknown, so several common grades have been assumed for bending strength and shear strength. This calculation assumes the existing posts have full bearing foundations, have not been undermined by the Creek, and the joists cantilever (extend past support) maximum two feet six inches.
- Page B-10 of the calculations analyzes the existing 6x10 floor joist with the calculated dead load, floor live load and the City specified uniform snow load. The existing lumber grade of the 6x10 member is unknown, so several common grades have been assumed for bending strength and shear strength. This calculation assumes the existing posts do not provide any support, the joists bear on the masonry stem wall for support, and the joists cantilever (extend past masonry stem support) maximum six feet.
- Page B-10 also analyzes the bearing load to the stem wall footing if the posts supporting the floor joists near the Creek were removed and did not provide support.
- Page B-11 details a possible load path for the 6x12 roof joist to the A-Frame members. The loading to the load path shows the lack

The results presented on pages B-9 to B-11 indicate that the existing roof joists and floor joists may be approaching or exceeding the limit states defined by the CBC. The post foundations, which were originally

intended to support the floor joists, have been undermined by Creek erosion. With these supports compromised or removed, the bending capacity of the 6x10 floor joists may be exceeded when subjected to full dead and live floor loads across their entire span. Additionally, where the 6x12 roof joist connects to the existing A-frame structure, the imposed loading is substantial. The unknown nature of this connection raises concerns about its adequacy and structural reliability.

The following are additional considerations when evaluating the Condition of the Addition:

- The first floor does not appear to have any underfloor crawl space ventilation. This potentially has caused or will cause dry rot or other moisture-related damage to the first-floor structural framing.
- There is evidence of the roof leaking or past leaks. This potentially has caused or will cause dry rot or other moisture-related damage to the roof structural framing. If this damage occurs in the 6x12 roof joists, the potentially reduced carrying capacity of the possible over-stressed members is greater.
- Where the existing A-frame second floor joists meet the A-Frame roof rafters and the Addition 6x12 roof joist, there is not clear load path between these members and a support member. Potentially this could be relying on a single 2x10 A-frame roof rafter to support the loads from the A-frame and Addition.

For more information, refer to **FINAL CONCLUSIONS AND RECOMMENDATIONS – Section 5.**

5 FINAL CONCLUSION AND RECOMMENDATIONS

Based on the qualitative and quantitative assessment, the overall condition of the Building is rated as **POOR** and nearing the end of its service life. All three sections of the structure exhibit numerous deficiencies that warrant further evaluation, retrofitting, and/or replacement. Several roof and floor framing members are either approaching or already exceeding their load-carrying capacities as defined by the California Building Code.

A particular concern is the load-carrying capacity and structural support of the second-floor framing in the A-frame. The bending strength of the second-floor joists is exceeded when subjected to the full extent of both dead and live loads along their entire span. This overstress was identified in the original structural calculations.

With the addition of in-situ finishes, the dead load increases, further exacerbating the overstress condition. These calculations, along with the increased stress levels, are documented on page B-6 of **Appendix B**. Additionally, the connection between the second-floor joists and the supporting structure is unclear and raises further structural concerns.

Based on this information, Wood Rodgers recommends that the second floor of the A-frame not be occupied or used for any form of storage.

Upon reviewing the southern addition, it is evident that the existing first-floor framing relies on the foundation posts for structural support. As such, Wood Rodgers concurs with the findings presented in the Willdan Engineering life-safety report, particularly regarding the occupancy-related concerns associated with this portion of the structure.

The path forward hinges on the City's objectives—whether to preserve the entire building, retain select portions, or pursue complete demolition and replacement. Each carries unique challenges and financial implications that should be thoroughly evaluated during the planning and decision-making process.

The following offer possible solutions separated into a few scenarios:

Scenario 1 – Complete Removal of the Southern and Small Eastern Additions, Retaining the A-Frame

- **Environmental and Permitting Considerations**
  Removing the southern Addition may satisfy the regulatory Authorities overseeing the Creek, allowing it to return to a more natural path. This approach could facilitate a more expedited permitting process.
- **Structural Retrofitting of the A-Frame**
  Retrofitting the A-frame is a complex undertaking with many unknowns. To assess the structural integrity, all interior finishes must be removed to expose the roof, second floor, and wall framing. Underfloor access hatches will be required to inspect the first-floor framing, and exterior potholes will be necessary to determine the existing footing configuration. As-built structural plans must be developed before any analysis can begin. The scope of structural review is extensive, as outlined in our report.
- **Code Compliance Upgrades**
  During retrofitting, additional structural elements will need to be upgraded to meet current seismic and wind lateral bracing codes.
- **Additional Professional Services Required**
  Non-structural issues will require input from other consultants, including Architects, Mechanical and Plumbing Engineers, and Civil Engineers. These professionals will address concerns such as underfloor ventilation, exterior grading, ADA-compliant accessibility, and other site-specific requirements

SCENARIO 2 – Partial Removal of the Southern Addition and Retention of the A-Frame

- **Environmental and Permitting Considerations**
  Partial removal of the southern Addition may create a suitable setback from the Creek. However, this could lead to complex negotiations with the Authorities. A clear understanding of jurisdictional boundaries from the Creek's edge is essential. If the setback is sufficient, the project may fall solely under City jurisdiction, simplifying the permitting process.
- **Structural Assessment and Retrofitting**
  Similar to **Scenario 1**, interior finishes of the retained Addition must be removed to expose structural elements. Underfloor access and potholes will be required to evaluate the existing post footings and continuous footings. The A-frame will also undergo the same structural review and retrofitting as described in **Scenario 1**.
- **Code Compliance Upgrades**
  Both the A-frame and retained Addition will require upgrades to meet current seismic and wind lateral bracing standards
- **Additional Professional Services Required**
  As with **Scenario 1**, a multidisciplinary team will be needed to address non-structural concerns such as ventilation, grading, ADA compliance, and potential environmental issues.

SCENARIO 3 – Full Demolition and Replacement of the Building at Present Site or New Site

- **Design and Construction Advantages**
  Constructing a new building offers significant advantages over retrofitting an existing structure. Without the constraints imposed by pre-existing conditions, design professionals have greater flexibility to implement optimal solutions. These benefits are further enhanced if the project is located on a new site with favorable environmental factors and standard permitting processes.
- **Demolition Requirements**
  Full demolition of the current structure is required before new construction at the present site can begin.
- **Environment and Permitting Considerations**
  Removing the existing building—particularly the portions impacting the creek—may allow the creek to return to a more natural course and possibly help satisfy regulatory authorities. However, the footprint of any replacement structure would need to be significantly smaller than the current building. To meet oversight requirements related to the creek, the new building's footprint may be limited to an area only slightly larger than the existing A-Frame structure.

  Even if this approach aligns with regulatory expectations, determining an acceptable footprint size could still be a lengthy and cost-prohibitive process. Ultimately, the most efficient and cost-effective solution may be to relocate the new building to a site with fewer environmental constraints and a more favorable permitting landscape.

From a cost perspective, **Scenario 3** may be the most cost-effective option. It presents the fewest challenges related to unknown conditions, design complexities, construction logistics and environmental concerns when considering a different site for a new building. In contrast, **Scenarios 1 and 2** could result in significantly higher initial costs due to selective predesign demolition, extensive site observations, engineering fees, and numerous uncertainties – all before completing final retrofit design documents. Retrofitting an existing building, especially one that is over fifty years old, is inherently difficult and often unpredictable.

If **Scenario 1 or 2** is chosen, 85% of the structure may need to be removed to provide a stable structure that complies with current building codes. It is possible that it is determined that a retrofit solution is not feasible and the structures need to be completely replaced after exposing and reviewing the existing framing and connections not observed in this condition assessment.

This Technical Memorandum presents our findings and recommendations regarding the observed condition of the Chamber of Commerce Building. We remain available to provide further details or support as needed. Please feel free to contact our office with any questions.

