



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

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

MONDAY, DECEMBER 8, 2025 - 6:00 PM

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

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

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

Public comments may be made:

1. In person: Members of the public desiring to speak on a matter appearing on the agenda should ask the Mayor for the opportunity to be heard when the item comes up for Council consideration (or complete a speaker card prior to the meeting). Comments for all agenda items are limited to a speaking time of three minutes unless modified by the Mayor.
2. In writing: Go to http://bishop-ca.granicus.com/ViewPublisher.php?view_id=8 to submit an "eComment" for the corresponding meeting. Please note that eComment submissions closes at 3:00 p.m. on the day of the meeting. You may also hand deliver public comments to the City drop/payment box located at the Church Street entrance to City Hall on or before the deadline noted above. 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** - 6:00 p.m. Monday, December 8, 2025
2. **MOMENT OF SILENCE**

3. **PLEDGE OF ALLEGIANCE** - Councilmember Freundt will lead the pledge of allegiance.
4. **ROLL CALL**
5. **PUBLIC COMMENT**
NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda. When recognized by the Mayor, please state your name and address for the record and please limit your comments to three minutes. Under California law the City Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the City Council will listen to all public comment but will not generally discuss the matter or take action on it.
6. **PRESENTATIONS**
 - A. **2025 Employee Service Awards** - Council will recognize Bishop Police Department Sergeant Brian Hohenstein for 10 years of service.
[2025 Service Awardee - Brian Hohenstein](#)
 - B. **Bishop Union High School Student Senate Update** - Presented by Bishop Union High School Student Representatives.
 - C. **A Presentation on the Elms Motel Bridge Housing Project** - Presented by County of Inyo Health and Human Services Director Anna Scott, and Artemisa Valdez, Beverly Raine, and Marilyn Sliney from Kings View.
[Presentation - Elms Motel Bridge Housing Project](#)
7. **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 - November 2025](#)
 - B. **Police Department Report - Police Chief Nate Derr**
[Police Department Report - November 2025](#)
 - C. **Public Works Department Report - Public Works Director Nora Gamino**
[Public Works Department Report - November 2025](#)
 - D. **Community Services Department Report - Community Services Manager Daniel McElroy**
[Community Services Department Report - November 2025](#)
 - E. **Planning Department Report - Principal Planner Ana Budnyk**
[Planning Department Report - November 2025](#)
 - F. **City Administrator Report - City Administrator Pam Foster**
[City Administrator Report - November 2025](#)
8. **COUNTY OF INYO UPDATE**

Prepared and presented by Second District Supervisor Jeff Griffiths.
9. **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. October 2025 Budget Report

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

[October 2025 Budget Report](#)

B. October 2025 Financial Reports

Recommended Action: City Council to review and accept the October 2025 Financial Reports.

[October 2025 Bank Reconciliation Report](#)

[October 2025 Combined Cash Report](#)

[October 2025 Investment Portfolio Report](#)

[October 2025 Warrant Register Report](#)

C. 2026 City of Bishop City Council, Planning Commission, and Parks and Recreation Commission Meetings

Recommended Action: Council consideration to approve the 2026 City of Bishop City Council, Planning Commission, and Parks and Recreation Commission Meetings.

[2026 COUNCIL & COMMISSION MEETINGS](#)

D. [ORDINANCE - Second Reading and Adoption of an Ordinance Relating to Establishing an Industrial Waste Discharge Program](#)

Recommended Action: Council consideration to approve the second reading and adoption of the proposed ordinance adding Chapter 13.14 to the Bishop Municipal Code to establish an Industrial Waste Discharge Program by title only.

[Ordinance No. XXX Update to Title 13 Water and Sewer Ordinance](#)

E. [Capital Equipment Replacement - Public Works Utility Truck](#)

Recommended Action: City Council consideration to approve the purchase of a new 2026 Ford F-350 Gas Service Truck from Capital Ford, Carson City, Nevada, in an amount not to exceed \$96,464.21 (including taxes, fees, and delivery), authorize the Public Works Director to sign the purchase order, and approve the corresponding budget adjustment as presented.

[Bid Analysis](#)

[Capital Ford Quote](#)

[Enterprise Quote](#)

[Diamond Ford Quote](#)

F. [Task Order 25-TO-08 Field 6 and Budget Adjustment - Community Services Department](#)

Recommended Action:

- Council consideration to approve the City Administrator to sign a task order with Wood Rodgers to develop construction documents for the Field 6 Enhancement project for a not-to-exceed amount of \$119,540.
- Council consideration to approve a budget adjustment to account 001-031-56027 in the amount of \$119,540.

[25-TO-08 Wood Rodgers - Field 6 Design](#)

G. [Task Order 25-TO-09 Park Master Plan and Budget Adjustment - Community](#)

Services

Recommended Action:

- Council consideration to approve the City Administrator to sign a task order with Wood Rodgers to develop the Park Master Plan for a not-to-exceed amount of \$158,325.
- Council consideration to approve a budget adjustment to account 001-031-52015 in the amount of \$158,325.

[25-TO-09 Parks Master Plan](#)

H. Grant Closeout – CDBG CV1-0083 (City of Bishop / Bishop Fire Department PPE Storage Project)

Recommended Action: City Council to approve grant closeout.

[LMA Documentation - Bishop CV1-00083](#)

[Combined Closeout Package fillable_508](#)

I. Professional Service Agreement Between the City of Bishop and Inyo Council for the Arts

Recommended Action: City Council to authorize the City Administrator to execute the professional service agreement between the City of Bishop and Inyo Council for the Arts for the provision of community and tourism-related programming.

[Professional Service Agreement Between the City of Bishop and Inyo Council for the Arts](#)

10. PUBLIC HEARING AND ACTION

A. Public Hearing and Adoption of a Resolution Establishing Fees and Charges for Industrial Wastewater Discharge Permits

Recommended Action: Council consideration to:

1. Conduct a Public Hearing regarding the proposed fees and charges for Industrial Wastewater Discharge Permits.
2. Adopt the proposed resolution establishing fees and charges associated with administering the Industrial Waste Discharge Program pursuant to Bishop Municipal Code Chapter 13.14 by title only.

[Resolution - WDP Fees](#)

[NOTICE OF PUBLIC HEARING - WDP FEES AND CHARGES](#)

11. NEW BUSINESS

A. ORDINANCE - First Reading and Introduction of an Ordinance Adding Chapter 5.34 to the Bishop Municipal Code Relating to Mobile Businesses

Recommended Action: Council consideration to approve the first reading and introduction of an ordinance adding Chapter 5.34 to the Bishop Municipal Code relating to mobile businesses by title only.

[Ordinance No. XXX Update to Title 5 Mobile Businesses](#)

B. Final Water and Sewer Rate Design and Proposition 218 Authorization

Recommended Action: City Council consideration to:

1. Approve the preferred rate design option combination so the final Rate Study Report can be published with the Proposition 218 notice. Staff recommends Water Option B and Sewer Option A.
2. Provide direction to staff on whether to host a public outreach meeting prior to the Proposition 218 hearing.

3. Direct staff to develop proposed terms for an interfund loan from the General Fund to the Water Fund to finance the West Line Water Main Replacement Project.

[Water & Sewer Rate Structure Presentation](#)
[Bishop Prop 218 Notice DRAFT](#)

C. **[Recommended List of Grant in Support Awards for FY 2025-26](#)**

Recommended Action: City Council consideration to award grants in support as recommended by the Grant in Support Ad Hoc Committee.

[Recommended List of Grant in Support Awards for FY 2025-26](#)

D. **[Planning Commission - City Council Screening Committee Appointments](#)**

Recommended Action: Council consideration to approve the two council members appointed by the Mayor to sit on the screening committee to fill the scheduled vacancy on the Planning Commission with a term ending on January 24, 2030.

[Public Notice_Planning Commission Vacancy](#)

E. **[Call for Selection of Mayor and Mayor Pro Tem](#)**

Recommended Action: Following the June 30, 2025 City of Bishop City Council Standards and Procedures Manual Section 2.1 Reorganization, the City Administrator will conduct the election for Mayor, and the newly-elected Mayor will then conduct the election for Mayor Pro Tem.

F. **[Discuss Mayoral Committee and Agency Appointments](#)**

Recommended Action: Council will review the 2025 Committee and Agency Assignments and discuss any changes to be made for the Committee and Agency Assignments for 2026. A motion is requested to approve the Committee and Agency Assignments for 2026, with or without changes, to be effective immediately.

[For Council Review - 2025 Council Committee & Agency Appointments](#)

12. FUTURE AGENDA ITEMS

13. COUNCIL AND COMMITTEE REPORTS

14. ADJOURNMENT

Monday, January 12, 2026 at 6:00 p.m. Regular Meeting in the City Council Chambers

MEETING CANCELLED - Monday, December 22, 2025 at 6:00 p.m. Regular Meeting in the City Council Chambers

Certificate of Achievement

Presented to

Brian Hohenstein

On Monday, December 8th, 2025 in recognition of your

10 Years of Service

with the City of Bishop.

*Congratulations on reaching this significant milestone in your career.
Your dedication to serving the City of Bishop is most appreciated.*

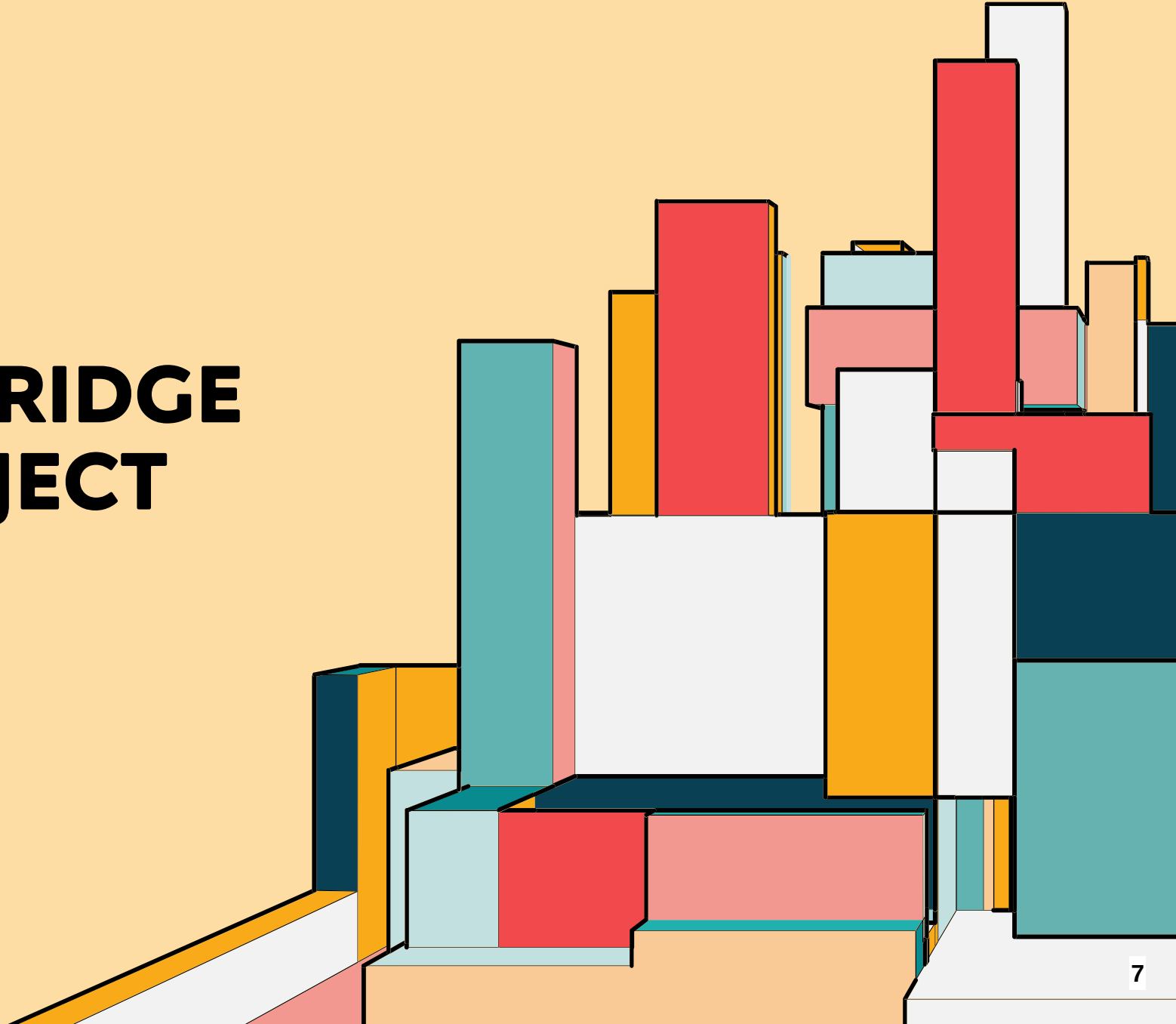


Pam Foster
City Administrator



Karen Kong
Mayor

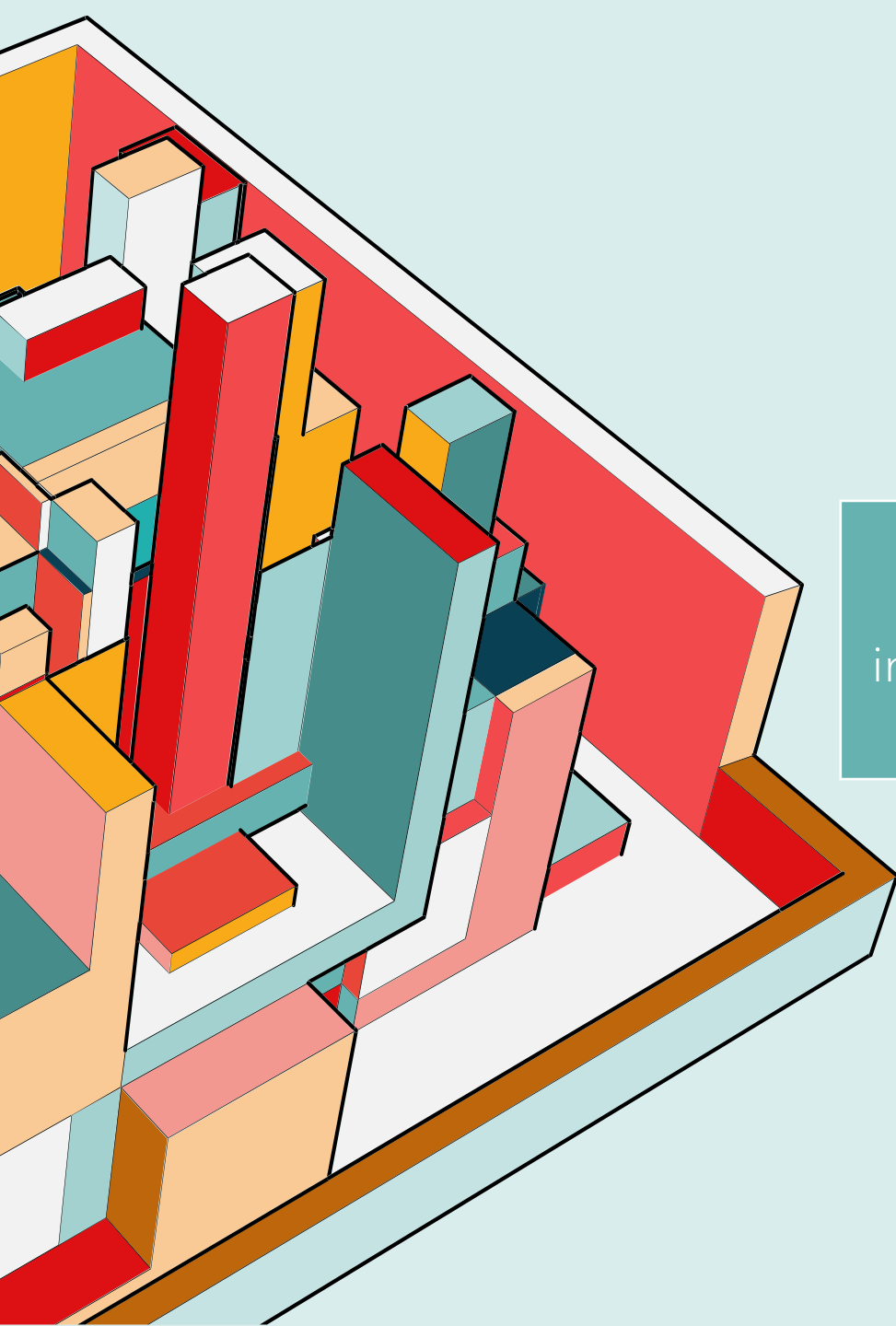
ELMS MOTEL BRIDGE HOUSING PROJECT



GOALS OF THIS CONVERSATION

- Provide you with an overview
- See what questions you have/what additional information you may need
- Receive community input





HOUSING IS HEALTH CARE

Helps prevent
institutionalization

Helps prevent
incarceration &
helps reduce
recidivism

Helps prevent
serious physical
health
complications

Helps promote
recovery from
substance use
disorder

Helps provide
stability for those
with mental health
conditions

THE NEED



2024 Point in Time Count

Inyo: 71
Mono: 35



Number that go to residential treatment

Inyo: 5-10 per year
Mono: 6 per year



Level of Care

5-10 people from Inyo placed through Housing, HHS pgms
3-5 people from Mono per year that we are unable to accept into shared transitional housing



Justice-Involved work

As services in jail increase, looking at more folks who will identify housing as a need. Inyo Re-entry provides interim housing to about 5-10 people per year.

THE OPPORTUNITY

- Group of partners working to acquire and rehab Elms Motel in Bishop
- Bridge or interim housing for 24 months or less with most living there less than 6 months
- Partner with Anthem Blue Cross and Health Net (Managed Care Plans - MCPs)
- Build out regional continuum of housing resources



THE PROPERTY: OVERVIEW



- Currently 19 units
- Manager's unit
- Many structural strengths
- Favorable size, layout
- Available at reasonable price point



TARGET POPULATION

Re-entry participants

Homeless + mental health/substance use disorder

CARE Court participants

Stepping down from institutional settings, including LPS conservatorship, SUD residential, jail

Recuperative care (homeless + physical health care problems)

Due to unit size, it is anticipated that there will be limited availability for families, so they are not a target population

CARE = Community Assistance, Recovery, and Empowerment Act
LPS = Lanterman-Petris-Short Act
SUD = Substance Use Disorder

PROJECT CONCEPT



Regional bridge or interim housing (24 months or less)

Total of 24-30 beds – people are referred and move in (no daily lines/requirement to leave during certain hours)

Convert manager's unit to offices

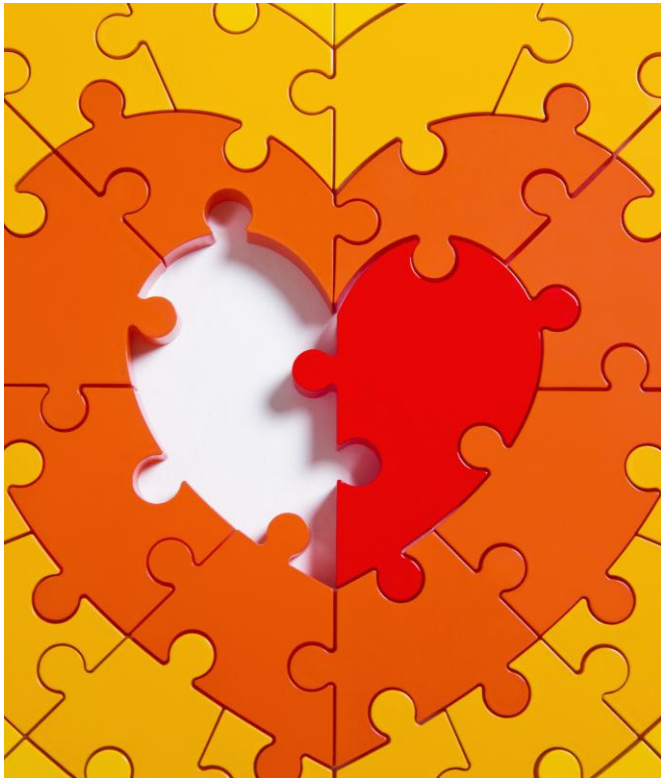
Two staff minimum from a contracted service provider **on-site 24/7**

King View is the service provider who is contracted by MCPs

Medi-Cal billing (ECM and CS) and other funding streams dedicated to these services will be used to sustain operations

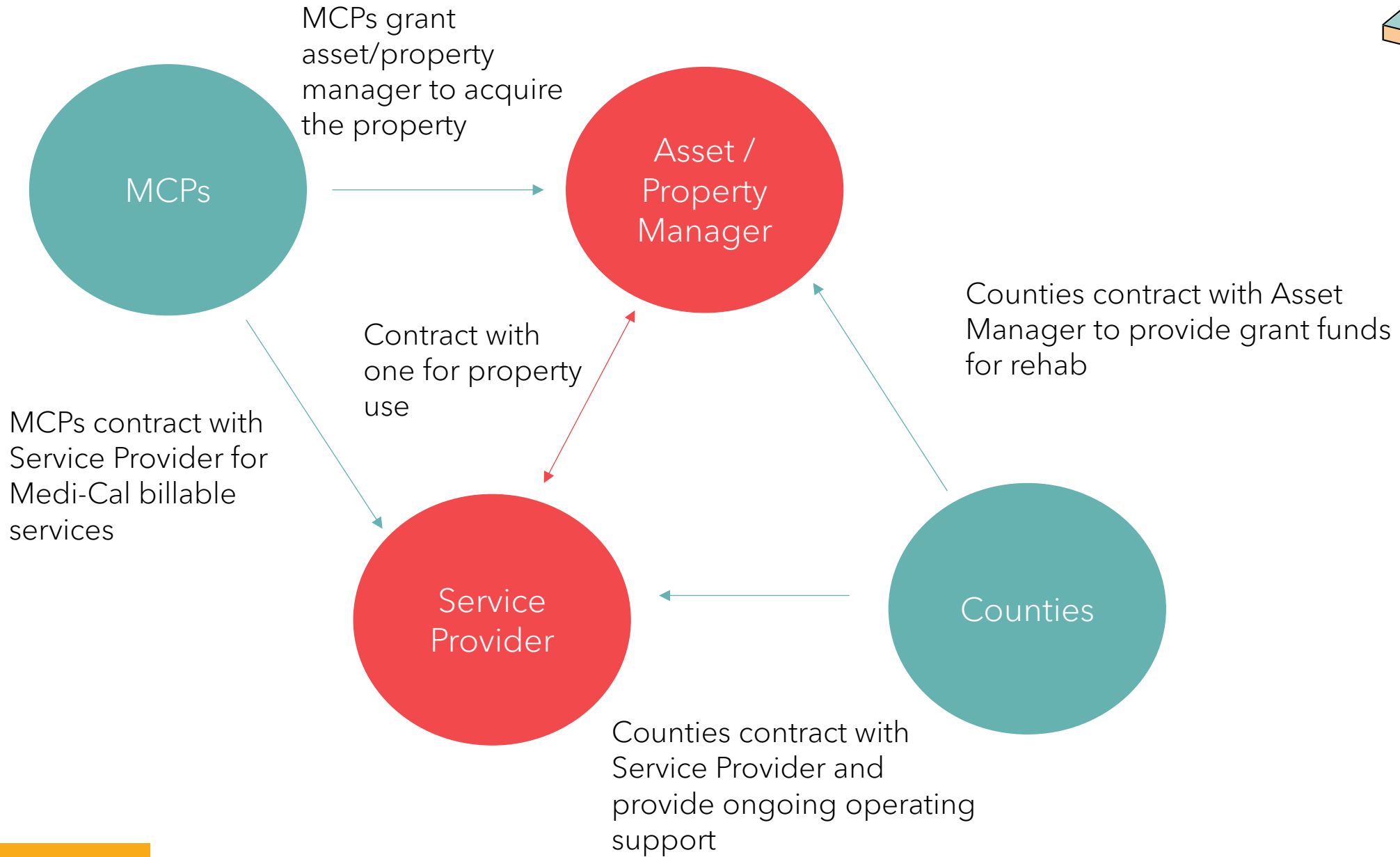
Each county would also execute agreements with the service provider to support operations

RESIDENT HANDBOOK



- Substances will not be allowed on the Elms Motel property and program participants who are visibly under the influence will not be able to remain on the property.
- Rules around when residents come and go
- On-site services and supports- staffed 24/7
- Coordination of care with county and community providers
- Visitation and parking
- Safety and security

PROPOSED PROJECT STRUCTURE



RISK

Short timeline

Medi-Cal changes

Service provider
new to area

Mono residents to
Bishop
(regional aspect =
displacement)

REWARD

Doesn't
overcommit the
County
Convert to
permanent
housing

Grant funding
we will
otherwise lose

Meet
community
needs now

Individuals
already
displaced for
jail, residential
treatment, and
conservatorship

KINGS VIEW

Highly reputable behavioral health service provider
Main offices are based in Fresno
Plan for local hiring & oversight
Founded in 1951 by Mennonites
Already contracted with MCPs for ECM & CS

Vision: Cultivating stigma-free communities of whole-person health in the spirit of love and acceptance

Mission: To provide community behavioral health and social services to those with limited resources, in the spirit of Christ's example of love, compassion, and respect for all persons



KINGS VIEW ROLE AS A COMMUNITY PARTNER

- Two successful projects over the previous three years, including Eden House and Porterville Navigation Center
- Both projects represent housing solutions that support local residents achieving long-term success
- Kings View will deliver commensurate services in a similar role in the Bishop project, with tailoring to the local community need.



WHAT IS THE EDEN HOUSE?



Provides integrated housing and healthcare, including behavioral health care, services



24 bridge housing beds (60 days) for unhoused Tulare County residents



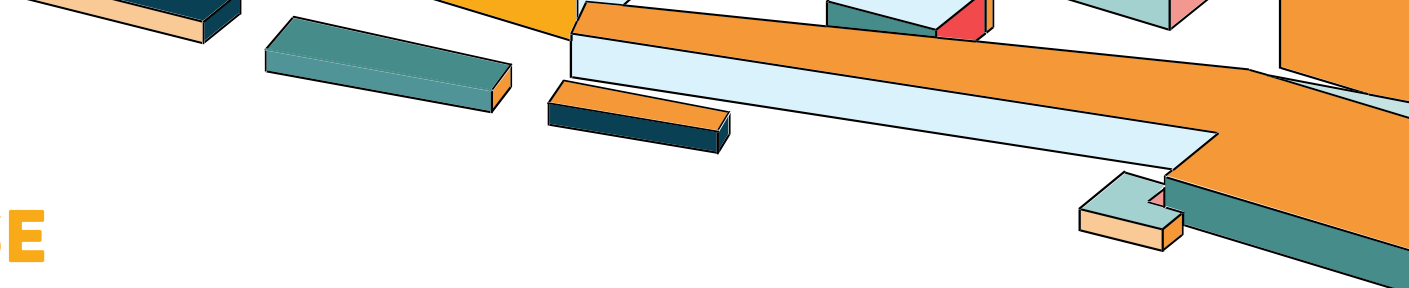
Meals, intensive case management, coordination with housing/homelessness providers, supports CARE Court members, linkage and transition services to healthcare and social service providers



Social & behavioral interventions for health, behavioral health, and social determinants of health



This original suite of services was expanded with the inclusion of ECM & CS



SERVICES AT EDEN HOUSE

Community Supports

- Housing Transition Navigation Services
- Housing Deposits
- Recuperative Care (Medical Respite)
- Sobering Center
- Short-Term Post-Hospitalization Housing