Regards,



Eric Toschi, PE
Senior Engineer – Structures

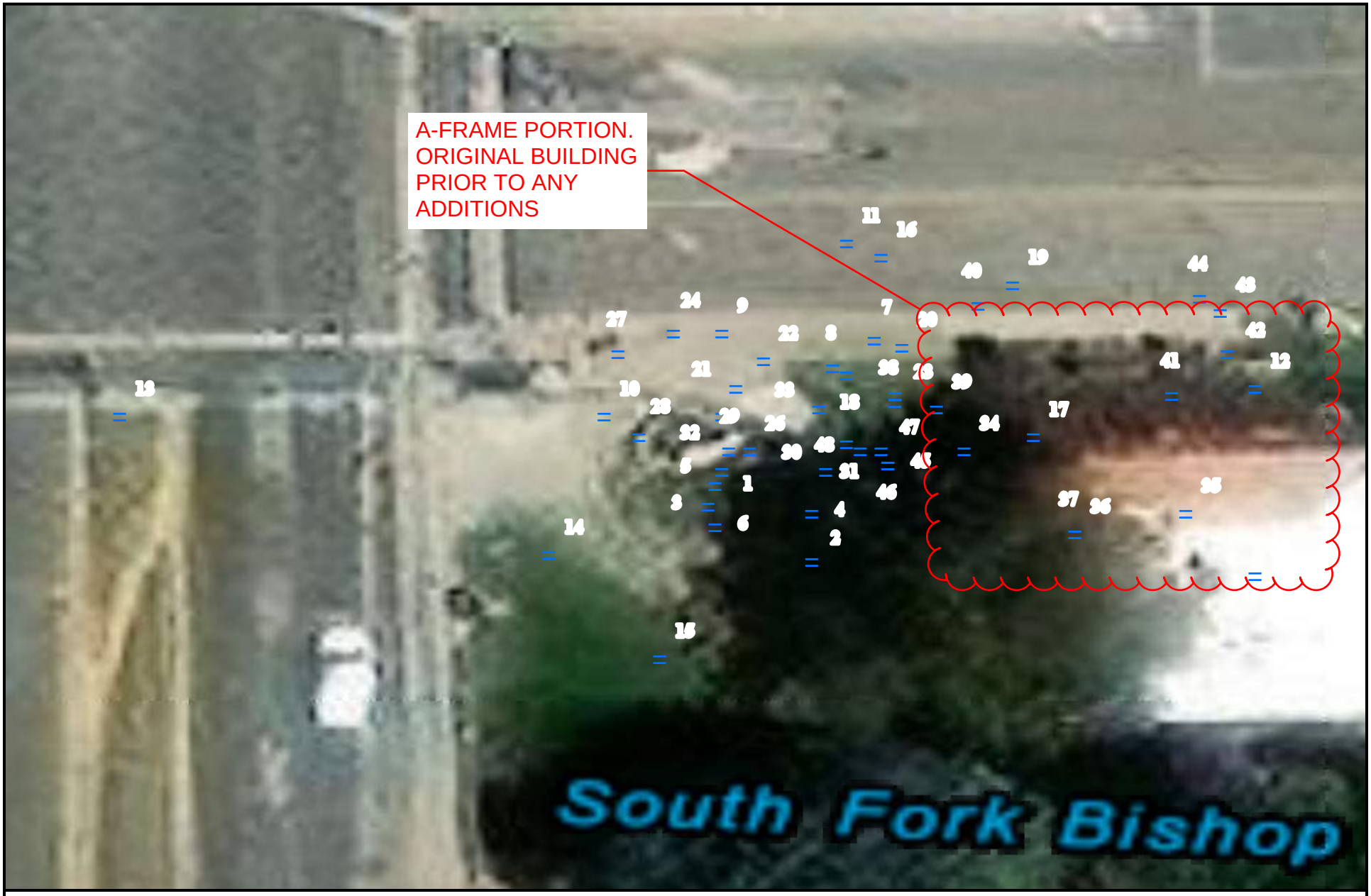


Anthony Johnson, PE, SE
Principal Structural Engineer

APPENDIX

APPENDIX A

OBSERVATION PHOTOS



&LW\ RI %LVKRS &KDPEHU RI &RPPHUFH

/RFDWLRQ 0AP A-FRAME PORTION OF BUILDING

= 3KRWR /RFDWLRQ

1257+

)HHW

6HUYLFH /D\HU &UHGLWV :RUOG ,PDJHU\
0D[DU 0LFURVRIW
:RUOG %RXQGDULHV D
+(5(*DUPLQ L3&

WOOD RODGERS



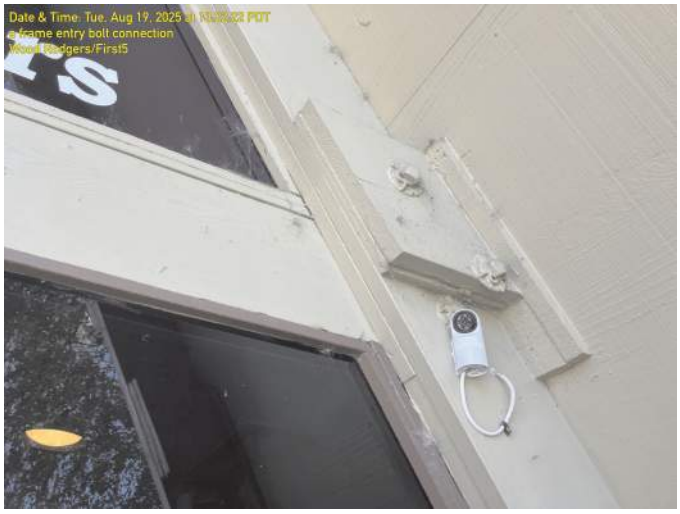
TH000299.JPG
1: a frame entrance



TH000301.JPG
2: a frame roof in contact with ground



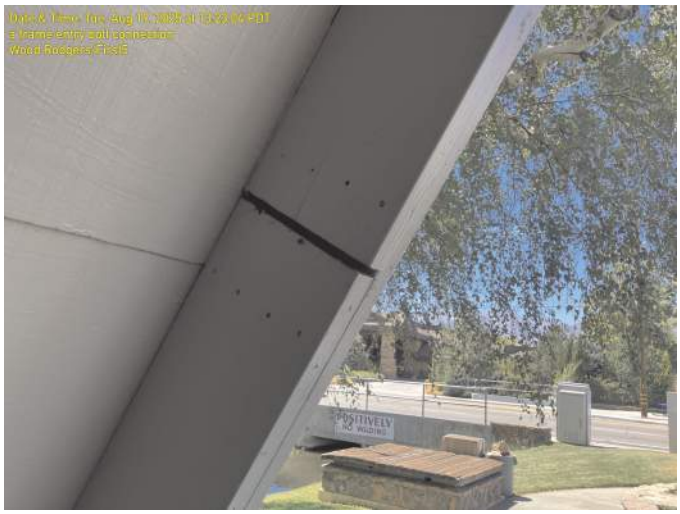
TH000304.JPG
3: a frame entry bolt connection



TH000305.JPG
4: a frame entry bolt connection



TH000306.JPG
5: a frame entry bolt connection



TH000307.JPG
6: a frame entry bolt connection



TH000308.JPG

7: a frame bottom cut at rafter



TH000309.JPG

8: a frame exterior2 2x Roof Rafter spliced



TH000310.JPG

9: a frame exterior2 2x Roof Rafter spliced



TH000311.JPG

10: a frame exterior2 2x Roof Rafter spliced



TH000312.JPG

11: a frame foundation



TH000314.JPG

12: a frame floor roof and foindation



TH000319.JPG
13: a frame exterior face rafter



TH000320.JPG
14: a frame rafter splice



TH000321.JPG
15: a frame rafter splice



TH000342.JPG
16: a framw roof rafter splice



TH000343.JPG
17: no apparent ridge



TH000355.JPG
18: a frame main window



TH000356.JPG

19: a frame main window



TH000357.JPG

20: a frame main window



TH000358.JPG

21: exterior roof rafter splice



TH000360.JPG

22: possible modification to original a frame collar tie removed



TH000361.JPG

23: possible modification to original a frame collar tie removed

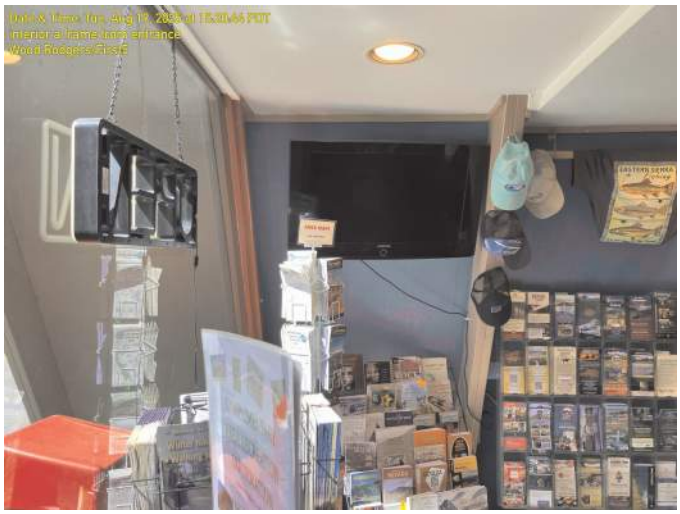


TH000362.JPG

24: possible modification to original a frame collar tie removed



TH000363.JPG
25: a frame roof rafter splice



TH000364.JPG
26: interior a frame from entrance



TH000365.JPG
27: interior a frame from entrance



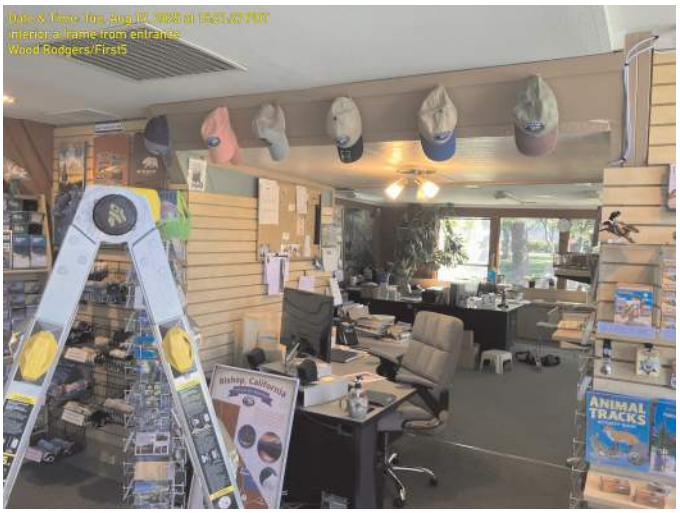
TH000366.JPG
28: interior a frame from entrance



TH000367.JPG
29: interior a frame from entrance



TH000368.JPG
30: interior a frame from entrance



TH000369.JPG
31: interior a frame from entrance



TH000370.JPG
32: interior a frame from entrance



TH000371.JPG
33: interior a frame from entrance



TH000372.JPG
34: interior a frame from entrance



TH000400.JPG
35: a frame second floor from stair



TH000401.JPG
36: a frame second floor from stair



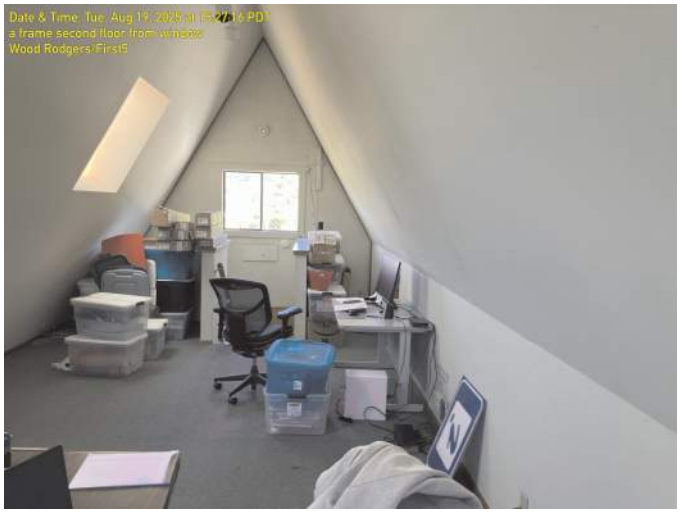
TH000402.JPG
37: a frame second floor from stair