Enhanced Care Management

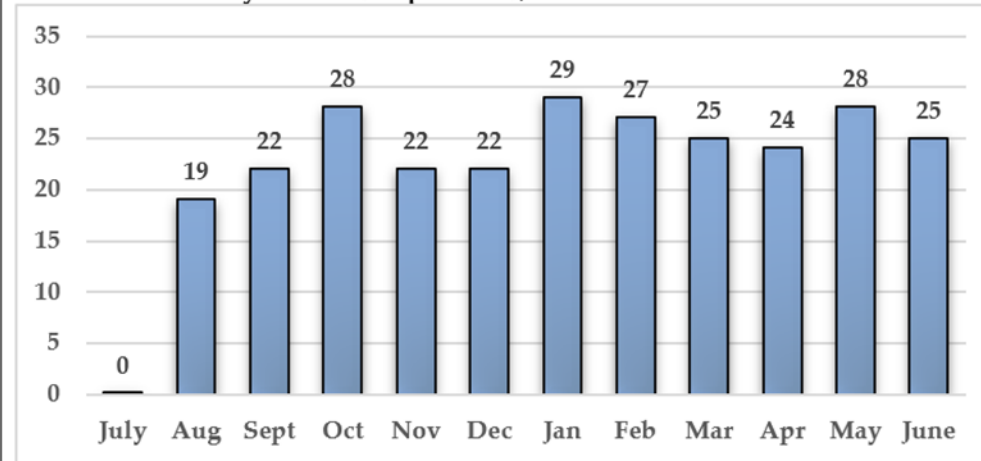
- Unhoused transitional aged youth and adults
- Persons with severe mental illness (SMI), severe emotional disturbance (SED), and substance use disorders (SUD)
- Justice-involved

Ancillary Services

- Meals for residents & community
- External healthcare and social service provider site access
- Eligibility Worker visits

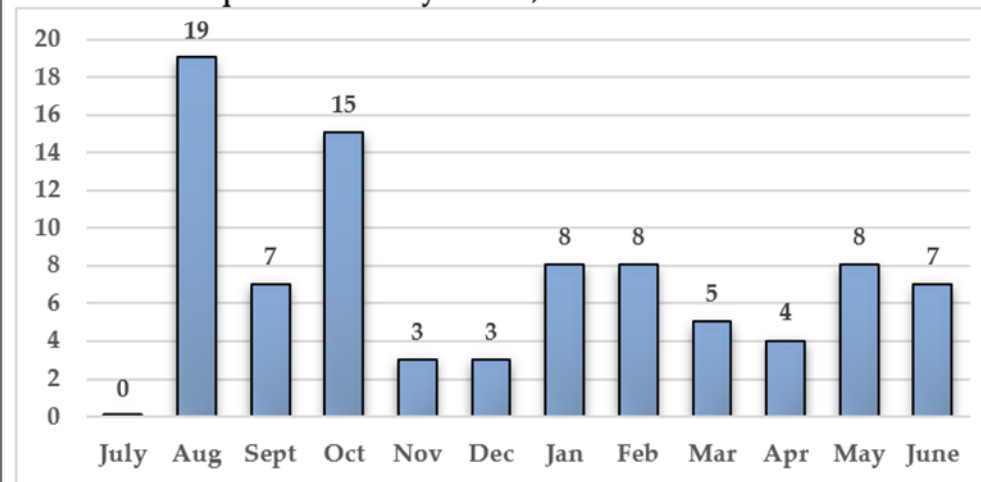
EDEN HOUSE DATA/OUTCOMES

Total Residents by month (Duplicated), N=271



Data source: Eden House Census

Number of Unique Residents by Month, N=87



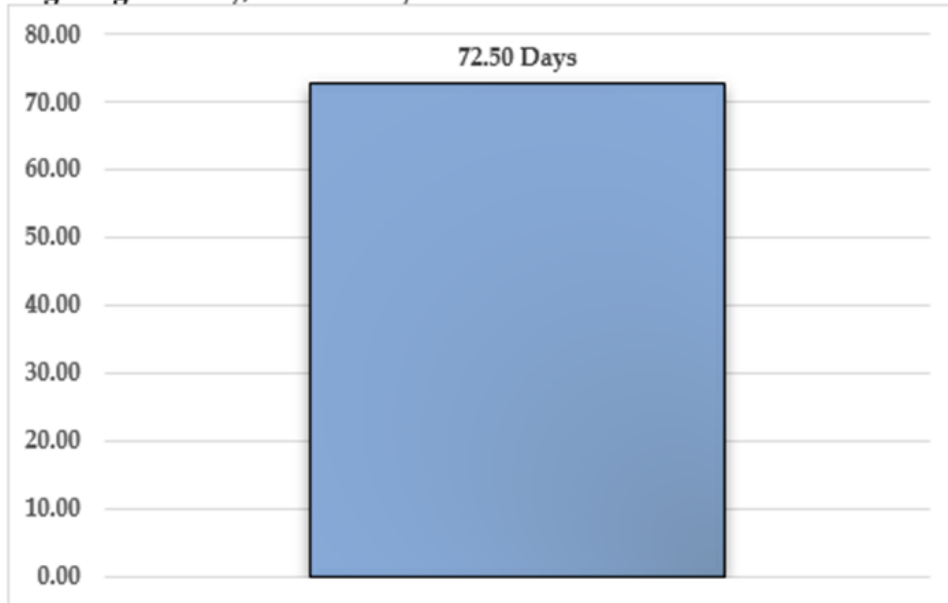
Data source: Eden House Census

- Monthly unique residents represent steady in-flow and out-flow of housing solutions
- Eden House served 87 Unique Clients last year

EDEN HOUSE DATA/OUTCOMES

Data source: Eden House Census

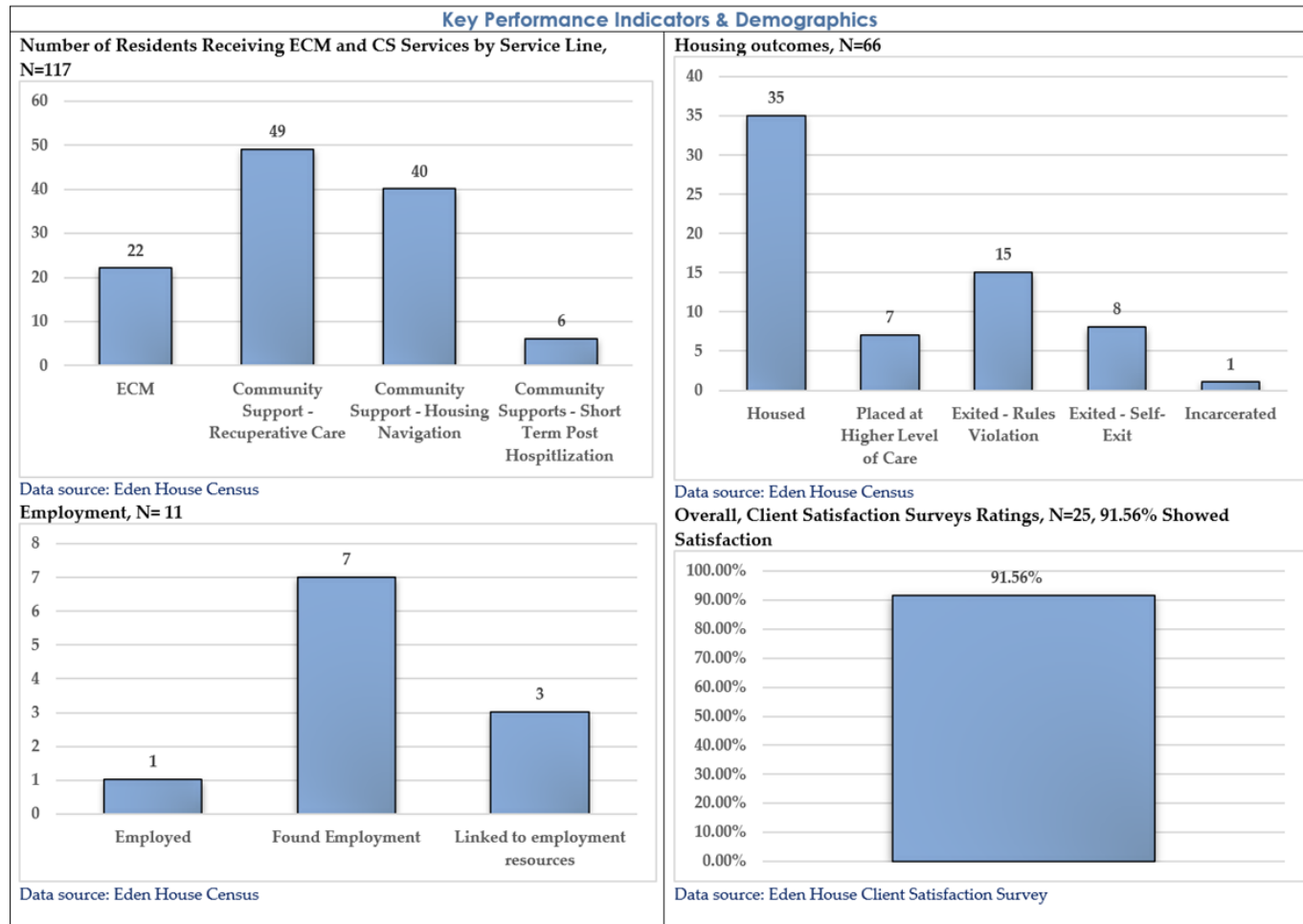
Avg Length of stay, N= 72.50 days



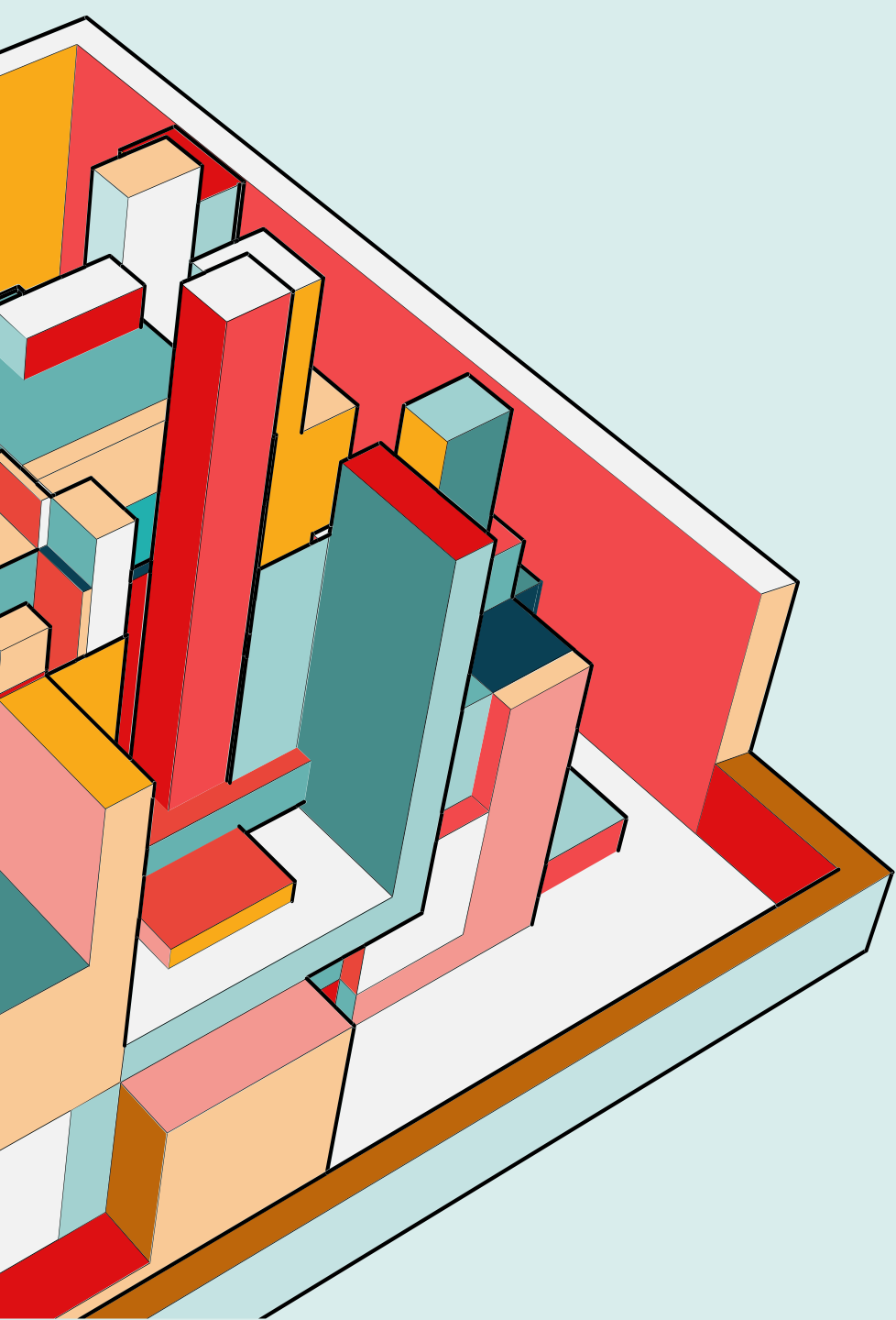
Data source: Eden House Census

- The average length of stay at Eden House 72.5 day in FY24-25
- The longest length of stay was 252 days.
- The shortest length of stay was 2 days.

EDEN HOUSE DATA/OUTCOMES



- All resident coming to Eden House are offered ECM/ CS services
- 64% of Residents were housed/ placed in a positive housing outcome
- 11 Residents found employment while receiving services at Eden House
- Resident who completed the survey has a 91.56% satisfaction with the services received.



WHAT NOW

Community input

Neighborhood meetings

Identify asset/property manager

Develop and execute contracts with service provider

Purchase property and implement services

PROTECTING OUR COMMUNITIES: HOUSING IS HEALTH CARE

Housing helps prevent institutionalization, incarceration, physical health care complications, and decreases substance use.

This project protects our residents by keeping them in the region, even if it means they are temporarily displaced from their home communities.

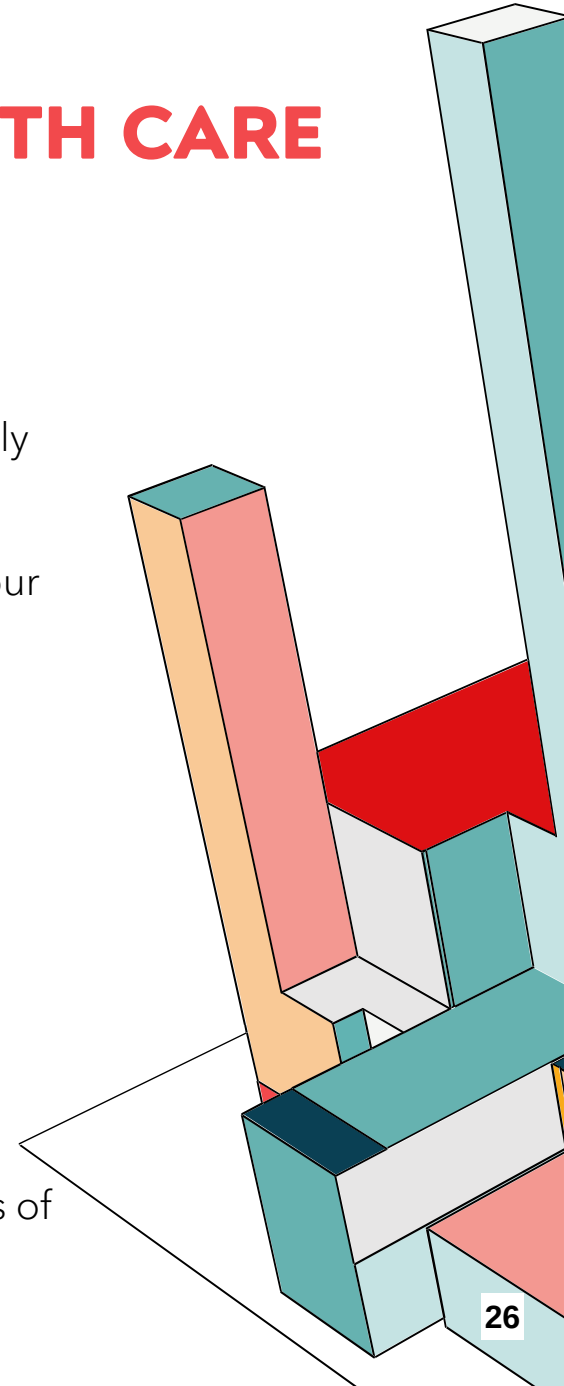
Psychiatric facilities, SUD residential treatment, prison, and specialty physical health care is all out of our region. When we provide housing, we keep people closer to home.

Other funds continue to be budgeted to provide emergency housing assistance and hotel/motel vouchers when individuals meet criteria for our services and local resources are available.

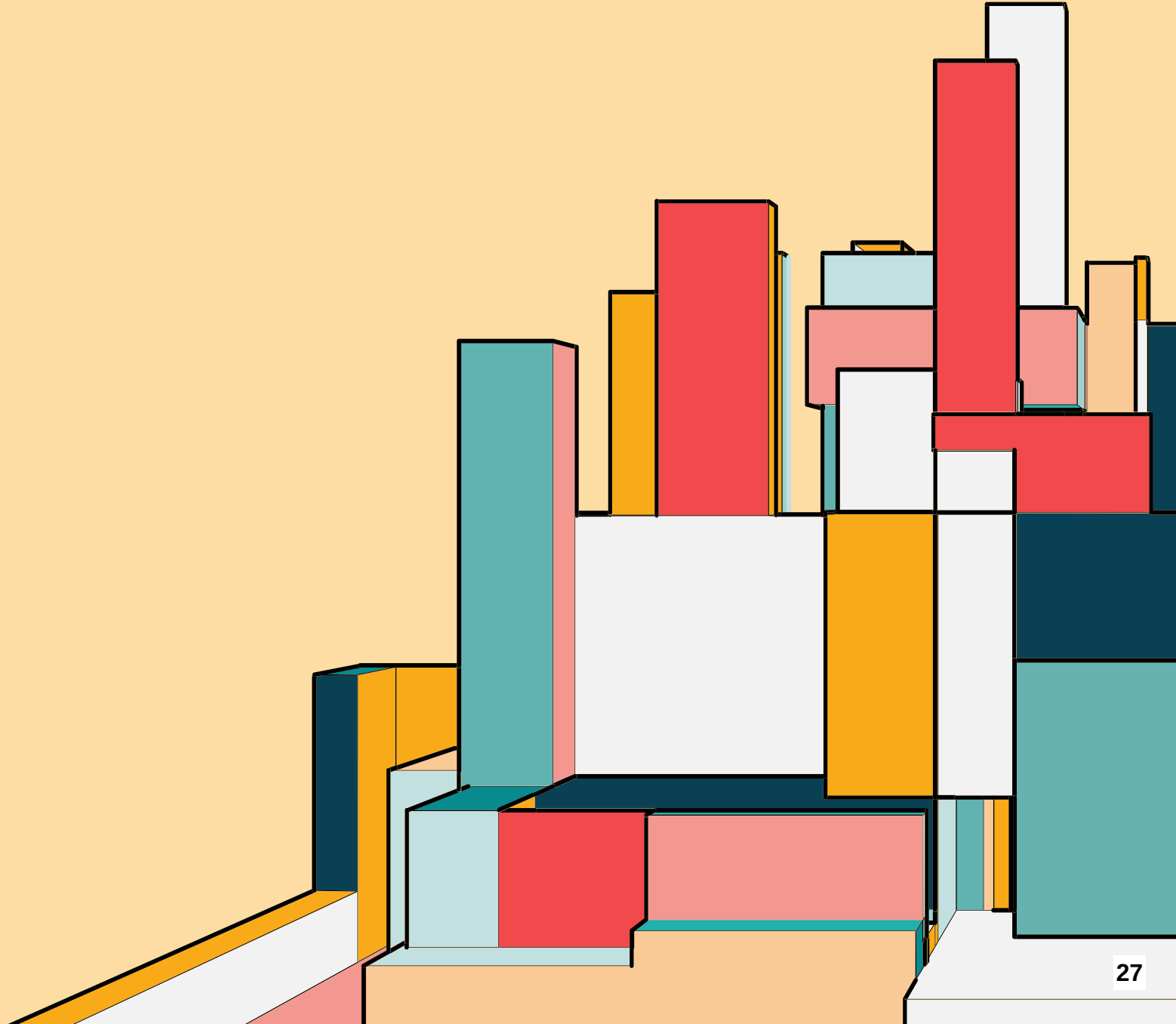
Providing housing that is staffed 24/7 protects individuals who qualify for this housing and local community members.

New federal regulations may require us to send people away to mental health facilities if they are homeless + mental health/SUD condition. Providing housing will help protect our residents from this outcome.

Providing these services reduces county costs and can be more effective than relying on higher levels of placement outside the area when it makes sense



THANK YOU



Bishop Fire Department

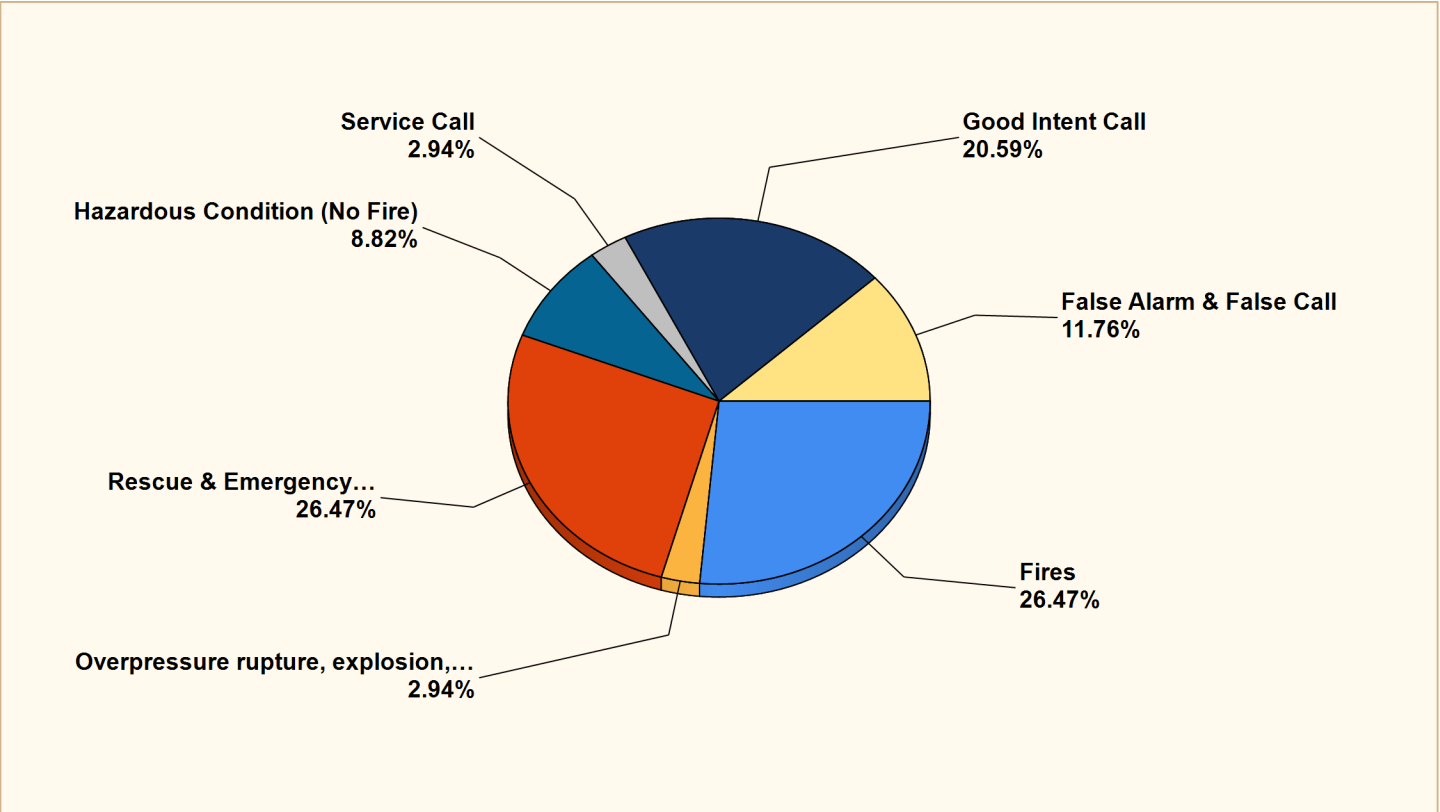
Bishop, CA

This report was generated on 12/1/2025 1:35:08 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2025 | End Date: 11/30/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	26.47%
Overpressure rupture, explosion, overheating - no fire	1	2.94%
Rescue & Emergency Medical Service	9	26.47%
Hazardous Condition (No Fire)	3	8.82%
Service Call	1	2.94%
Good Intent Call	7	20.59%
False Alarm & False Call	4	11.76%
TOTAL	34	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	2.94%
111 - Building fire	1	2.94%
113 - Cooking fire, confined to container	1	2.94%
116 - Fuel burner/boiler malfunction, fire confined	1	2.94%
118 - Trash or rubbish fire, contained	1	2.94%
132 - Road freight or transport vehicle fire	2	5.88%
141 - Forest, woods or wildland fire	1	2.94%
142 - Brush or brush-and-grass mixture fire	1	2.94%
251 - Excessive heat, scorch burns with no ignition	1	2.94%
311 - Medical assist, assist EMS crew	7	20.59%
322 - Motor vehicle accident with injuries	1	2.94%
350 - Extrication, rescue, other	1	2.94%
412 - Gas leak (natural gas or LPG)	2	5.88%
431 - Radiation leak, radioactive material	1	2.94%
522 - Water or steam leak	1	2.94%
600 - Good intent call, other	1	2.94%
611 - Dispatched & cancelled en route	5	14.71%
651 - Smoke scare, odor of smoke	1	2.94%
721 - Bomb scare - no bomb	1	2.94%
733 - Smoke detector activation due to malfunction	3	8.82%
TOTAL INCIDENTS:	34	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

November 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	1246	962	
	CALLS FOR SERVICE		531	586	814	732	788	719	717	585	652	728	577	
	OFFICER INITIATED INCIDENTS		599	551	503	458	481	421	540	464	467	518	385	
		TRAFFIC STOPS	71	68	53	45	41	43	65	29	50	37	44	
		OTHER OIA INC.	528	483	450	413	440	378	475	435	417	481	341	
	BUS/BUILDING CHECKS		12	9	4	0	3	4	2	5	4	14	6	
	VEH/PED CHECKS		48	48	34	41	48	34	47	47	54	44	40	
TOTAL OFFICER REPORTS			94	75	96	92	110	70	79	78	96	91	71	
	ACCIDENT		6	4	3	4	4	6	4	5	7	7	4	
	CRIMINAL ACCIDENT		1	0	1	4	3	3	3	1	2	2	1	
	FELONY		12	12	21	12	16	14	12	16	13	14	6	
	INFORMATION		32	24	35	22	34	18	27	24	25	25	31	
	INFRACTION		0	1	0	0	0	0	0	0	0	2	1	
	MISDEMEANOR		43	34	36	50	53	29	33	25	49	41	28	
	TC WITH INJURIES		1	1	0	1	1	2	1	1	1	1	0	
	TC NO INJURIES		6	3	4	7	6	7	6	5	8	8	5	
TOTAL MISDEMEANOR & FELONY ARRESTS			28	28	28	44	35	16	24	21	32	26	12	
	MISDEMEANOR ARRESTS		22	23	16	33	27	10	22	16	28	20	9	
		ADULT	18	20	16	31	23	10	22	16	26	15	9	
		JUVENILE	4	3	0	2	4	0	0	0	2	5	0	
	FELONY ARRESTS		6	5	12	11	8	6	2	5	4	6	3	
		ADULT	6	5	12	10	8	5	2	5	3	6	3	
		JUVENILE	0	0	0	1	0	1	0	0	1	0	0	
CITATIONS			68	60	65	75	70	35	84	40	53	63	54	
	MOVING		15	15	11	11	7	7	19	8	7	6	5	
	NON-MOVING		29	22	35	24	27	12	46	18	24	44	42	
	CRIMINAL		24	23	19	40	36	16	19	14	22	13	7	
	CAMPING ORDINANCE CONTACTS													
	CAMPING ORDINANCE CITATIONS		2	0	0	2	1	0	5	2	1	2	0	

		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
DISPATCH PHONE ACTIVITY													
911 CALLS		185	184	203	201	256	212	234			248	183	
	INBOUND	181	173	197	198	241	200	228			242	178	
	ABANDONED	4	11	6	3	15	12	6			6	5	
ADMINISTRATIVE CALLS		931	949	1228	1100	1156	1229	1230			1202	1078	
	INBOUND	857	610	838	762	761	844	826			784	618	
	OUTBOUND	336	337	389	334	381	385	403			415	276	
	ABANDONED	8	2	1	4	14	0	1			3	1	



*Small Town with a
Big Backyard!*

CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458 publicworks@cityofbishop.com

www.cityofbishop.com

Public Works Report

November 2025

Water

1. Water consumption for the month was up 16% compared to November 2013. Total ground water produced was 29,248,139 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 and began coordination with Caltrans on an encroachment permit.
5. Submit all monthly/quarterly reporting to the SWRCB.
6. Meet with representative from HydroPro solutions and finished the installation of the pilot program water meters.
7. Contract with The Swafford Company Inc. to assist in the development of a Cross Connection Control Plan that will meet all requirements of the 2024 California Cross Connection Control Policy Handbook.
8. Receive the final 2025 Sanitary Survey for the City of Bishop's water system from the State Water Resource Control Board Division of Drinking Water.