TH000403.JPG
38: a frame second floor from stair



TH000405.JPG
39: a frame second floor from window



TH000406.JPG
40: a frame second floor from window



TH000407.JPG
41: exterior of building



TH000408.JPG
42: exterior of building



TH000409.JPG
43: exterior of building



TH000410.JPG
44: exterior of building



TH000411.JPG
45: exterior of building



TH000412.JPG
46: exterior of building



TH000413.JPG
47: exterior of building



TH000414.JPG
48: exterior of building



&LW\ RI %LVKRS &KDPEHU RI &RPPHUFH

/RFDWLRQ 0DS

Southern ADDITION PORTION OF BUILDING

= 3KRWR /RFDWLRQ

1257+

)HHW

6HUYLFH /D\HU &UHGLWV :RUOG ,PDJHU\
0D[DU 0LFURVRIW
:RUOG %RXQGDULHV D
+(5(*DUPLQ L3&

WOOD RODGERS

A-11

) ?6ROXWLRQV?7HFKQRORJ\?3KRWR3URFHVVRU?7HPSODWHV?3KRWR3URFHVVRU7D\RXV DSU[



TH000292.JPG

1: addition 3 to stream



TH000293.JPG

2: addition post with no support



TH000294.JPG

3: addition post with no support



TH000295.JPG

4: addition post with no support



TH000296.JPG

5: addition post with no support



TH000297.JPG

6: addition post with no support



TH000298.JPG
7: addition end support



TH000300.JPG
8: addition side



TH000302.JPG
9: addition first floor



TH000303.JPG
10: no apparent lateral this wall line



TH000316.JPG
11: addition opposite side



TH000317.JPG
12: addition opposite side



TH000322.JPG

13: a frame connection at addition



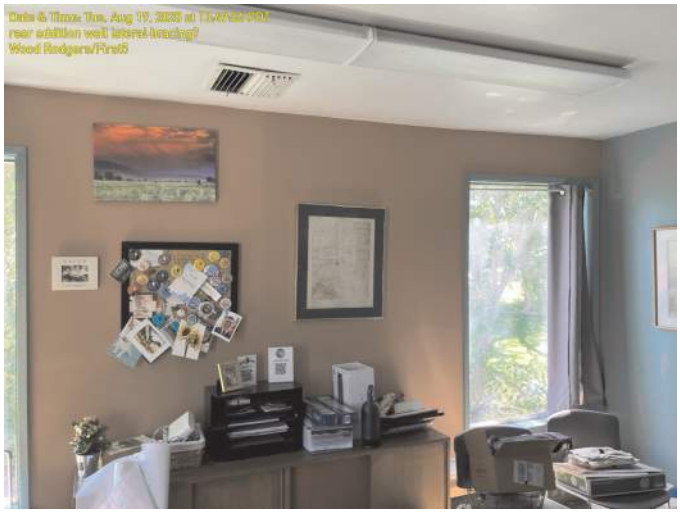
TH000325.JPG

14: addition evidence of water inflitration



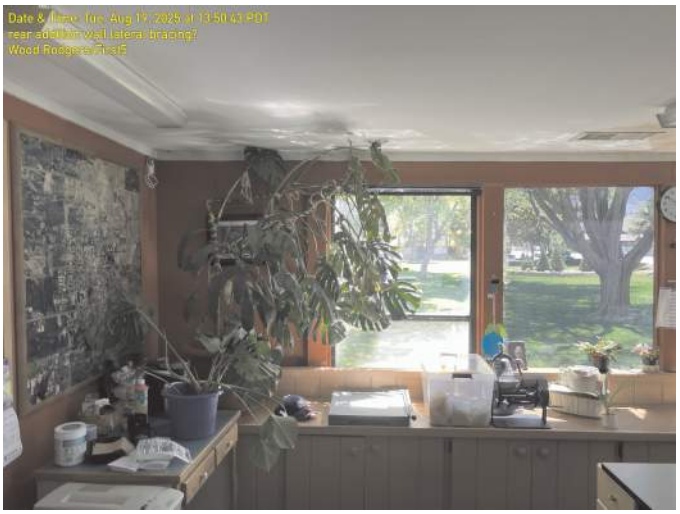
TH000326.JPG

15: addition evidence of water inflitration



TH000327.JPG

16: rear addition wall lateral bracing



TH000328.JPG

17: rear addition wall lateral bracing



TH000329.JPG

18: under floor addition



TH000330.JPG
19: under floor addition



TH000331.JPG
20: under floor addition



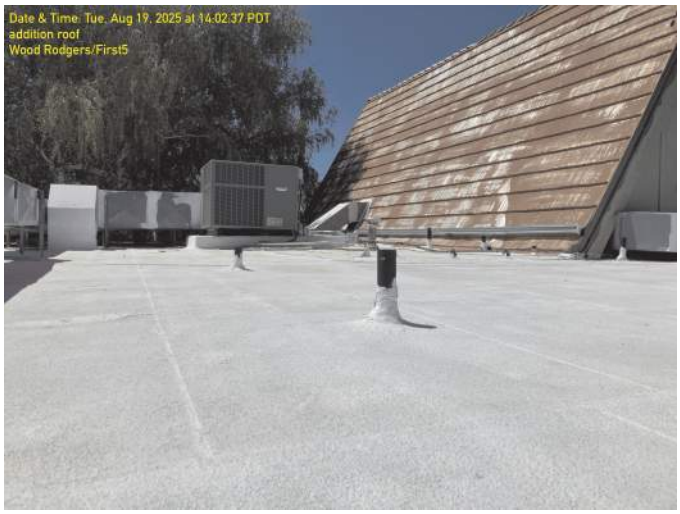
TH000334.JPG
21: under floor addition



TH000335.JPG
22: a frame from addition roof



TH000336.JPG
23: addition roof



TH000337.JPG
24: addition roof



TH000338.JPG
25: addition roof



TH000339.JPG
26: addition roof



TH000340.JPG
27: addition roof



TH000341.JPG
28: addition roof drainage



TH000345.JPG
29: addition roof joist bearing seat



TH000347.JPG
30: addition roof joist bearing seat



TH000348.JPG

31: has a frame floor been modified



TH000349.JPG

32: has a frame floor been modified



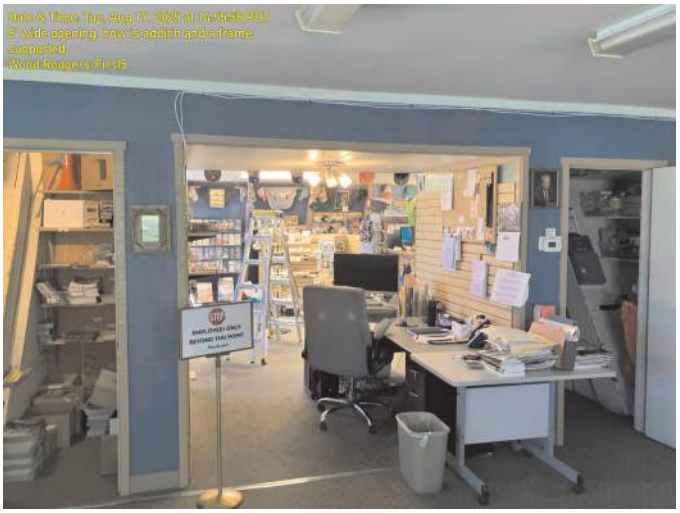
TH000350.JPG

33: has a frame floor been modified split in floor joist at bolted connection



TH000351.JPG

34: foindation only appears 10 deep



TH000352.JPG

35: 8 wide opening how is additin and a frame supported



TH000354.JPG

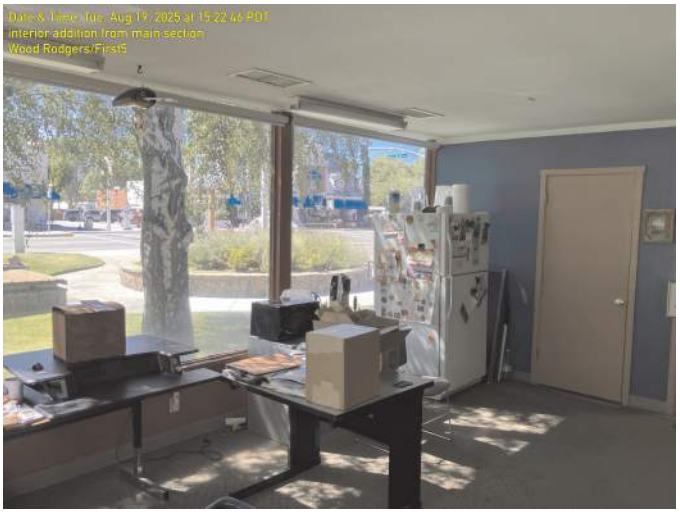
36: large split in floor joist near bolt



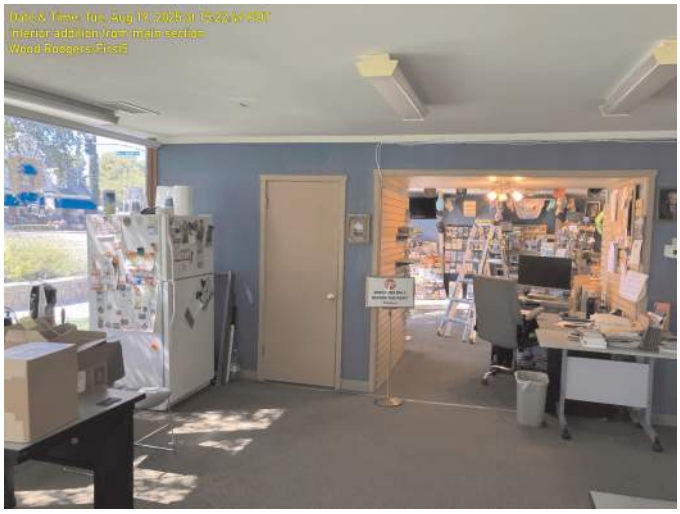
TH000373.JPG
37: interior addition from main section



TH000374.JPG
38: interior addition from main section



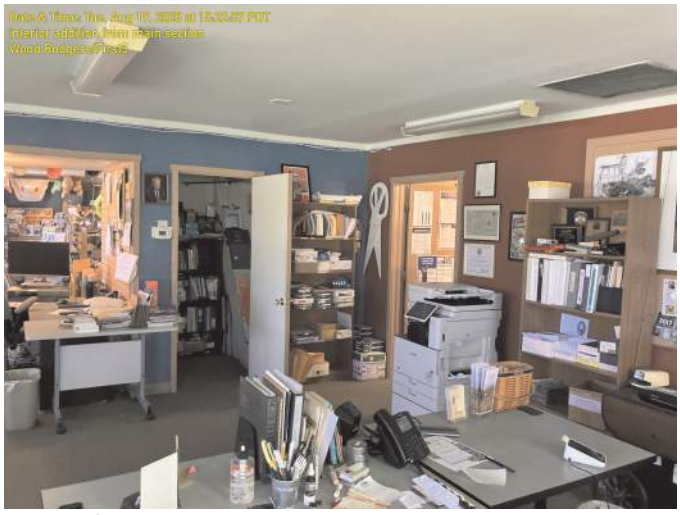
TH000375.JPG
39: interior addition from main section



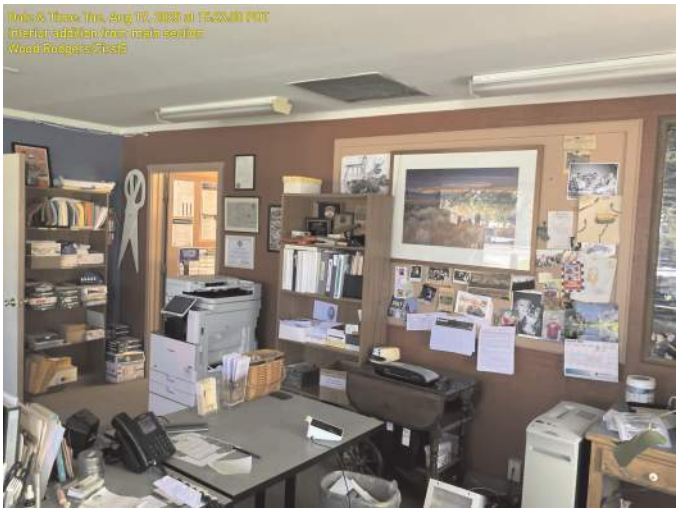
TH000376.JPG
40: interior addition from main section