Sewer

1. Periodically check the diversion manhole for obstructions.
2. Continued to serve as the Administrator for the Bishop Area Wastewater Authority and facilitated the second meeting of the JPA negotiation Ad-Hoc committee to revise the BAWA JPA to include the Tribe as a member agency.
3. Pulled sludge from digesters at the WWTP.
4. Clean problem sewer mains and continue with systematic cleaning of sewer system within the city.
5. Work on 5-year sewer main maintenance cleaning of all main sewer lines.
6. Videoing of sewer mains.
7. Ran root cutter in problem sewer lines that were identified through videoing.
8. Attend bi-monthly coordination meeting with ESCSD to discuss and collaborate ongoing operations. Made agreement to completely close the gate at the diversion



*Small Town with a
Big Backyard!*

CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458 publicworks@cityofbishop.com

www.cityofbishop.com

for the month of November in order to cross reference flow data between City of Bishop and ESCSD flow meters.

Streets

1. Routinely checked the Sierra Bike Path for trash and debris.
2. Patched potholes on city streets.
3. Cleaned storm drains.
4. Began replacement of "No Parking in Alley" signs.
5. Issued multiple encroachment permits and inspect work site before, during, and after work activities to ensure compliance with standards.
6. Began our annual leaf sweeping Program on City Streets and parking lots.
7. Attended construction meetings with Caltrans to stay informed and provide support for their Bishop Pavements Project. Responded to calls and site visits for numerous issues encountered by the project.
8. Kicked off the permitting and right-of-way phases of the East Line Street Bridge Replacement project with HELIX Environmental and Lumos & Associates.

Miscellaneous

1. Provide weekly safety meetings for PW crew.
2. Participate in weekly coordination meetings.
3. Members of the PW crew attended water math class hosted by California Rural Water Association in Bishop.
4. Listed old Vac-Con on Public Surplus.
5. Working on getting competitive service truck quotes.
6. Marked City utilities for Dig Alert tickets.
7. Working close with Papich marking and finding utilities.
8. Performed routine maintenance on Public Works fleet.
9. Continued working on water and sewer rate designs and options with L&T consultants after receiving feedback from presentations to Council.



*Small Town with a
Big Backyard!*

CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458

www.cityofbishop.com

Community Services Report

November 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 holiday crafts. Field trips planned are High School Sports and Gymnastics at the City Auditorium. Conducted monthly staff meetings.
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. Winter Gymnastics Sessions is open for registration starting November 3rd. The Winter Session will be offered by the Upper-Level Gymnastics and Rams Club with instructor Francisco.
5. Senior Yoga class continues to be successful. Hosted at the City Auditorium on Mondays and Wednesdays at 10am.
6. Plans for Adult Coed Volley in January 2026.
7. Adult Fitness with Ashley McLaughlin is in preparation for winter sessions. Classes will start in January with PiYo fitness and Cardio Kickboxing.

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. BUHS soccer is currently using field 1.
2. Park staff have painted both equipment shop and park offices. Clean up and organization of the park maintenance area.
3. Park staff have 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. This project will continue through the fall and winter months.
4. The annual leaf clean-up has begun! Park Staff will continue clean the park and all the city facilities as winter leaf drop progresses.
5. Park staff planted trees along the Pine to Park Path for the Community Garden Enhancement Project.
6. Pool maintenance occurs daily. Mondays the pool is closed for cleaning our pumps, filters, and deep cleaning.
7. Hosted a fall wedding on the pond gazebo.
8. Removal of flower baskets on Main Street and Warren Street. Checked all irrigation for fall operation.
9. 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.
10. Installed two new back boards on the upper Tennis/Pickleball courts.
11. Clean up and irrigation repairs to landscaping on Warren Street, City Hall, and Main streets.
12. Seasonal cleaning of flower beds on Main Street and Bishop Chamber.
13. Seasonal routine maintenance of all mowing and landscape equipment.
14. Daily routine of trash and cleaning of restrooms.
15. Cleaned debris from the creek, pond, and fountain.
16. Use of blowers on Main Street Mondays and Fridays.

17. 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.
18. Fall tree trimming at the City Park is ongoing. Park staff continue to perform safety trimming.
19. Repairs made to Front Restrooms and Talmage Park doors due to vandalism.
20. Holiday decorations for the town include the Main Street Snowflakes.

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. Winterization of swamp coolers at City owned units.
9. Installed Astro-Turf Lawn on unit 23.

Budget/Administrative

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

4. Organized all Youth Sports Organizations on the use of Sportsites for schedules and games.
5. The Parks and Recreation Commission was held on November 19th at 6pm. Topics of discussion were Pickleball lines being added to the upper courts and new signage for all users at the Tennis/Pickleball courts.
6. 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.
7. 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.
8. Scheduling of outside events and parties hosted at the Bishop City Park facilities.
9. Work with Public Works on the Downtown corridor for landscapes, trash receptacles, and benches for the Caltrans Bishop Pavements Project.
10. Met with Organizer of the Friday Night Market and the Bishop Chamber to coordinate efforts for the Street of Lights and Christmas Parade. Coordination of downtown events.

Highlights

1. The City Park Maintenance Facilities clean up and paint. Repairs made to the office stairs.
2. Parks staff are focused on Fall projects including the Annual Leaf Clean-up.
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. Planning for Tennis/Pickleball Court resurfacing. Contacted Omnia purchasing for preferred vendors. This project will have directions from the Parks and Recreation on striping of the Upper Courts for both Tennis and Pickleball.
5. Park and Recreation Commission meeting on November 19 at 6pm. Topics for discussion include future striping of the Tennis/Pickleball courts and appropriate signage for all racquet sports at the Tennis/Pickleball courts.
6. Looking forward to the Street of Lights on December 6th.
7. Worked with City Administrator Pam Foster, Public Works Director Nora Gamino, and Principal Planner Ana Budnik to develop task orders with Wood Rodgers for Field 6 and Parks Master Plan.



*Small Town with a
Big Backyard!*

CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458 publicworks@cityofbishop.com

www.cityofbishop.com

Planning Department Report - November 2025

1. **Worked on the scope for the Parks Masterplan.**
2. **LAWP Training Facility and Construction Yard (Wye Road)**
 - Worked with the consultants on the review of the CEQA.
3. **Eastern Sierra Housing Needs Study**
 - Received and reviewed Admin Draft of the Study.
4. **Parking and Land Use Study**
 - Working with consultants on the Parking Management Plan to be presented to PTAC.
 - Survey materials, Key Findings from data collection, schedule, and any other updates can be found on the project page:
https://cityofbishop.ca.gov/departments/planning/parking_and_land_use_study.php
5. **Ordinance Updates**
 - **Accessory Dwelling Unit (ADU) Ordinance**, Planning Commission hearing was held on November 25, 2025. First Reading is scheduled for January 26, 2026.
 - Worked with the city attorney on Housing Policies compliance, drafted ordinances to comply with State Law
6. **Projects:**
 - **Bishop Inn Hotel** – signage variance approved on November 25, 2025; construction anticipated to begin within the next two months.
 - **206 N Main St** – approved planning permit for a restaurant, applicant is working on Building Permit application
7. **Community Economic Development Workshops**
 - Participated in **Session #4**.
8. **Worked CDBG PPE Storage grant closeout.**



*Small Town with a
Big Backyard!*

CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458

www.cityofbishop.com

City Administrator's Report

November 2025

Background and Summary:

Since the last Council meeting, staff and I have continued work on several ongoing initiatives, projects, and interagency collaborations. Key activities include:

Parks & Recreation Collaboration

- Continued coordination with the Parks and Recreation Department on the Parks Master Plan and the Field 6 Rehabilitation Project, including review of project components, timelines, and funding considerations.
- Attended the Parks and Recreation Commission meeting to support discussions related to upcoming program and facility needs.

Interagency and Regional Engagement

- Participated in meetings with LADWP and the Eastern Sierra Community Services District to maintain communication on shared operational matters and upcoming projects.
- Attended regional coordination meetings with ESCOG and Sierra Jobs First representatives to support regional planning, economic development, and workforce initiatives.

Planning & Development Activities

- Attended the Planning Commission meeting to support the review of pending land use matters.
- Continued collaboration with Visionary Home Builders and Eastern Sierra Housing regarding the Silver Peaks Apartments Project, focusing on project progression, coordination needs, and potential impacts to City services.

Commercial Cannabis Business Coordination

- Worked directly with the City's dispensaries regarding current operating circumstances and regulatory needs, ensuring ongoing communication and responsiveness.

Community Events

- Continued coordination with the Bishop Area Chamber of Commerce on planning for the Christmas Parade and related community festivities scheduled for December.

Intergovernmental and Public Safety Coordination

- Worked with staff on a draft agreement for consideration regarding the City's ongoing relationship with the Rural Fire Protection District, including roles, service expectations, and collaborative opportunities.

Internal Meetings and Support

- Held regular weekly meetings with City staff and Councilmembers to discuss ongoing operations, project updates, and upcoming priorities.

Conclusion:

City staff and I remain focused on supporting ongoing projects, strengthening community and regional partnerships, and advancing the Council's goals. I will continue to update the Council as these efforts progress.

OCTOBER 2025 BUDGET REPORT



TABLE OF CONTENTS

PAGES 3-4	GENERAL FUND REVENUE
PAGES 5-15	GENERAL FUND EXPENSES
PAGES 16-21	ENTERPRISE FUND REVENUE/EXPENSES
PAGES 22-25	SPECIAL FUND REVENUE/EXPENSES

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUE</u>					
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	5,893.84	4,800.00 (1,093.84)	122.8
001-000-31120	SALES TAX	394,469.89	765,646.42	5,100,000.00	4,334,353.58 15.0
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	279,893.73	642,120.12	3,550,000.00	2,907,879.88 18.1
001-000-31131	TOT PENALTIES	.00	139.97	2,000.00	1,860.03 7.0
001-000-31150	REAL PROPERTY TRANSFER	478.50	1,361.25	6,000.00	4,638.75 22.7
001-000-32010	BUSINESS LICENSES	655.20	2,008.20	62,500.00	60,491.80 3.2
001-000-32015	SHORT-TERM RENTALS	314.00	314.00	2,500.00	2,186.00 12.6
001-000-32030	PARKING PERMITS	660.00	3,610.00	7,000.00	3,390.00 51.6
001-000-32040	USE PERMITS	1,500.00	1,500.00	2,000.00	500.00 75.0
001-000-32041	ENVIRONMENTAL APPLICATION FEE	.00	.00	500.00	500.00 .0
001-000-32050	BUILDING PERMITS	4,570.78	21,651.26	145,000.00	123,348.74 14.9
001-000-32051	PLANNING FEE	75.00	350.34	3,100.00	2,749.66 11.3
001-000-32080	ELECTRICAL FRANCHISE	.00	.00	52,000.00	52,000.00 .0
001-000-32081	CELL TOWER FRANCHISE	.00	10,770.97	42,000.00	31,229.03 25.7
001-000-32082	CANNABIS DEVELOPMENT FEES	.00	15,000.00	75,000.00	60,000.00 20.0
001-000-32090	TV FRANCHISE	.00	2,617.13	8,400.00	5,782.87 31.2
001-000-33010	INTEREST ON BANK DEPOSITS	46,821.22	169,496.11	480,000.00	310,503.89 35.3
001-000-33020	RENTAL OF REAL PROPERTY	16,799.13	45,038.82	70,000.00	24,961.18 64.3
001-000-33021	INTEREST - GASB 87	.00	.00	42,000.00	42,000.00 .0
001-000-34040	REIMB. FOR HIGHWAY SWEEPING	4,416.66	13,249.98	53,000.00	39,750.02 25.0
001-000-34047	REIMBURSEMENT FROM BUSD	20,000.00	20,000.00	80,000.00	60,000.00 25.0
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
001-000-34095	STRIKE TEAM/OES/CAL FIRE	34,941.30	60,668.80	.00 (60,668.80)	.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
001-000-34124	BUDGET CIT 2013/LAW ENF.	17.96	17.96	.00 (17.96)	.0
001-000-34125	PARKING CITATIONS	1,167.05	3,227.95	15,000.00	11,772.05 21.5
001-000-34126	TOW FEES	250.00	1,780.00	3,300.00	1,520.00 53.9
001-000-34135	MANDATED COSTS REIMBURSEMENT	.00	1,512.00	23,900.00	22,388.00 6.3
001-000-34141	PD GRANTS	.00	49,629.00	.00 (49,629.00)	.0
001-000-34145	4850 PAY REIMBURSEMENT	296.97	9,415.47	.00 (9,415.47)	.0
001-000-35020	STRONG MOTION INST. PROGRAM	14.95	176.51	800.00	623.49 22.1
001-000-35060	CBSC/BUILDING PERMIT	11.00	64.00	200.00	136.00 32.0
001-000-36010	SALE OF CITY PROPERTY	1.00	1.00	.00 (1.00)	.0
001-000-36030	MISCELLANEOUS REVENUE	.00	1,597.32	11,100.00	9,502.68 14.4
001-000-36031	RETIREE MEDICAL COPAY	.00	.00	2,600.00	2,600.00 .0
001-000-36040	FINGERPRINTING & REPORTS	1,802.60	9,013.60	22,500.00	13,486.40 40.1
001-000-36041	SUBPOENAS	.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	.00	23,710.00	41,000.00	17,290.00 57.8
001-000-36078	AFTER SCHOOL PROGRAM	6,334.50	30,771.00	80,000.00	49,229.00 38.5
001-000-37010	SPECIAL EVENT INSURANCE	.00	1,850.00	.00 (1,850.00)	.0

FOR ADMINISTRATION USE ONLY

34 % OF THE FISCAL YEAR HAS ELAPSED

12/04/2025 08:29AM

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
001-000-39250 SOFTBALL	.00	.00	17,000.00	17,000.00	.0
001-000-39251 SOCCER	.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
001-000-39275 FACILITY RENTAL FEE	128.00	920.00	2,000.00	1,080.00	46.0
001-000-39278 TREE DEDICATION	2,245.50	2,245.50	.00	(2,245.50)	.0
001-000-39280 YOUTH PROGRAM	.00	.00	500.00	500.00	.0
001-000-39281 GYMNASTICS	60.00	6,160.00	28,000.00	21,840.00	22.0
001-000-39290 POOL - PUBLIC SWIM	.00	16,388.00	26,000.00	9,612.00	63.0
001-000-39291 POOL - RENTALS	.00	11,010.00	10,000.00	(1,010.00)	110.1
001-000-39292 POOL - SWIM LESSONS	.00	13,300.00	21,000.00	7,700.00	63.3
001-000-39293 POOL - CONCESSIONS	.00	2,416.00	3,580.00	1,164.00	67.5
001-000-39294 POOL - WATER FITNESS	.00	2,358.00	8,000.00	5,642.00	29.5
001-000-39999 REVENUE -TRANSFERS IN	.00	700,000.00	700,000.00	.00	100.0
 TOTAL REVENUE	 817,924.94	 2,956,982.09	 12,372,320.00	 9,415,337.91	 23.9
 TOTAL FUND REVENUE	 817,924.94	 2,956,982.09	 12,372,320.00	 9,415,337.91	 23.9

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CITY COUNCIL</u>					
001-010-51001	FULL TIME SALARIES	2,538.50	10,697.96	33,500.00	22,802.04	31.9
001-010-51006	VISION INSURANCE	40.91	204.55	600.00	395.45	34.1
001-010-51007	HEALTH INSURANCE	8,609.92	43,049.60	117,785.00	74,735.40	36.6
001-010-51008	DENTAL INSURANCE	444.22	2,221.10	5,582.00	3,360.90	39.8
001-010-51011	MEDICARE TAX	29.88	99.72	490.00	390.28	20.4
001-010-51017	PARS-ARS	33.00	148.50	440.00	291.50	33.8
001-010-51025	RETIREE HEALTH INSURANCE	2,338.80	4,677.60	30,186.00	25,508.40	15.5
001-010-51043	DISABILITY INSURANCE	52.75	263.75	660.00	396.25	40.0
001-010-52011	ADVERTISING & PRINTING	.00	247.90	1,000.00	752.10	24.8
001-010-52012	OFFICE SUPPLIES & POSTAGE	.00	42.98	400.00	357.02	10.8
001-010-52013	COMMUNICATIONS	116.94	597.18	1,700.00	1,102.82	35.1
001-010-52014	MEETINGS & TRAVEL	1,639.74	5,215.04	15,000.00	9,784.96	34.8
001-010-52015	PROFESSIONAL SERVICES	.00	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	67.42	1,253.08	9,500.00	8,246.92	13.2
001-010-52019	MISC. DUES & SUBSCRIPTIONS	.00	.00	3,800.00	3,800.00	.0
001-010-52030	ESCOG	25,000.00	25,000.00	25,000.00	.00	100.0
001-010-52045	IT	439.95	4,605.51	19,000.00	14,394.49	24.2
001-010-55100	CITY COST PLAN	.00	(37,749.00)	(37,749.00)	.00	(100.0)
	TOTAL CITY COUNCIL	41,352.03	63,993.57	234,644.00	170,650.43	27.3

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>						
001-011-51001	FULL TIME SALARIES	33,890.69	178,938.96	404,426.39	225,487.43	44.3
001-011-51002	PART TIME SALARIES	.00	1,988.55	28,400.00	26,411.45	7.0
001-011-51004	OVERTIME WAGES	.00	282.31	500.00	217.69	56.5
001-011-51006	VISION INSURANCE	46.49	221.23	659.00	437.77	33.6
001-011-51007	HEALTH INSURANCE	2,265.77	11,328.85	29,847.84	18,518.99	38.0
001-011-51008	DENTAL INSURANCE	532.91	2,508.53	5,400.00	2,891.47	46.5
001-011-51010	WORKER'S COMPENSATION	.00	7,846.42	7,885.14	38.72	99.5
001-011-51011	MEDICARE TAX	492.25	2,766.20	6,224.28	3,458.08	44.4
001-011-51013	HOLIDAY PAYOUT	.00	10,173.69	.00	(10,173.69)	.0
001-011-51016	CAR ALLOWANCE	250.00	750.00	.00	(750.00)	.0
001-011-51017	PARS-ARS	.00	25.85	381.20	355.35	6.8
001-011-51022	PARS SYSTEM	.00	8,814.96	35,709.72	26,894.76	24.7
001-011-51024	DEFERRED COMPENSATION	1,035.40	4,420.93	7,414.11	2,993.18	59.6
001-011-51025	RETIREE HEALTH INSURANCE	8,694.48	21,736.20	60,030.00	38,293.80	36.2
001-011-51027	PERS EE/ER	3,833.72	21,970.69	67,723.43	45,752.74	32.4
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	172.17	892.58	2,122.00	1,229.42	42.1
001-011-51046	OPEB	3,368.00	17,858.10	41,420.00	23,561.90	43.1
001-011-52006	RECRUITMENT	.00	179.47	.00	(179.47)	.0
001-011-52008	ADMINISTRATION FEES	1,840.03	5,207.24	26,000.00	20,792.76	20.0
001-011-52009	TRAINING	.00	.00	4,000.00	4,000.00	.0
001-011-52011	ADVERTISING & PRINTING	.00	54.38	1,000.00	945.62	5.4
001-011-52012	OFFICE SUPPLIES & POSTAGE	1,852.21	6,929.14	22,000.00	15,070.86	31.5
001-011-52013	COMMUNICATIONS	368.00	872.00	2,900.00	2,028.00	30.1
001-011-52014	MEETINGS & TRAVEL	4,476.97	5,343.47	10,500.00	5,156.53	50.9
001-011-52015	PROFESSIONAL SERVICES	9,905.09	34,294.78	188,200.00	153,905.22	18.2
001-011-52018	SPECIAL DEPARTMENT SUPPLIES	289.24	1,331.71	7,000.00	5,668.29	19.0
001-011-52019	MISC. DUES & SUBSCRIPTIONS	40.00	1,187.07	2,000.00	812.93	59.4
001-011-52045	IT	2,071.65	5,168.75	18,000.00	12,831.25	28.7
001-011-52126	SENIOR W/S PROGRAM DISCOUNT	.00	.00	6,500.00	6,500.00	.0
001-011-53020	VEHICLE OPERATION	.00	177.88	1,600.00	1,422.12	11.1
001-011-55099	CONTINGENCY	.00	.00	35,000.00	35,000.00	.0
001-011-55100	CITY COST PLAN	.00	(165,532.00)	(165,534.00)	(2.00)	(100.0)
TOTAL ADMINISTRATION		75,425.07	387,076.22	1,058,633.11	671,556.89	36.6

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>FINANCE</u>					
001-012-51001	FULL TIME SALARIES	12,278.10	51,511.84	149,557.13	98,045.29	34.4
001-012-51004	OVERTIME WAGES	.00	282.29	500.00	217.71	56.5
001-012-51006	VISION INSURANCE	21.48	107.40	283.00	175.60	38.0
001-012-51007	HEALTH INSURANCE	2,650.95	13,254.75	34,920.85	21,666.10	38.0
001-012-51008	DENTAL INSURANCE	249.51	1,247.55	3,000.00	1,752.45	41.6
001-012-51010	WORKER'S COMPENSATION	.00	3,321.65	3,338.04	16.39	99.5
001-012-51011	MEDICARE TAX	175.56	734.08	2,169.37	1,435.29	33.8
001-012-51025	RETIREE HEALTH INSURANCE	1,052.46	2,631.15	7,314.00	4,682.85	36.0
001-012-51027	PERS EE/ER	1,001.88	4,226.02	12,069.38	7,843.36	35.0
001-012-51029	PERS LS UAL	.00	290.84	292.00	1.16	99.6
001-012-51043	DISABILITY & LIFE INSURANCE	66.38	331.90	835.75	503.85	39.7
001-012-51046	OPEB	1,257.26	5,274.74	15,320.00	10,045.26	34.4
001-012-52007	BANK FEES	2,033.63	6,891.70	20,000.00	13,108.30	34.5
001-012-52011	ADVERTISING & PRINTING	.00	.00	200.00	200.00	.0
001-012-52012	OFFICE SUPPLIES & POSTAGE	31.10	922.60	5,000.00	4,077.40	18.5
001-012-52014	MEETINGS & TRAVEL	.00	.00	2,000.00	2,000.00	.0
001-012-52015	PROFESSIONAL SERVICES	42,627.42	44,904.14	70,000.00	25,095.86	64.2
001-012-52018	SPECIAL DEPARTMENT SUPPLIES	164.97	1,699.06	3,200.00	1,500.94	53.1
001-012-52019	MISC. DUES & SUBSCRIPTIONS	20.00	89.90	500.00	410.10	18.0
001-012-52045	IT	2,332.21	11,631.29	31,500.00	19,868.71	36.9
001-012-55100	CITY COST PLAN	.00	(50,167.00)	(50,167.00)	.00	(100.0)
	TOTAL FINANCE	65,962.91	99,185.90	311,832.52	212,646.62	31.8
	<u>TREASURER</u>					
001-013-51001	FULL TIME SALARIES	138.46	583.51	1,900.00	1,316.49	30.7
001-013-51011	MEDICARE TAX	2.00	8.43	28.00	19.57	30.1
001-013-51017	PARS-ARS	1.80	8.10	25.00	16.90	32.4
001-013-52045	IT	.00	.00	30.00	30.00	.0
	TOTAL TREASURER	142.26	600.04	1,983.00	1,382.96	30.3
	<u>LEGAL SERVICES</u>					
001-014-52015	PROFESSIONAL SERVICES	15,699.64	51,097.10	175,000.00	123,902.90	29.2
001-014-55040	LITIGATION SERVICES	9,706.40	11,653.79	20,000.00	8,346.21	58.3
001-014-55100	CITY COST PLAN	.00	(24,252.00)	(24,252.00)	.00	(100.0)
	TOTAL LEGAL SERVICES	25,406.04	38,498.89	170,748.00	132,249.11	22.6
	<u>INSURANCE</u>					
001-015-52016	INSURANCE	.00	416,761.00	427,300.00	10,539.00	97.5
001-015-55100	CITY COST PLAN	.00	(59,216.00)	(59,216.00)	.00	(100.0)
	TOTAL INSURANCE	.00	357,545.00	368,084.00	10,539.00	97.1

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>BUILDINGS AND GROUNDS</u>					
001-016-51002	PART TIME SALARIES	5,513.48	26,497.55	69,290.00	42,792.45	38.2
001-016-51011	MEDICARE TAX	79.96	384.21	1,006.00	621.79	38.2
001-016-51017	PARS-ARS	71.69	344.49	901.00	556.51	38.2
001-016-51029	PERS LS UAL	.00	1,191.94	1,195.00	3.06	99.7
001-016-52010	UTILITIES	3,913.30	15,770.73	60,000.00	44,229.27	26.3
001-016-52011	ADVERTISING & PRINTING	.00	.00	200.00	200.00	.0
001-016-52013	COMMUNICATIONS	1,097.37	1,418.59	6,300.00	4,881.41	22.5
001-016-52015	PROFESSIONAL SERVICES	1,470.65	4,950.50	10,000.00	5,049.50	49.5
001-016-52017	WASTE FEES	186.28	729.80	4,200.00	3,470.20	17.4
001-016-52018	SPECIAL DEPARTMENT SUPPLIES	295.41	1,001.55	7,000.00	5,998.45	14.3
001-016-52045	IT	105.40	828.72	2,100.00	1,271.28	39.5
001-016-53020	VEHICLE OPERATION	.00	577.98	4,700.00	4,122.02	12.3
001-016-54023	BUILDING OPERATION	32.29	4,365.10	10,000.00	5,634.90	43.7
001-016-56029	CAPITAL EQUIPMENT REPLACEMENT	.00	11,538.22	22,000.00	10,461.78	52.5
001-016-57000	LEASE PRINCIPAL	628.50	2,514.00	7,548.00	5,034.00	33.3
	TOTAL BUILDINGS AND GROUNDS	13,394.33	72,113.38	206,440.00	134,326.62	34.9
	<u>IT</u>					
001-017-52015	PROFESSIONAL SERVICES	9,680.66	68,299.46	69,640.00	1,340.54	98.1
001-017-55100	CITY COST PLAN	.00	(9,651.00)	(9,651.00)	.00	(100.0)
	TOTAL IT	9,680.66	58,648.46	59,989.00	1,340.54	97.8
	<u>COMMUNITY PROMOTIONS</u>					
001-019-52130	ECONOMIC DEVELOPMENT	.00	.00	110,000.00	110,000.00	.0
001-019-52131	COMMUNITY SUPPORT	21,663.23	21,663.23	132,000.00	110,336.77	16.4
	TOTAL COMMUNITY PROMOTIONS	21,663.23	21,663.23	242,000.00	220,336.77	9.0