TH000377.JPG
41: interior addition from main section



TH000378.JPG
42: interior addition from main section



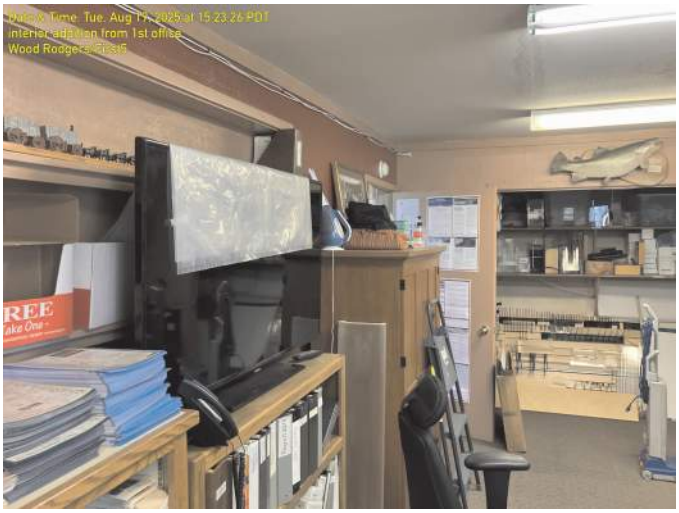
TH000379.JPG
43: interior addition from main section



TH000380.JPG
44: interior addition from main section



TH000381.JPG
45: interior addition from main section



TH000382.JPG
46: interior addition from 1st office



TH000383.JPG
47: interior addition from 1st office



TH000384.JPG
48: interior addition from 1st office



TH000385.JPG
49: interior addition from 1st office



TH000386.JPG
50: interior addition from 1st office



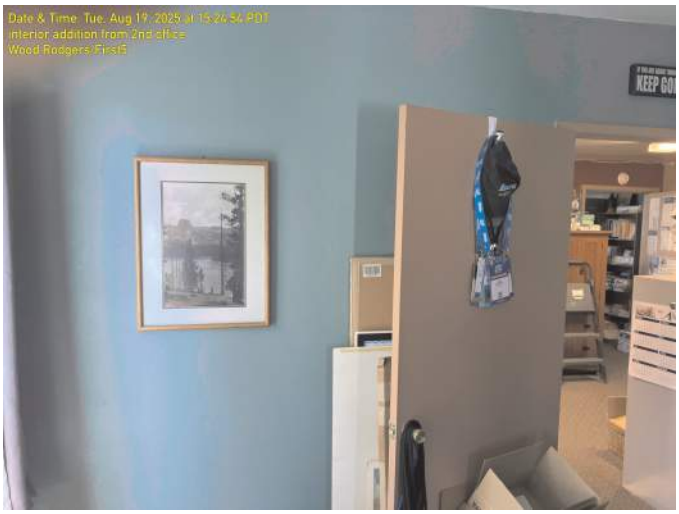
TH000387.JPG
51: interior addition from 1st office



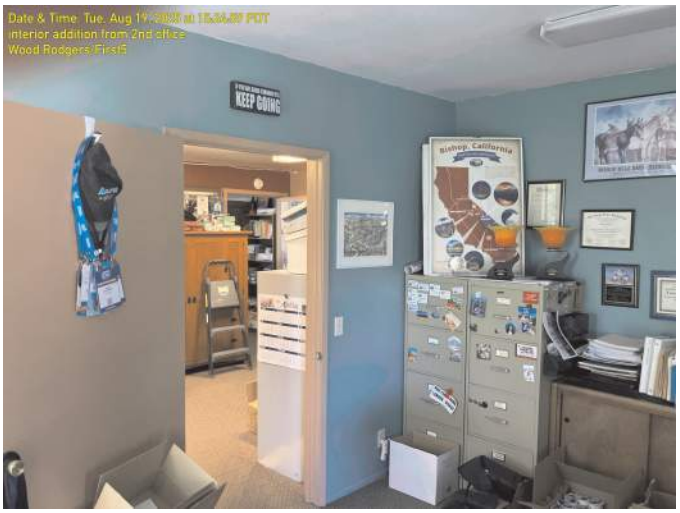
TH000388.JPG
52: interior addition from 1st office



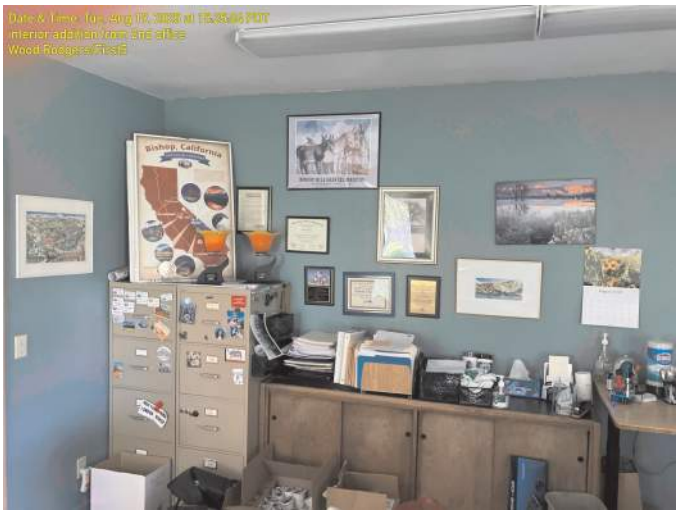
TH000389.JPG
53: interior addition from 2nd office



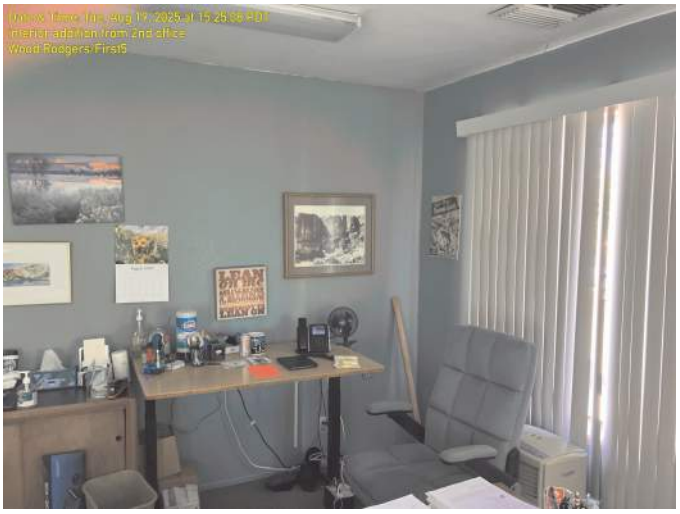
TH000390.JPG
54: interior addition from 2nd office



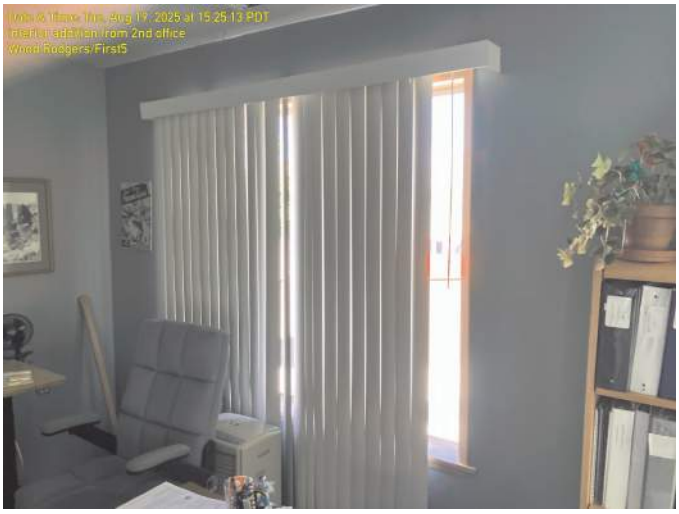
TH000391.JPG
55: interior addition from 2nd office



TH000392.JPG
56: interior addition from 2nd office



TH000393.JPG
57: interior addition from 2nd office



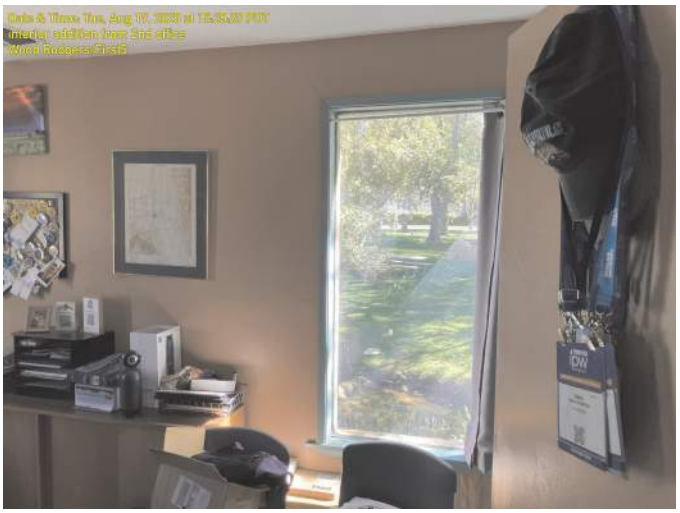
TH000394.JPG
58: interior addition from 2nd office



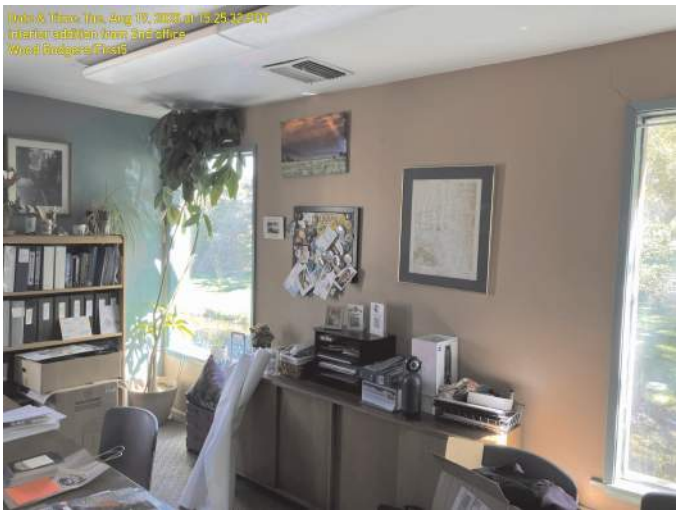
TH000395.JPG
59: interior addition from 2nd office