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>						
001-020-51001	FULL TIME SALARIES	143,019.14	653,402.67	1,996,963.12	1,343,560.45	32.7
001-020-51002	PART TIME SALARIES	493.21	2,544.19	61,200.00	58,655.81	4.2
001-020-51003	PART TIME RESERVES	.00	.00	5,000.00	5,000.00	.0
001-020-51004	OVERTIME WAGES	24,112.15	70,369.89	162,000.00	91,630.11	43.4
001-020-51005	WATCH COMMAND SALARIES	127.06	827.55	3,792.50	2,964.95	21.8
001-020-51006	VISION INSURANCE	230.57	1,214.21	3,284.00	2,069.79	37.0
001-020-51007	HEALTH INSURANCE	42,566.27	216,323.35	516,352.00	300,028.65	41.9
001-020-51008	DENTAL INSURANCE	2,433.30	12,879.38	32,700.00	19,820.62	39.4
001-020-51010	WORKER'S COMPENSATION	.00	168,854.78	169,688.06	833.28	99.5
001-020-51011	MEDICARE TAX	2,436.45	10,625.07	33,164.85	22,539.78	32.0
001-020-51013	HOLIDAY PAYOUT	.00	11,957.12	.00	11,957.12	.0
001-020-51014	FIELD TRAINING	.00	.00	2,400.00	2,400.00	.0
001-020-51015	SHIFT DIFFERENTIAL PAY	2,870.09	11,427.10	26,500.00	15,072.90	43.1
001-020-51017	PARS-ARS	6.41	33.06	1,205.60	1,172.54	2.7
001-020-51024	DEFERRED COMPENSATION	440.30	1,852.50	7,558.40	5,705.90	24.5
001-020-51025	RETIREE HEALTH INSURANCE	63,889.98	158,342.70	420,000.00	261,657.30	37.7
001-020-51027	PERS EE/ER	32,655.55	146,265.55	473,619.00	327,353.45	30.9
001-020-51029	PERS LS UAL	.00	785,273.34	787,187.00	1,913.66	99.8
001-020-51043	DISABILITY & LIFE INSURANCE	896.81	4,704.41	12,000.00	7,295.59	39.2
001-020-51046	OPEB	14,550.61	64,526.43	204,505.00	139,978.57	31.6
001-020-52006	RECRUITMENT	.00	65.00	7,000.00	6,935.00	.9
001-020-52009	TRAINING	2,250.01	7,956.79	25,000.00	17,043.21	31.8
001-020-52010	UTILITIES	1,380.99	5,391.74	19,000.00	13,608.26	28.4
001-020-52011	OUTREACH	3,922.74	7,353.95	7,000.00	353.95	105.1
001-020-52012	OFFICE SUPPLIES & POSTAGE	72.03	333.48	3,000.00	2,666.52	11.1
001-020-52013	COMMUNICATIONS	5,532.33	13,781.01	38,000.00	24,218.99	36.3
001-020-52014	MEETINGS & TRAVEL	1,288.50	3,619.30	25,000.00	21,380.70	14.5
001-020-52015	PROFESSIONAL SERVICES	3,725.60	9,613.33	18,000.00	8,386.67	53.4
001-020-52017	WASTE FEES	.00	.00	350.00	350.00	.0
001-020-52018	SPECIAL DEPARTMENT SUPPLIES	4,816.67	20,495.88	39,000.00	18,504.12	52.6
001-020-52019	MISC. DUES & SUBSCRIPTIONS	96.11	1,289.11	3,800.00	2,510.89	33.9
001-020-52021	FINGERPRINT FEES	615.00	3,432.00	13,000.00	9,568.00	26.4
001-020-52024	PROPERTY TAXES	.00	.00	20.00	20.00	.0
001-020-52045	IT	3,369.32	17,961.10	29,000.00	11,038.90	61.9
001-020-53020	VEHICLE OPERATION	7,366.18	23,285.74	35,000.00	11,714.26	66.5
001-020-54023	BUILDING OPERATION	138.43	2,214.32	7,000.00	4,785.68	31.6
001-020-54024	AB 109/REALIGNMENT EXPENSE	.00	.00	103,900.00	103,900.00	.0
001-020-54025	RAN REIMBURSEMENT	.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	10,583.92	31,800.00	21,216.08	33.3
TOTAL POLICE DEPARTMENT		367,947.79	2,471,604.26	5,480,264.53	3,008,660.27	45.1

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
001-021-51001 FULL TIME SALARIES	12,998.88	48,100.67	157,892.09	109,791.42	30.5
001-021-51002 PART TIME SALARIES	730.55	1,833.78	33,342.50	31,508.72	5.5
001-021-51003 STRIKE TEAM PAY	.00	87,104.24	.00	(87,104.24)	.0
001-021-51004 OVERTIME WAGES	147.69	1,578.17	7,000.00	5,421.83	22.6
001-021-51006 VISION INSURANCE	18.72	99.53	304.00	204.47	32.7
001-021-51007 HEALTH INSURANCE	3,561.71	17,749.32	58,202.00	40,452.68	30.5
001-021-51008 DENTAL INSURANCE	236.87	1,125.13	3,208.00	2,082.87	35.1
001-021-51009 CITY FIRE CALLOUTS	300.00	2,040.00	50,000.00	47,960.00	4.1
001-021-51010 WORKER'S COMPENSATION	.00	14,489.71	14,561.22	71.51	99.5
001-021-51011 MEDICARE TAX	208.23	2,029.53	3,525.00	1,495.47	57.6
001-021-51017 PARS-ARS	11.46	751.95	1,175.00	423.05	64.0
001-021-51018 DUTY TIME	375.20	875.84	3,000.00	2,124.16	29.2
001-021-51024 DEFERRED COMPENSATION	2.90	6.98	2,283.59	2,276.61	.3
001-021-51025 RETIREE HEALTH INSURANCE	1,738.05	5,134.47	16,000.00	10,865.53	32.1
001-021-51027 PERS EE/ER	1,733.94	7,569.41	19,183.58	11,614.17	39.5
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	66.84	350.58	888.00	537.42	39.5
001-021-51046 OPEB	1,267.32	4,933.86	15,060.00	10,126.14	32.8
001-021-52006 RECRUITMENT	.00	.00	1,500.00	1,500.00	.0
001-021-52009 TRAINING	425.64	479.14	15,000.00	14,520.86	3.2
001-021-52010 UTILITIES	1,160.67	3,534.22	16,000.00	12,465.78	22.1
001-021-52011 ADVERTISING & PRINTING	.00	.00	1,200.00	1,200.00	.0
001-021-52012 OFFICE SUPPLIES & POSTAGE	.00	44.64	600.00	555.36	7.4
001-021-52013 COMMUNICATIONS	2,132.12	3,661.76	12,000.00	8,338.24	30.5
001-021-52014 MEETINGS & TRAVEL	439.94	941.89	9,000.00	8,058.11	10.5
001-021-52015 PROFESSIONAL SERVICES	2,386.31	11,958.40	35,000.00	23,041.60	34.2
001-021-52017 WASTE FEES	146.68	586.75	3,000.00	2,413.25	19.6
001-021-52018 SPECIAL DEPARTMENT SUPPLIES	8,443.63	20,792.50	75,000.00	54,207.50	27.7
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	221.90	1,117.56	8,000.00	6,882.44	14.0
001-021-53020 VEHICLE OPERATION	1,890.61	5,849.35	33,000.00	27,150.65	17.7
001-021-53022 OFFICE EQUIPMENT OPERATION	36.71	200.86	1,000.00	799.14	20.1
001-021-54023 BUILDING OPERATION	.00	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	40,682.57	251,257.91	691,442.98	440,185.07	36.3

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>BUILDING</u>					
001-022-51001	FULL TIME SALARIES	2,396.12	10,480.19	49,600.00	39,119.81	21.1
001-022-51006	VISION INSURANCE	3.07	19.10	100.00	80.90	19.1
001-022-51007	HEALTH INSURANCE	.00	465.74	7,760.19	7,294.45	6.0
001-022-51008	DENTAL INSURANCE	35.64	189.33	860.00	670.67	22.0
001-022-51010	WORKER'S COMPENSATION	.00	983.42	988.27	4.85	99.5
001-022-51011	MEDICARE TAX	34.74	151.76	746.00	594.24	20.3
001-022-51022	PARS SYSTEM	.00	53.63	.00	(53.63)	.0
001-022-51024	DEFERRED COMPENSATION	119.80	494.33	1,000.00	505.67	49.4
001-022-51025	RETIREE HEALTH INSURANCE	2,104.92	5,262.30	15,180.00	9,917.70	34.7
001-022-51027	PERS EE/ER	195.52	874.31	3,900.00	3,025.69	22.4
001-022-51043	DISABILITY & LIFE INSURANCE	10.58	62.20	250.00	187.80	24.9
001-022-51046	OPEB	245.36	1,071.88	5,270.00	4,198.12	20.3
001-022-52006	RECRUITMENT	1,014.88	1,014.88	.00	(1,014.88)	.0
001-022-52012	OFFICE SUPPLIES & POSTAGE	.00	114.46	300.00	185.54	38.2
001-022-52013	COMMUNICATIONS	109.78	109.78	600.00	490.22	18.3
001-022-52014	MEETINGS & TRAVEL	.00	.00	5,000.00	5,000.00	.0
001-022-52015	PROFESSIONAL SERVICES	22,686.00	22,943.79	105,000.00	82,056.21	21.9
001-022-52018	SPECIAL DEPARTMENT SUPPLIES	55.61	923.10	13,500.00	12,576.90	6.8
001-022-52019	MISC. DUES & SUBSCRIPTIONS	4.00	16.00	16,260.00	16,244.00	.1
001-022-52045	IT	.00	.00	900.00	900.00	.0
001-022-53020	VEHICLE OPERATION	.00	.00	500.00	500.00	.0
	<u>TOTAL BUILDING</u>	<u>29,016.02</u>	<u>45,230.20</u>	<u>227,714.46</u>	<u>182,484.26</u>	<u>19.9</u>

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREET MAINTENANCE</u>						
001-023-51001	FULL TIME SALARIES	14,903.14	63,030.01	205,105.37	142,075.36	30.7
001-023-51002	PART TIME SALARIES	98.54	782.41	7,800.00	7,017.59	10.0
001-023-51004	OVERTIME WAGES	129.26	320.21	4,600.00	4,279.79	7.0
001-023-51006	VISION INSURANCE	25.45	129.98	366.00	236.02	35.5
001-023-51007	HEALTH INSURANCE	3,801.09	19,352.58	55,799.00	36,446.42	34.7
001-023-51008	DENTAL INSURANCE	310.80	1,529.67	3,844.00	2,314.33	39.8
001-023-51010	WORKER'S COMPENSATION	.00	4,582.31	4,604.92	22.61	99.5
001-023-51011	MEDICARE TAX	222.40	930.95	3,272.36	2,341.41	28.5
001-023-51017	PARS-ARS	1.29	10.20	102.00	91.80	10.0
001-023-51018	DUTY TIME	451.80	1,953.87	3,600.00	1,646.13	54.3
001-023-51022	PARS SYSTEM	1,403.65	5,931.92	16,878.01	10,946.09	35.2
001-023-51024	DEFERRED COMPENSATION	381.08	1,576.22	3,155.78	1,579.56	50.0
001-023-51025	RETIREE HEALTH INSURANCE	7,235.76	17,409.66	47,800.00	30,390.34	36.4
001-023-51027	PERS EE/ER	2,061.86	8,829.54	25,465.49	16,635.95	34.7
001-023-51029	PERS LS UAL	.00	6,206.69	6,222.00	15.31	99.8
001-023-51043	DISABILITY & LIFE INSURANCE	87.84	460.09	1,145.00	684.91	40.2
001-023-51046	OPEB	1,526.07	6,441.78	19,700.00	13,258.22	32.7
001-023-52006	RECRUITMENT	429.30	429.30	.00	(429.30)	.0
001-023-52009	TRAINING	.00	46.66	.00	(46.66)	.0
001-023-52010	UTILITIES	4,779.32	16,775.13	69,000.00	52,224.87	24.3
001-023-52012	OFFICE SUPPLIES & POSTAGE	.00	151.49	1,200.00	1,048.51	12.6
001-023-52013	COMMUNICATIONS	371.53	525.25	1,400.00	874.75	37.5
001-023-52014	MEETINGS & TRAVEL	166.57	598.25	3,000.00	2,401.75	19.9
001-023-52015	PROFESSIONAL SERVICES	653.19	768.27	5,400.00	4,631.73	14.2
001-023-52017	WASTE FEES	337.54	626.16	4,000.00	3,373.84	15.7
001-023-52018	SPECIAL DEPARTMENT SUPPLIES	209.82	2,838.43	53,500.00	50,661.57	5.3
001-023-52019	MISC. DUES & SUBSCRIPTIONS	4.00	566.97	1,900.00	1,333.03	29.8
001-023-52024	PROPERTY TAXES	.00	.00	300.00	300.00	.0
001-023-52045	IT	48.16	990.02	5,200.00	4,209.98	19.0
001-023-53020	VEHICLE OPERATION	461.35	2,477.02	23,000.00	20,522.98	10.8
001-023-55024	LEASE PROFIT AND LOSS	.00	600.00	68,000.00	67,400.00	.9
001-023-56028	CAPITAL EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
001-023-56031	CAPITAL IMPROVEMENT PROGRAM	.00	350,000.00	350,000.00	.00	100.0
001-023-56034	LEASE PRINCIPAL	473.93	1,895.72	5,700.00	3,804.28	33.3
001-023-59999	TRANSFERS OUT	.00	.00	110,000.00	110,000.00	.0
TOTAL STREET MAINTENANCE		40,574.74	518,766.76	1,141,059.93	622,293.17	45.5