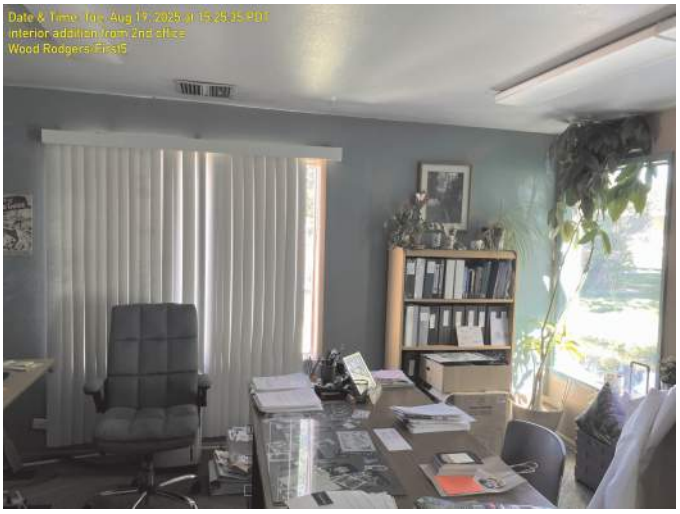
TH000396.JPG
60: interior addition from 2nd office



TH000397.JPG
61: interior addition from 2nd office



TH000398.JPG
62: interior addition from 2nd office



TH000399.JPG
63: interior addition from 2nd office



TH000415.JPG
64: exterior of building



TH000418.JPG
65: exterior of building

City of Bishop- Chamber of Commerce

SMALL ADDITION TO A-FRAME PHOTOS



TH000313.JPG

1: small addition to a frame



TH000315.JPG

2: small a frame addition no visible foundation



TH000318.JPG

3: addition opposite side

SMALL ADDITION
TO MAIN ORIGINAL
A-FRAME

SMALL ADDITION
TO MAIN ORIGINAL
A-FRAME

WOOD RODGERS

APPENDIX

APPENDIX B

DEAD AND LIVE LOAD TAKEOFF AND QUANTITATIVE MEMBER AND CONNECTION ANALYSIS

WOOD RODGERS
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
3301 C Street, Bldg 100B Tel 916.341.7760
Sacramento, CA 95816 Fax 916.341.7767

In-Situ Load Data - A-Frame Second Floor- Refer to Table 2 in Tech Memo

Location: Second Floor
Slope: n/a
Slope Factor: n/a

Dead Loads

ITEM	MATERIAL	LOAD (PSF)
Floor Finish	Carpet	$W_1 := 1.0 \cdot psf$
Sheathing	Sheathing	$W_2 := 4 \cdot psf$
Insulation	Allowance	$W_3 := 1.0 \cdot psf$
Ceiling	Gypsum Board with Framing	$W_4 := 3.0 \cdot psf$
Sprinklers	Not Applicable	$W_5 := 0 \cdot psf$
Mechanical & Electrical	Allowance	$W_6 := 1.0 \cdot psf$
Miscellaneous	Allowance	$W_7 := 1.0\ psf$
Framing:		
Joists	2-2x12 @ 48"oc	$W_8 := 2.0\ psf$
Beams	Not Applicable	$W_9 := 0.0\ psf$

Total Dead Loads

Joists $W_{sp} := W_1 + W_2 + W_3 + W_4 + W_5 + W_6 + W_7 + W_8 = 13\ psf$

Beams $W_p := W_{sp} + W_9 = 13\ psf$

Floor Live Load

$L_{flr} := 50\ psf$ Office without additional allowance for Partitions

$L_{flr\_orig} := 40\ psf$ Floor Live Load from original calculations

In-Situ Load Data - A-Frame Roof - Refer to Table 2 in Tech Memo

Location: A-Frame
Slope: Approximately 60 degrees
Slope Factor: 1.41 (This accounts for the weight not being on a horizontal surface)

Dead Loads

ITEM	MATERIAL	LOAD (PSF)
Roofing	Metal Roof	$W_1 := 3.0 \cdot psf$
Sheathing	2x4 @ 3'-6"oc with 5/8" Sheathing	$W_2 := 2.5 \cdot psf$
Insulation	Allowance	$W_3 := 1.0 \cdot psf$
Ceiling	Gypsum board	$W_4 := 2.5 \cdot psf$
Sprinklers	Not Applicable	$W_5 := 0.0 \cdot psf$
Mechanical & Electrical	Allowance	$W_6 := 1.0 \cdot psf$
Miscellaneous	Allowance	$W_7 := 0.5\ psf$
Framing:		
Rafters/Joists	2-2x10 @ 48"oc	$W_8 := 2.0\ psf$

Total Dead Loads to compare with Original Building Calculations and in Table 2 of Technical Memo:

Joists $W_{sp} := W_1 + W_2 + W_3 + W_4 + W_5 + W_6 + W_7 + W_8 = 12.5\ psf$

As part of the structural calculations the additional weight on the roof rafter from the materal being on a slope need to be added. This weight is added by the Slope Factor below:

Slope Factor $W_{10} := 4.5\ psf$

Joists $W_{sp\_design} := W_1 + W_2 + W_3 + W_4 + W_5 + W_6 + W_7 + W_8 + W_{10} = 17\ psf$

Roof Live Load (Snow)

$L_{r\_Snow} := 40\ psf$ Reducible $C_s := 0.4$ $L_{r\_sloping} := C_s \cdot L_{r\_Snow} = 16\ psf$

Load duration incrase = 1.15

Load Data - 1st Floor (Based on Addition)

Location: First Floor
Slope: n/a
Slope Factor: n/a

Dead Loads

ITEM	MATERIAL	LOAD (PSF)
Floor Finish	Carpet	$W_1 := 1.0 \cdot psf$
Sheathing	Sheathing	$W_2 := 4 \cdot psf$
Insulation	Allowance	$W_3 := 1.0 \cdot psf$
Ceiling	Not Applicable	$W_4 := 0.0 \cdot psf$
Sprinklers	Not Applicable	$W_5 := 1.0 \cdot psf$
Mechanical & Electrical	Allowance	$W_6 := 1.0 \cdot psf$
Miscellaneous	Allowance	$W_7 := 1.5\ psf$
Framing:		
Joists	6x10 @ 36"oc	$W_8 := 4.5\ psf$
Beams	Glulams	$W_9 := 0\ psf$

Total Dead Loads

Joists $W_{sp} := W_1 + W_2 + W_3 + W_4 + W_5 + W_6 + W_7 + W_8 = 14\ psf$

Beams $W_p := W_{sp} + W_9 = 14\ psf$

Floor Live Load

$L_{flr} := 50\ psf$ Office without additional allowance for Partitions

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Load Data - Roof/Ceiling

Location: Addition
Slope: n/a
Slope Factor: n/a

Dead Loads

ITEM	MATERIAL	LOAD (PSF)
Roofing	Built Up	$W_1 := 3.0 \cdot psf$
Sheathing	Sheathing	$W_2 := 3 \cdot psf$
Insulation	Allowance	$W_3 := 1.0 \cdot psf$
Ceiling	Gypsum Board	$W_4 := 3.0 \cdot psf$
Sprinklers	Not applicable	$W_5 := 0.0 \cdot psf$
Mechanical & Electrical	Allowance	$W_6 := 2.0 \cdot psf$
Miscellaneous	Allowance	$W_7 := 1.0\ psf$
Framing:		
Rafters/Joists	6x12 @ 48"oc	$W_8 := 4.0\ psf$
Beams	Not Applicable	$W_9 := 0.0\ psf$
Slope Factor		$W_{10} := 0.0\ psf$

Total Dead Loads

Joists $W_{sp} := W_1 + W_2 + W_3 + W_4 + W_5 + W_6 + W_7 + W_8 + W_{10} = 17\ psf$

Beams $W_p := W_{sp} + W_9 = 17\ psf$

Roof Live Load (Snow)

$L_r := 40\ psf$ Reducible

Load duration incrase = 1.15

Ceiling Only Live Load = 0 psf

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A-Frame Portion of Building:

Existing Main Roof Rafters Not acting as Truss:

Simple uniform load with snow at Roof Rafter with 2' of tributary load. For example end Roof Rafter at West Entry.

Span: 14'-0" w = 2'(17 psf+16 psf) = 34 plf + 32 plf (DL + Snow Load) , typical

M_{max} = 1.62 ft-kips V_{max} = 0.462 kips

From orginal calculations existing 2x Allowable bending = 1150 psi

2x10 @ 4'-0"cc (2'-0" maximum tributary load)

M_{allow} = 2.34 x 1.15 = 2.69 ft-kips V_{allow} = 0.88 kips x 1.15 = 1.01 kips

Simple uniform load with snow at Roof Rafter with 4' of tributary load. For example end Roof Rafter at West Entry.

Span: 14'-0" w = 4'(17 psf+16 psf) = 68 plf + 64 plf (DL + Snow Load) , typical

M_{max} = 3.23 ft-kips V_{max} = 0.924 kips

From orginal calculations existing 2x Allowable bending = 1150 psi

2x10 @ 4'-0"cc

M_{allow} = 2.34 x 1.15 = 2.69 ft-kips V_{allow} = 0.88 kips x 1.15 = 1.01 ki

Existing Main Roof Rafters with Truss Action Using Current CBC Load Case Factors:

Existing Roof Rafters M_{max} with varying load cases considering loads from the A-Frame only:

M_{max} = 2100 ft-pounds (DL + Roof Live Load = 12 psf)

M_{max} = 2200 ft-pounds (DL + Snow Load = 16 psf)

M_{max} = 2800 ft-pounds (DL + Floor Live Load = 40 psf)

M_{max} = 2400 ft-pounds (DL + 75% Floor Live Load = 40 psf + 75% Roof Live Load)

M_{max} = 2500 ft-pounds (DL + 75% Floor Live Load = 40 psf + 75% Snow Load)

The original roof rafters consisted of continuous double 2x10 members spaced at 4'-0" on center with limitations of splice locations noted in the original drawings.. In several observed instances, there is a clear splice in one of the 2x10s. The rafters may have been modified or the splices observed were original construction. There is a concern the observed splices may not fall within the specifed splice allowed area of the original drawings. As a result, the affected rafters now behave structurally as single 2x10 members rather than double members. The calculations above are a study of the rafters acting as a single 2x10 not a 2-2x10.

CONCLUSION:

Depending on the spliced conditions of the roof rafter framing of the A-Frame structure, the rafters are approaching—or potentially exceeding—the limit states defined by the California Building Code when considering the A-Frame loading only. Further investigation would be recommended to review results of above study and all joist splices.

A-Frame Portion of Building:

Existing Floor Joists without looking at additional Tension from Collar Tie:

Simple uniform load with dead load and office floor live load of 50 psf

Span: 17'-4" w = 4'(13 psf+50 psf) = 52 plf + 200 plf (DL + Floor Live Load) , typical

M_{max} = 9.46 ft-kips V_{max} = 2.18 kips

2-2x12 @ 4'-0"cc

From orginal calculations existing
2x Allowable bending = 1150 psi

M_{allow} = 6.86 ft-kips V_{allow} = 2.14 kips

Simple uniform load with dead load and floor live load of 40 psf from original calculations

Span: 17'-4" w = 4'(13 psf+40 psf) = 52 plf + 160 plf (DL + Floor Live Load) , typical

M_{max} = 7.96 ft-kips V_{max} = 1.84 kips

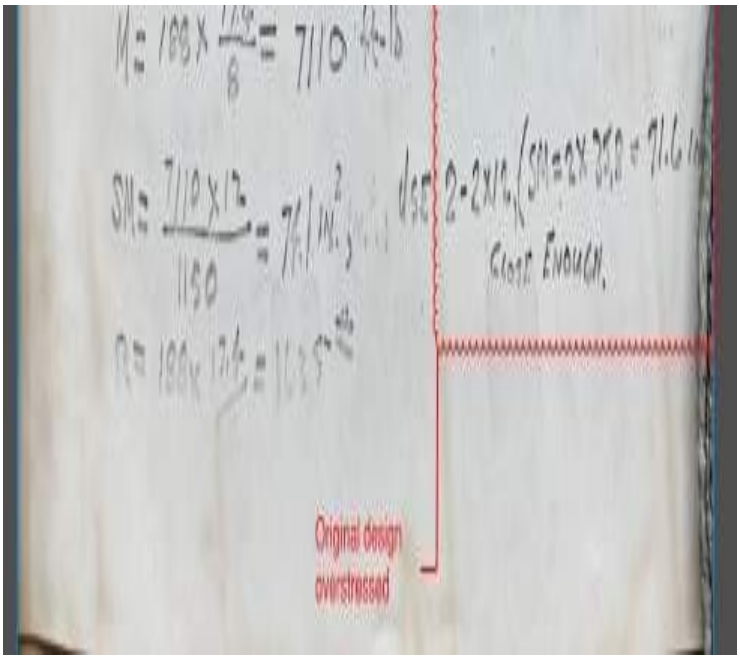
2-2x12 @ 4'-0"cc

From orginal calculations existing
2x Allowable bending = 1150 psi

M_{allow} = 6.86 ft-kips V_{allow} = 2.14 kips

Conclulsions:

The floor framing loading of the A-Frame structure is exceeding the capacity of the joists. This is noted in the original existing calculations, refer to snip below. There have been new dead loads added to the floor from the original design. The calculation above using a live load of 40 psf (based on original calculations) shows the maximum moment exceeds the allowable moment by 16%. This exceeds the historic building code maximum overstress of 5% allowed by the California Building Code.



A-Frame Portion of Building:

Study of Connection at Floor Joist acting as Collar Tie:

Maximum Tension Load in Floor Joist varying load cases considering loads from the A-Frame only

T_{max} = 1900 pounds (DL + Roof Live Load = 12 psf)

T_{max} = 2000 pounds (DL + Snow Load = 16 psf)

T_{max} = 2400 pounds (DL + Floor Live Load = 40 psf)

T_{max} = 2500 pounds (DL + 75% Floor Live Load = 40 psf + 75% Roof Live Load)

T_{max} = 2600 pounds (DL + 75% Floor Live Load = 40 psf + 75% Roof Live Load)

Maximum Tension Load in Floor Joist varying load cases considering loads from the A-Frame and Addition

T_{max} = 3600 pounds (DL + Roof Live Load = 12 psf for A-Frame & 20 psf for Addition)

T_{max} = 4500 pounds (DL + Snow Load = 16 psf for A-Frame & 40 psf for Addition)

T_{max} = 3300 pounds (DL + Floor Live Load = 40 psf)

T_{max} = 3900 pounds (DL + 75% Floor Live Load = 40 psf + 75% Roof Live Load)

T_{max} = 4600 pounds (DL + 75% Floor Live Load = 40 psf + 75% Roof Live Load)

Check the existing condition of the A-Frame bolted connection of 2-2x10 rafter main member with 2x12 member each side. There were two 5/8" diameter bolts

Direction of load Parallel to grain in Floor Joist Allowable Tension for 2-5/8" diameter bolts = 1760 Pounds x 2 = 3520 Pounds

Direction of load Perpendicular to grain in Floor Joist Allowable Tension for 2-5/8" diameter bolts per original calculations = 950 Pounds x 2 = 1900 Pounds

Tension Load in Floor Joist thru Roof Rafter at approximately 60 degrees (not perpendicular to grain) Allowable Tension for 2-5/8" diameter bolts = 1074 Pounds x 2 = 2148 Pounds

Conclulsions:
Certain connections of the A-Frame structure are approaching—or potentially exceeding—the limit states defined by the California Building Code when considering the A-Frame loading only. When considering the loading from the Addition and the A-Frame, certain connections of the A-Frame structure are potentially exceeding—the limit states defined by the California Building Code

Addition Portion of Building:

Existing Main Roof Joists:

Simple uniform load with snow, but does not account for sliding snow off of A-Frame roof which would increase the load.

Span: 27'-6" w = 4'(17 psf+40 psf) = 68 plf + 160 plf (DL + Snow Load) , typical

M_{max} = 21.6 ft-kips V_{max} = 3.135 kips

6x12 @ 4'-0"cc

Assume DF #1 Lumber 1350 psi M_{allow} = 13.64 x 1.15 = 15.68 ft-kips V_{allow} = 3.58 kips x 1.15 = 4.12 kips

Assume Select Structural Lumber 1600 psi M_{allow} = 16.16 x 1.15 = 18.59 ft-kips V_{allow} = 3.58 kips x 1.15 = 4.12 kips

The roof joists may be undersized if full dead load and snow load occurs full length of existing roof joists unless the grade lumber is of a considerably higher grade than what would be anticipated for this type of building.

Existing Floor Joists:

Simple uniform floor load with office floor live load and point from wall, roof and snow at cantilever of floor joist ends. The Cantilever is for when the post footings have full bearing on soil

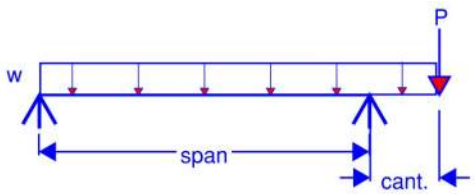
Span: 8'-0" Cant: 2'-6"

(DL + Floor Live Load)

w = 3'(14 psf+50 psf) = 42 plf + 150 plf

(Roof/Wall Dead Load + Roof Snow Load)

P = 1.2 kips (DL) + 2.2 kips (Snow)



Load Combination: DL + Snow M_{max} = 8.63 ft-kips V_{max} = 3.47 kips

Load Combination: DL + 0.75*Snow+0.75*Floor LL M_{max} = 7.61 ft-kips V_{max} = 3.12 kips

6x10 @ 3'-0"cc

Assume DF #1 Lumber 1350 psi M_{allow} = 9.31 x 1.15 = 10.71 ft-kips V_{allow} = 2.96 kips x 1.15 = 3.4 kips

Assume Select Structural Lumber 1600 psi M_{allow} = 11.03 x 1.15 = 12.68 ft-kips V_{allow} = 2.96 kips x 1.15 = 3.4 kips

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Addition Portion of Building:

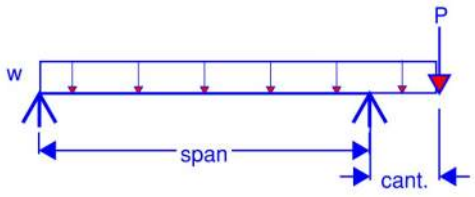
Existing Floor Joists:

Simple uniform floor load with office floor live load and point from wall, roof and snow at cantilever of floor joist ends. The Cantilever is for when no posts occur ouside of the CMU foundation

Span: 8'-0" Cant: 6'-0"

(DL + Floor Live Load)

w = 3'(14 psf+50 psf) = 42 plf + 150 plf



(Roof/Wall Dead Load + Roof Snow Load)

P = 1.2 kips (DL) + 2.2 kips (Snow)

Load Combination: DL + Snow M_{max} = 9.26 ft-kips V_{max} = 3.62 kips

Load Combination: DL + 0.75*Snow+0.75*Floor LL M_{max} = 9.91 ft-kips V_{max} = 3.66 kips

6x10 @ 3'-0"cc

Assume DF #1 Lumber 1350 psi M_{allow} = 9.31 x 1.15 = 10.71 ft-kips V_{allow} = 2.96 kips x 1.15 = 3.4 kips

Assume Select Structural Lumber 1600 psi M_{allow} = 11.03 x 1.15 = 12.68 ft-kips V_{allow} = 2.96 kips x 1.15 = 3.4 kips

The floor joists may be undersized when considering the maximum shear reaction at the support closest to the creek. The loading assumptions in the calculations above include snow load applied uniformly along the full length of the roof joists but do not account for additional loading from snow sliding off the adjacent A-frame roof. At the interface where the Addition meets the sloped A-frame roof, sliding snow from the A-Frame roof onto the Additional roof represents a typical snow design scenario included in the CBC and would increase the loading to the roof & floor joists from what is considered in these calculatons

Existing Foundation Load at CMU wall parallel to creek edge:

P_{max} = 3.66 kips per load combination above

Assume this load can be spread over 3 feet of CMU wall

w_{max} = 3.66 kips/3' = 1220 pounds per foot + 156 pounds per foot = 1376 pounds per foot on soil

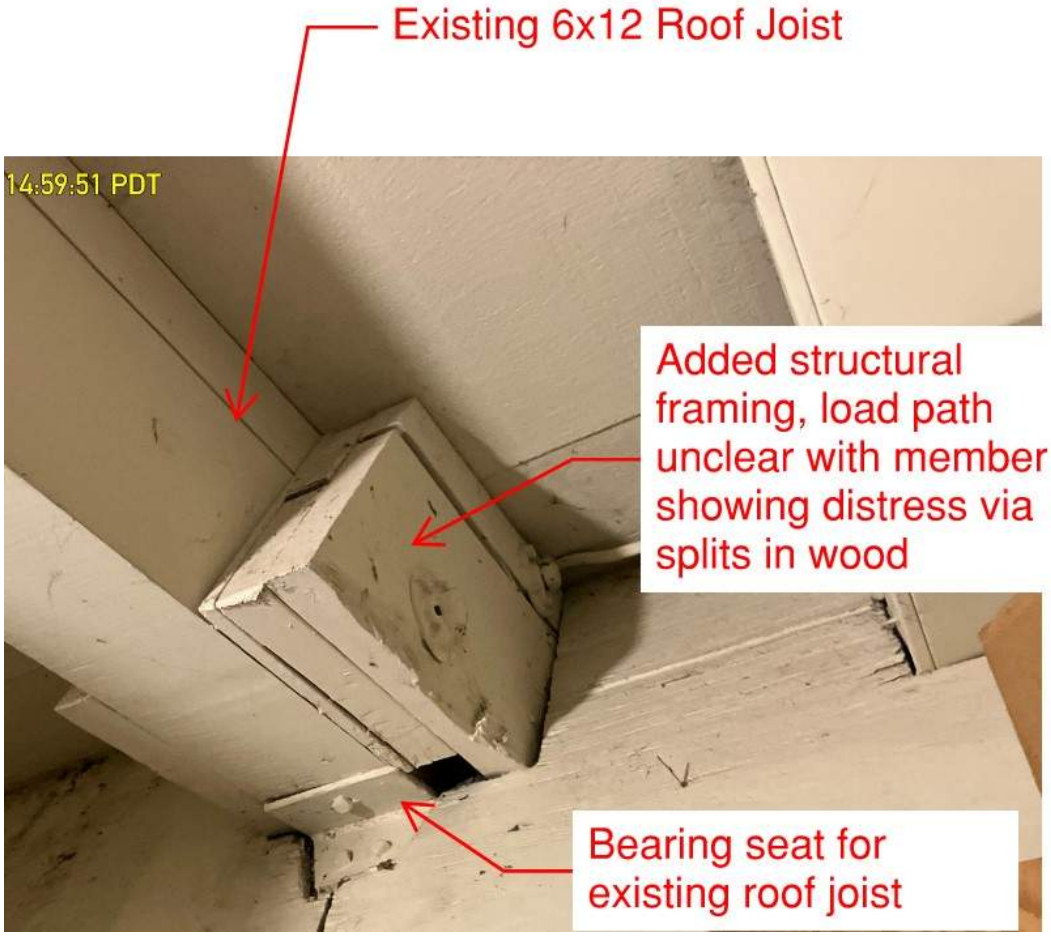
The uniform load shown above, on the soil, may be near to the allowable soil bearing capacity for the continuous footing under the CMU stem wall.. There is no available documents showing the depth or width of the continuos footing below the existing CMU stem wall. However based on the existing exposed wood post footings, we suspect the continuous footing have been built to similar depths. Eventually a similar condition of the creek undermining the continuous footing under the CMU stem wall could occur.

Addition Portion of Building:

Existing Main Roof Joist Connection at Existing A-Frame:

The photo below appears to be the typical connection of the Addition 6x12 roof joist to the existing A-frame portion of the building. We believe the 6x12 roof joists bear on a bent plate bearing seat (noted in photo below). The plate is connected with two small diameter lag screws into the existing 2-2x10 roof rafters of the A-Frame and one small diameter lag screw connects the plate to the 6x12 Addition roof joist

At the bearing seat, we assume 2-3/8" diameter lag screws into the end of the 2-2x10 Roof Rafters of the A-Frame support the shear plate to the rafter. The load limit for the two lag screws = 2x280 poundsx1.15 = 644 pounds. The load to the screws is the shear reaction from the roof joist, V_{max} = 3.135 kips = 3135 pounds (shown abovev) and is considerablly higher than the load lmit of 644 pounds. The bolts in the side member may be a load path, but it is unclear on how it resolves to a supporting structural member.



Conclulsions:
Certain elements of the Addition structure are approaching—or potentially exceeding—the limit states defined by the California Building Code.

Due to the absence of documentation specifying the lumber species or grade used in the Addition portion, the calculations presented in the preceding pages are based on engineering judgment regarding the likely species and grade of the structural members.

WOOD RODGERS

APPENDIX

APPENDIX C

A-FRAME BUILDING PARTIAL STRUCTURAL CALCULATIONS AND DRAWINGS

Engineering Plans have been redacted from publicly released document due to Federal Copyright Law. Please contact the City Clerk for more information.

LOAD LIST

PIERSON *Homes*

PREFABRICATIONS

4100 BROADWAY — EUREKA, CALIFORNIA 95501

(Revised)

Model Holiday Frame II

Sale Number 5334 70

Aluminum Exterior Supply Co.
P. O. BOX 5268 ▪ RIVERSIDE, CALIFORNIA 92507
PHONE (714) 682-2227

Dear Sir:

The sample you have requested is enclosed, please disregard all other.

Thank you kindly;

Robert A. Sweet

Ernest Pierson Co. Builders of
4100 Broadway • Eureka, California • Telephone 448-0831



PIERSON Homes

March 18, 1970

Mr. Robert Dillon
Bishop Chamber of Commerce
125 E. Line St.
Bishop, Calif. 93514

Dear Mr. Dillon:

I have made revisions of the price structure of the A-frame, as we discussed in our last telephone conversation. This price covers the following:

28' x 36' A-frame shell, with
16' loft
retractable Hollywood disappearing stairway
Less: one gable wall
basic aluminum roofing
gingerbread
exterior balcony
Including: enough 2x4 stripping to cover the roof 10 inches o.c.
solid gable wall panels in rear loft
1" Urethane insulation over entire roof
4" fiberglass batting insulation for loft floor
Other specifications as per literature on the Pierson Holiday Frame IV.
Buyer is to furnish foundation, finish roofing, front gable wall and all interior panelling, partitions and finish.

The above building, as described, for the total price of $6,220, plus sales tax, FOB Eureka.

Respectfully submitted,

H. E. Pierson

HEP/cs

Specifications And Prices For Holiday Frame II

Temporary Sheet

Foundation: Engineered pier foundation consisting of engineered plans and specification, pre-cut pier forms, pier blocks, steel reinforcing, stakes and engineered tie-down straps. All designed for 1000 lb. or 2000 lb soil bearing capacity. Ample 4x6 Redwod post material for average 24" foundation height.

A Frame Trusses: Specially engineered prefabricated A trusses composed of select heart Redwood 2x10 laminations. Each of the 2 sides and bottom member of the A-frames are precut, drilled and fabricated, ready for bolting together with 1/2" plated bolts, mallable washers and 4" split rings. Long or Short Load Option. If trucking long members is a problem, order short load option A-Frame truss sides will be pre-cut and drilled with fabrication left to onsite finish. Long load 28 feet, short load 18 feet or 20 feet.

Sub Floor & Second Floor: 1-1/8" Douglas Fir tongue and grooved premium grade exterior plywood. Each piece pre-cut and dadoed; fitting is easy without cutting or trimming.

Roof Sheathing: Simpson All Redwood 5/8" Premium Rough Sawn plywood with ship lap edges.

Vapor Barrier: 15 pound felt laid over sheathing.

Roof Finish: Redwood 2x4 horizontal stripping, 2 foot on center over vapor barrier with Green Kaiser Twin Rib aluminum roofing size 0.0175 inch, 2 piece adjustable ridge cap and gable edge trim to the weather; nailed with regulation gasket fitting green aluminum nails.

Style: Swiss style balcony, railing with sculptured trim all pre-cut from the choicest of First Growth Redwood. (optional)

Gable Walls: Prefabricated 4x8 foot Redwood wall panels built with all Redwood studding 16 inches o.c., 5/8" Simpson Premium All Redwood Exterior Rough Sawn plywood (wood life treated) and 23/32 inch x 2-1/2 inch clear Redwood batting.

Insulation: 3 1/4" Owens-Corning fiberglass for roof and walls.

Windows: 4/0 x 3/0 bronzed aluminum sliding windows with screens in rear gable wall and three 5/4 x 4/0 bronzed aluminum casement windows for the front gable wall. Bronzed aluminum 24 inch x 60 inch louvred (no leak-rubber sealed) windows, two each in loft bedroom and upper living walls.

Doors: One 3/0 x 6/8 Dutch 12 light, X Buck 1 3/4" x 3/0 x 6/8.

Stair: Open Permanent stairway. Treads and landing cut of First Growth Appearance Grade Redwood. Supports of Construction Grade 2x12 Douglas Fir. Manufactured wrought iron railing.

Summary: The shell includes everything to effect a complete enclosure, including nuts, bolts, split rings, all galvanized nails, mastic, bracing material, etc., excluding concrete and fixed glass in upper gable walls.

Engineering: The Holiday Frame is engineered for areas calling for up to 25 pounds wind loading and 125 pounds snow loading. This is based on 1967 Uniform Building Code, Section 23, with a 45 degree slope limitation for load reduction. Footing design based on minimum soil bearing capacity 1000 pounds per square foot and 2000 pounds per square foot. Heavier framing is available where the terrain and the altitude subject cabin to extreme snow loading. Prices and specifications furnished upon request.

Neale B. Penfold, Professional Engineer No. 12155.

PIERSON HOMES
HANK PIERSON
707-4439709

TEMPORARY SHEET

CURRENT PRICES * July 1, 1969

	Weight	Price	Column For Your Estimate Weight	Price
HOLIDAY FRAME II — SHELL PACKAGE ..... Includes all specifications on reverse side of this sheet, including 27' x 28 main floor 750 sq. ft.) and 17' x 28 second floor 475 sq. ft.). Interior wall finish found in following options.	~~43,000#~~	$5990		
Engineered Foundation may be deducted	~~2,800#~~	198		
Specifications For Optional Items — Add To Shell Package				
First Floor Finish & Bedrooms upstairs	~~11,300#~~	2132		
Framing: Prefobricated Redwood 4x8 wall sections. Studding 16" o.c. Includes oll walls necessary to enclose and finish all rooms on first floor and finish woll closing off end of loft from lower area.				
Wall Cover: Gepsom wall board ½x4x8 for all walls. Paneling: 3/16" or 1/4" prefinished natural lauan paneling for all wolls over gepsom board.				
Doors: Interior: Solid louver Pine 1-3/8"x2/8x6/8 prehung and drilled for easy installation. Closet and utility door: full louver, Ponderosa Pine Bifold with hardware and easy to follow instructions. Hardware: Schlage series "A" passoge, privocy, and keyed locks. Moulding: A Grade Redwood 1/2"x 1-5/8" for boseboards and trim.				
Cabinetry: Factory manufactured cabinets prefinished inside and out. Kitchen: twenty-four linear feet precovered formica counter top. (Specify formica name and number). Two lazy susan corner cabinets. Sixty-six square feet lower pot, pan, dish storage. Twenty-five linear feet upper dish shelving 12" wide. Linen Storage: Twenty-one linear feet shelving 24" deep. Cleaning Supplies Storage in Washer Enclosure: Twenty linear feet shelving 12" deep. Bathroom Vanity Sink Cabinet: Thirty-six inches long.				
Closets: Prefobricoted framing sections, Redwood shelf materiol ond adiustoble metal clothes rod. Full louver Ponderoso doors.	~~3,400#~~			
Front Porch Balcony		174		
		474		
Redwood Hollywood No. 1 Split Shakes 3/4" to 1-1/4"	2,600#	$ 482		
4 Foot Additional Basic Shell (loft not included)	500#	$ 74		
4 Foot Additional Length Loft. 4'x17' floor	1,800#	$ 60		
4 Foot Additional Redwood Hollywood Shakes	50#	$19.90		
"A" Space Cabinet: Designed to utilize wasted space when roof meets floor. Specs: 40" high; Shelves: 1-23"x44" and 1-11"x44", 1/4" sliding unfinished Mahogany plywood doors. Each cabinet knocked down and packaged for delivery. Designed so that one or more moy be installed on a wall, yet looking as one long cabinet.	30#	$ 195		
Acrylite Skywindow Model AR (openoble):	60#	$ 178		
Jenn-Air 2300 ERS Range: A revolutionory new concept in odorless cooking. The Jenn-oir 30" electric counter top ronge hos o surfoce vent built in between the poirs of burners. It trops smoke ond odors ot their source ond whisks them outdoors. Sotin Chrome finish.	110#	$ 158		
Jenn-Air 2250 ENC Oven: Custom single electric oven, brushed sotin chrome door ponel, clock controlled cooking, 60 minute timer, oven light, oven window, broiler pon and rack, porceloin interior, full 18" wide interior dimension.	350#	$ 495		
Fireplaces: With opproved flue, including oll material necessary for installotion. Firehood 38" (Block)	350#	$ 590		
Firehood 38" (Colored)	550#	$ 535		
Franklin No. 30 (Block) with doors	Sub Totals		#	$
	Tax (Calif. Resident)			

* All specifications and prices subject to change without notice. Prices F.O.B. [illegible] 4100 Broadway, Eureka, California 95501.

PIERSON
Homes Prefabrications
Mailing Address: Route 1, Box 114
Office Located at: 4100 Broadway
Eureka, California 95501

11/18/69

SNOW LOAD

SPECIFICATIONS & PRICES

HOLIDAY FRAME I

(Shell 21'x24')

Basic Cabin: 45# per Sq. Ft.----------No Additional

125#	- 4x6 Rwd. A-Frames 2' o.c. ----------	$441.00
	(1) 4 foot added ----------	75.00
210#	- 4x6 Fit A-frames 2' o.c. ----------	441.00
	(1) 4 foot added----------	75.00
	(2) Stain As to blend with sheathing----------	48.00
	(a) 4 foot added----------	3.70
240#	- 4x10 Rwd. A-frames 4' o.c.----------	441.00
	(1) 4 foot added----------	75.00

PIERSON HOMES
4100 Broadway
Eureka, Calif.

LOAD LIST

HOLIDAY FRAME II

Basic + 4' = 36'

SALE # 533 A 70

Buyers-Seller Copy

FOUNDATION special sheet

SHELL

( ) ( ) A-Frames---------- 10/16'-12' 1-W/Porch Support Add.
( ) ( ) ---------- 1-ripped for 2x4 Rwd. Deck
( ) ( ) ---------- ~~20/20'-8'~~ OR 12/18'-10' 8/20'-8'
(20/20'-8' means 20 members composed of 20' & 8' Laminated pieces)
( ) ( ) Spacer Blocks---------- 2/ 43-1/8 Starting-Finishing
( ) ( ) ---------- 2/ 44-3/4 Intermediate
( ) ( ) Loft Joists---------- ~~20/10"~~ OR 4/10" 8/12"
( ) ( ) Joist Fillers---------- ~~38~~ Special 4x4 milled members
( ) ( ) Bolts---------- ~~31/4½, 33/7½"-8", 5/8 5/10~~
( ) ( ) ----------OR ~~3~~/4½, ~~17~~/7½-8, ~~4~~/8, ~~/10~~
( ) ( ) Nuts---------- ~~75~~ 52 5/8"
( ) ( ) 5/8" malleable washers------ ~~149~~ 102
( ) ( ) Split Rings - 4"---------- 31
( ) ( ) Sub-flooring - 1st floor---- 1/A-AA, 3/B-BB, 24/8, 28/ filler,
( ) ( ) 2nd floor---- 1/E-EE, 2/F-FF, ~~1/G-GG~~, 3/8, 3/L, ~~3/M~~
( ) ( ) Porch decking---------- 87 pcs. 2x4 - 48"
( ) ( ) Special Porch Center Support- 2 2x10s - milled
( ) ( ) Roof Sheathing---------- 56/8, 14/4
( ) ( ) 15# felt Vapor Barrier------- 8 rolls Apply over sheathing or insulation

( ) ( ) Roof Stripping----------
y=yellow, w=white
~~( ) ( ) for Alum. Roof---------- 52/12y, 26/12w OR~~ / / /
~~26 runs x 36~~
* ( ) ( ) for Shake Roof---------- ~~136/12y, 68/12w OR~~ 70/16y 68/8w 68/12y
( ) ( ) 2x2 Gable stripping for Alum. or shake roof 68 runs @ 36'

( ) ( ) 4 - Space Cabinets 4
( ) ( ) 4" Fiberglass Insulation Per Loft Floor - 1 Bag.

~~( ) ( ) Finish Roofing - color 108/10'x26" green, twin rib alum.~~
~~( ) ( ) Roof Cap---------- 9 pair~~
~~( ) ( ) Gable edge Trim---------- 12/10'~~
~~( ) ( ) Roofing Guarantee----------~~
~~* ( ) ( ) Shake Roofing---------- 21 squares~~
~~* ( ) ( ) Starter course---------- 3 bundles #2 shingles~~
~~* ( ) ( ) 30# shake felt---------- 18 rolls~~
~~* ( ) ( ) 1x4 Con. Heart Trim----------~~
( ) ( ) Panels - ~~Front wall-1st flr.-~~ 2/A, 2/B, ~~1/FD~~, 3/FW
( ) ( ) ~~2nd flr.~~ ~~2/LA, 4x8 Assembly & sill~~
( ) ( ) rear wall-1st flr.-- 2/A, 2/B, ~~1/RD, 1/4 2/RW~~ 4/C
( ) ( ) 2nd flr.-- 2/LA, ~~4x8 Assembly & sill~~ 2/2' 2/1'

( ) ( ) ~~Extra Window w/ Glass~~ 1 - Window 4'0"x3'0"
( ) ( ) ~~Filler - 2x4's 1x4's~~ under loft panels on Deck.

( ) ( ) Batting---------- ~~16~~/9 ~~18~~/8

Holiday Frame II - Basic = 4' = 36'

( )	(X)	Wall Flashing----------	3 6/10'	Lower Wall ⌐
( )	(X)	Flashing support bevel strip---	3 6/10'	◿
( )	(X)	Wall to wall flashing----------	3/8'	⌊
( )	(X)	Mastic Gun----------		
( )	(X)	Butyl Mastic----------	6	Use where water is problem
( )	(X)	Visqueen - 20x20----------	1	Cover tarp.
( )	( )	~~Stairs~~		

( )	(X)	20 Box	20#	Strippers
( )	(X)	Nails - 16d common----------	50#	~~Stripping~~ panels
( )	(X)	8d common-----------	100#	Sheathing and floor
( )	(X)	6d galvanized----------	10#	Siding and Batts
( )	(X)	16d Gal. fin. ----------	10#	Deck
( )	(X)	~~7/8T/G~~ roofing----------	10#	Vapor barrier
( )	( )	1¼" Roofers	25#	Styrofoam Insulation

( ) ( ) 1" Styrofoam Insulation 2080 LB
(This Shipped Separate by Common Carrier)

WOOD RODGERS

APPENDIX

APPENDIX D

LIFE-SAFETY INSPECTION REPORT BY WILLDAN ENGINEERING

CITY OF BISHOP
REDTAG

Property: Chamber of Commerce building
Address: 690 N. Main Street, Bishop, CA 93514
Date: August 05, 2025

Property: Chamber of Commerce Building

Address: 690 N. Main Street, Bishop, CA 93514

Prepared by:

David G. Lackyard,
ICBO Certified Inspector #8067775, GC #764716
Willdan Engineering
Email: dlackyard@willdan.com | Phone: (909) 659-6610

Contact:

Nora Gamino
Director of Public Works
Phone: (760) 873-8458
Email: ngamino@cityofbishop.ca.gov

1. Introduction

This report documents findings from a life-safety inspection of the Chamber of Commerce Building, conducted on behalf of the City of Bishop Department of Building and Safety. The building consists of:

- North Section: An original A-frame structure, which includes a checkout counter and retail sales area. Exterior restrooms are attached but currently closed due to disrepair.

- South Expansion Area: A later addition constructed over a stream maintained by LADWP, which flows west to east along the southern side of the building.

It is noted that at the time of its construction, the southern expansion was likely in full compliance with required setbacks from the water's edge. However, over the years, ongoing erosion has caused the stream to encroach directly against the structure, significantly compromising its foundation integrity.

2. Hazard Conditions

- The expansion area (southern portion) is constructed on pier-and-beam framing with a concrete masonry unit (CMU) perimeter wall.
- Currently, approximately 60% of the cantilevered portion of the foundation has been undermined by the stream's erosion.
- The watercourse now directly abuts the CMU foundation wall, putting the structure at imminent risk of collapse due to:
  - Loss of bearing support
  - Soil displacement and scouring
  - Unstable footings

3. Recommendation

It is my professional opinion that:

- The southern expansion area is unsafe for occupancy and must be immediately evacuated.
- A Red-Tag Order should be issued for this portion of the building due to the structural risk posed by stream undermining.
- A full structural evaluation must be conducted by a California-licensed Structural Engineer or Architect to assess safety and remediation options.

4. Building Status Summary

Building Portion	Status	Reasoning
A-frame (North)	Occupancy Permitted	Not affected by erosion; no structural deficiencies observed.
Expansion (South)	Red-Tag Recommended	Stream erosion has undermined foundation; structure unsafe for occupancy.

5. Code Authority and Enforcement

This recommendation is based on the following provisions:

- CBC §116 – Unsafe Structures and Equipment
- California Health and Safety Code §17920.3 – Substandard Buildings
- CBC §105 – Permits Required (future repair work)
- City of Bishop Municipal Code and applicable ordinances

The City of Bishop Building Department shall post a Red-Tag Notice and require immediate evacuation of the affected area. No re-occupancy shall occur without structural clearance and proper permits.

6. Next Steps

- Red-Tag Order: To be posted for the expansion area (southern portion).
- Evacuation: Immediate removal of all occupants from the red-tagged area.
- Engineering Evaluation: Submit stamped report from a licensed engineer/architect within 15 calendar days.
- Permit Process: Any future structural remediation requires a full permit review through the City of Bishop.
- Monitoring: City officials will continue to monitor the condition pending further assessment and remediation.

7. City Contact Information

City of Bishop – Department of Building and Safety
377 West Line Street, Bishop, CA 93514
Phone: (760) 873-5863 / Website: www.cityofbishop.com