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS AND RECREATION</u>					
001-031-51001 FULL TIME SALARIES	25,450.02	106,956.67	318,705.96	211,749.29	33.6
001-031-51002 PART TIME SALARIES	16,854.64	79,110.53	215,250.00	136,139.47	36.8
001-031-51004 OVERTIME WAGES	.00	1,143.58	8,000.00	6,856.42	14.3
001-031-51006 VISION INSURANCE	58.30	291.81	775.00	483.19	37.7
001-031-51007 HEALTH INSURANCE	11,192.90	56,025.73	147,443.59	91,417.86	38.0
001-031-51008 DENTAL INSURANCE	677.24	3,389.90	8,130.00	4,740.10	41.7
001-031-51010 WORKER'S COMPENSATION	.00	9,049.53	9,094.19	44.66	99.5
001-031-51011 MEDICARE TAX	600.51	2,626.27	8,020.95	5,394.68	32.7
001-031-51017 PARS-ARS	219.13	1,028.48	2,910.00	1,881.52	35.3
001-031-51022 PARS SYSTEM	4,306.10	18,121.24	55,000.00	36,878.76	33.0
001-031-51024 DEFERRED COMPENSATION	410.10	1,723.21	5,240.00	3,516.79	32.9
001-031-51025 RETIREE HEALTH INSURANCE	9,478.10	23,695.25	62,568.00	38,872.75	37.9
001-031-51027 PERS EE/ER	4,797.86	20,249.44	61,600.00	41,350.56	32.9
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	906.98	2,264.00	1,357.02	40.1
001-031-51046 OPEB	2,606.06	10,952.30	32,645.00	21,692.70	33.6
001-031-52009 TRAINING	.00	46.67	3,000.00	2,953.33	1.6
001-031-52010 UTILITIES	10,625.13	25,497.67	50,000.00	24,502.33	51.0
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	1,807.44	3,410.54	6,000.00	2,589.46	56.8
001-031-52014 MEETINGS & TRAVEL	.00	192.19	4,000.00	3,807.81	4.8
001-031-52015 PROFESSIONAL SERVICES	2,054.00	5,730.42	28,000.00	22,269.58	20.5
001-031-52017 WASTE FEES	2,181.43	7,844.69	32,450.00	24,605.31	24.2
001-031-52018 SPECIAL DEPARTMENT SUPPLIES	6,235.74	32,132.98	80,000.00	47,867.02	40.2
001-031-52019 MISC. DUES & SUBSCRIPTIONS	31.99	124.97	3,000.00	2,875.03	4.2
001-031-52045 IT	530.47	8,598.50	19,500.00	10,901.50	44.1
001-031-53020 VEHICLE OPERATION	847.25	2,581.30	10,000.00	7,418.70	25.8
001-031-53021 SPECIAL EQUIPMENT OPERATION	708.55	708.55	10,000.00	9,291.45	7.1
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	.00	15,000.00	30,000.00	15,000.00	50.0
001-031-56027 CAPITAL IMPROVEMENT	2,532.50	3,232.50	70,000.00	66,767.50	4.6
001-031-56028 CAPITAL EQUIPMENT	.00	.00	47,000.00	47,000.00	.0
001-031-57000 LEASE PRINCIPAL	628.50	2,514.00	7,560.00	5,046.00	33.3
001-031-58030 URBAN GREENING GRANT	.00	2,656.72	50,000.00	47,343.28	5.3
TOTAL PARKS AND RECREATION	105,015.17	459,706.22	1,474,934.69	1,015,228.47	31.2

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING</u>						
001-034-51001	FULL TIME SALARIES	8,400.32	36,212.08	110,466.30	74,254.22	32.8
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	9.67	49.67	166.00	116.33	29.9
001-034-51007	HEALTH INSURANCE	2,265.77	11,491.87	32,562.95	21,071.08	35.3
001-034-51008	DENTAL INSURANCE	105.18	529.79	1,420.00	890.21	37.3
001-034-51010	WORKER'S COMPENSATION	.00	2,380.07	2,391.82	11.75	99.5
001-034-51011	MEDICARE TAX	116.41	494.33	1,716.30	1,221.97	28.8
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	5,262.30	14,718.00	9,455.70	35.8
001-034-51027	PERS EE/ER	685.49	3,523.16	8,802.35	5,279.19	40.0
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	267.70	790.00	522.30	33.9
001-034-51046	OPEB	860.20	3,707.70	11,175.00	7,467.30	33.2
001-034-52011	ADVERTISING & PRINTING	.00	519.81	.00	519.81	.0
001-034-52012	OFFICE SUPPLIES & POSTAGE	125.30	947.43	2,500.00	1,552.57	37.9
001-034-52013	COMMUNICATIONS	109.73	109.73	550.00	440.27	20.0
001-034-52014	MEETINGS & TRAVEL	.00	1,422.22	5,500.00	4,077.78	25.9
001-034-52015	PROFESSIONAL SERVICES	.00	1,665.86	172,000.00	170,334.14	1.0
001-034-52018	SPECIAL DEPARTMENT SUPPLIES	.00	5.51	2,000.00	1,994.49	.3
001-034-52019	MISC. DUES & SUBSCRIPTIONS	20.00	580.00	1,000.00	420.00	58.0
001-034-52045	IT	14.10	1,345.42	6,000.00	4,654.58	22.4
001-034-53025	LAFCO	.00	.00	15,000.00	15,000.00	.0
TOTAL PLANNING		14,869.98	71,731.79	395,723.72	323,991.93	18.1
<u>AFTER SCHOOL PROGRAM</u>						
001-035-51002	PART TIME SALARIES	9,480.86	26,349.97	69,800.00	43,450.03	37.8
001-035-51011	MEDICARE TAX	137.46	382.08	1,015.00	632.92	37.6
001-035-51017	PARS-ARS	123.23	342.46	910.00	567.54	37.6
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	1,076.31	2,216.85	12,000.00	9,783.15	18.5
001-035-52045	IT	104.29	430.20	1,200.00	769.80	35.9
TOTAL AFTER SCHOOL PROGRAM		10,922.15	29,721.56	88,675.00	58,953.44	33.5

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>POOL</u>					
001-037-51002	PART TIME SALARIES	3,554.55	94,868.11	224,020.00	129,151.89	42.4
001-037-51011	MEDICARE TAX	51.54	1,375.58	3,300.00	1,924.42	41.7
001-037-51017	PARS-ARS	46.21	1,233.33	2,950.00	1,716.67	41.8
001-037-52009	TRAINING	.00	.00	2,500.00	2,500.00	.0
001-037-52010	UTILITIES	.00	2,326.76	30,000.00	27,673.24	7.8
001-037-52013	COMMUNICATIONS	182.90	182.90	1,000.00	817.10	18.3
001-037-52014	MEETINGS & TRAVEL	.00	.00	2,000.00	2,000.00	.0
001-037-52015	PROFESSIONAL SERVICES	431.00	1,075.44	5,000.00	3,924.56	21.5
001-037-52018	SPECIAL DEPARTMENT SUPPLIES	1,693.50	14,381.32	61,000.00	46,618.68	23.6
001-037-52045	IT	312.88	1,473.92	6,000.00	4,526.08	24.6
001-037-52047	CONCESSIONS	.00	3,024.27	3,580.00	555.73	84.5
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	6,272.58	119,941.63	358,350.00	238,408.37	33.5
	<u>SUMMER CAMP</u>					
001-038-51002	PART TIME SALARIES	.00	15,807.21	40,210.00	24,402.79	39.3
001-038-51011	MEDICARE TAX	.00	229.18	585.00	355.82	39.2
001-038-51017	PARS-ARS	.00	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	.00	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	.00	19,396.94	60,620.00	41,223.06	32.0
	TOTAL FUND EXPENDITURES	868,327.53	5,086,681.96	12,573,138.94	7,486,456.98	40.5
	NET REVENUE OVER EXPENDITURES	(50,402.59)	(2,129,699.87)	(200,818.94)	1,928,880.93	(1060.

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
002-000-33010	INTEREST ON BANK DEPOSITS	11,715.35	43,439.46	121,800.00	78,360.54	35.7
002-000-39017	SEWER MISCELLANEOUS	.00	30.00	6,000.00	5,970.00	.5
002-000-39020	SEWER SERVICE COLLECTION	119,940.92	479,313.23	1,400,000.00	920,686.77	34.2
002-000-39023	SEWER SERVICE PENALTIES	389.10	1,029.49	1,000.00	(29.49)	103.0
002-000-39075	INTERGOVERNMENTAL REVENUE	.00	.00	675,000.00	675,000.00	.0
	TOTAL REVENUE	132,045.37	523,812.18	2,203,800.00	1,679,987.82	23.8
	TOTAL FUND REVENUE	132,045.37	523,812.18	2,203,800.00	1,679,987.82	23.8

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SEWER					
002-051-51001	FULL TIME SALARIES	18,723.29	79,458.74	262,033.89	182,575.15	30.3
002-051-51002	PART TIME SALARIES	153.27	1,283.72	8,320.00	7,036.28	15.4
002-051-51004	OVERTIME WAGES	129.26	454.38	8,684.00	8,229.62	5.2
002-051-51006	VISION INSURANCE	33.89	175.51	512.00	336.49	34.3
002-051-51007	HEALTH INSURANCE	5,912.79	30,338.36	90,377.00	60,038.64	33.6
002-051-51008	DENTAL INSURANCE	407.85	2,026.29	5,381.00	3,354.71	37.7
002-051-51010	WORKER'S COMPENSATION	.00	6,444.52	6,476.32	31.80	99.5
002-051-51011	MEDICARE TAX	280.26	1,178.86	4,222.34	3,043.48	27.9
002-051-51017	PARS-ARS	1.99	16.70	110.00	93.30	15.2
002-051-51018	DUTY TIME	702.80	3,039.36	6,240.00	3,200.64	48.7
002-051-51022	PARS SYSTEM	2,183.48	9,252.21	26,254.79	17,002.58	35.2
002-051-51024	DEFERRED COMPENSATION	369.79	1,543.64	3,883.18	2,339.54	39.8
002-051-51025	RETIREE HEALTH INSURANCE	7,235.76	17,409.66	48,000.00	30,590.34	36.3
002-051-51027	PERS EE/ER	2,838.53	12,178.26	36,480.88	24,302.62	33.4
002-051-51029	PERS LS UAL	.00	161,843.94	162,239.00	395.06	99.8
002-051-51043	DISABILITY & LIFE INSURANCE	116.93	613.95	1,590.00	976.05	38.6
002-051-51046	OPEB	1,917.27	8,116.66	25,390.00	17,273.34	32.0
002-051-52006	RECRUITMENT	429.30	429.30	.00	(429.30)	.0
002-051-52009	TRAINING	.00	46.67	.00	(46.67)	.0
002-051-52010	UTILITIES	1,552.40	4,501.19	28,400.00	23,898.81	15.9
002-051-52012	OFFICE SUPPLIES & POSTAGE	217.39	972.44	7,300.00	6,327.56	13.3
002-051-52013	COMMUNICATIONS	371.54	525.26	2,700.00	2,174.74	19.5
002-051-52014	MEETINGS & TRAVEL	166.57	2,831.82	4,000.00	1,168.18	70.8
002-051-52015	PROFESSIONAL SERVICES	13,736.38	34,985.20	71,400.00	36,414.80	49.0
002-051-52017	WASTE FEES	413.22	1,730.63	5,600.00	3,869.37	30.9
002-051-52018	SPECIAL DEPARTMENT SUPPLIES	10,043.22	11,607.28	74,300.00	62,692.72	15.6
002-051-52019	MISC. DUES & SUBSCRIPTIONS	12.99	565.46	3,800.00	3,234.54	14.9
002-051-52045	IT	48.16	1,390.02	2,700.00	1,309.98	51.5
002-051-53020	VEHICLE OPERATION	461.22	2,184.84	20,000.00	17,815.16	10.9
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	165,264.00	165,264.00	.00	100.0
002-051-55101	REFUNDS	84.00	84.00	2,000.00	1,916.00	4.2
002-051-56025	DEPRECIATION	.00	.00	140,000.00	140,000.00	.0
002-051-56027	CAPITAL IMPROVEMENT	.00	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	1,895.72	5,800.00	3,904.28	32.7
	TOTAL SEWER	69,017.48	593,906.96	1,988,558.40	1,394,651.44	29.9
	TOTAL FUND EXPENDITURES	69,017.48	593,906.96	1,988,558.40	1,394,651.44	29.9
	NET REVENUE OVER EXPENDITURES	63,027.89	(70,094.78)	215,241.60	285,336.38	(32.6)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
004-000-33010	INTEREST ON BANK DEPOSITS	10,829.61	40,741.06	71,360.00	30,618.94	57.1
004-000-39012	WATER SERVICE COLLECTION	94,835.44	378,987.82	1,100,000.00	721,012.18	34.5
004-000-39013	WATER SERVICE PENALTIES	306.33	810.20	900.00	89.80	90.0
004-000-39017	WATER MISCELLANEOUS	.00	30.00	20,000.00	19,970.00	.2
	TOTAL REVENUE	105,971.38	420,569.08	1,192,260.00	771,690.92	35.3
	TOTAL FUND REVENUE	105,971.38	420,569.08	1,192,260.00	771,690.92	35.3

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>WATER</u>					
004-050-51001	FULL TIME SALARIES	15,278.39	64,894.38	217,049.16	152,154.78	29.9
004-050-51002	PART TIME SALARIES	131.39	1,083.22	8,430.00	7,346.78	12.9
004-050-51004	OVERTIME WAGES	129.26	487.51	9,194.00	8,706.49	5.3
004-050-51006	VISION INSURANCE	28.04	145.70	429.00	283.30	34.0
004-050-51007	HEALTH INSURANCE	5,068.14	26,050.28	78,020.00	51,969.72	33.4
004-050-51008	DENTAL INSURANCE	346.03	1,704.73	4,505.00	2,800.27	37.8
004-050-51010	WORKER'S COMPENSATION	.00	5,408.80	5,435.49	26.69	99.5
004-050-51011	MEDICARE TAX	229.33	964.93	3,570.90	2,605.97	27.0
004-050-51017	PARS-ARS	1.70	14.02	110.00	95.98	12.8
004-050-51018	DUTY TIME	602.40	2,605.16	6,604.00	3,998.84	39.5
004-050-51022	PARS SYSTEM	1,871.58	7,934.41	22,503.53	14,569.12	35.3
004-050-51024	DEFERRED COMPENSATION	278.48	1,166.28	3,200.00	2,033.72	36.5
004-050-51025	RETIREE HEALTH INSURANCE	9,647.68	23,212.88	63,756.60	40,543.72	36.4
004-050-51027	PERS EE/ER	2,433.60	10,510.79	29,681.20	19,170.41	35.4
004-050-51029	PERS LS UAL	.00	125,338.78	125,645.00	306.22	99.8
004-050-51043	DISABILITY & LIFE INSURANCE	96.80	516.64	1,400.00	883.36	36.9
004-050-51046	OPEB	1,564.55	6,628.22	21,200.00	14,571.78	31.3
004-050-52006	RECRUITMENT	429.30	429.30	.00	(429.30)	.0
004-050-52009	TRAINING	.00	900.00	.00	(900.00)	.0
004-050-52010	UTILITIES	11,198.85	25,053.60	48,000.00	22,946.40	52.2
004-050-52012	OFFICE SUPPLIES & POSTAGE	807.39	1,929.32	6,800.00	4,870.68	28.4
004-050-52013	COMMUNICATIONS	335.01	466.78	3,700.00	3,233.22	12.6
004-050-52014	MEETINGS & TRAVEL	1,053.89	1,423.92	4,000.00	2,576.08	35.6
004-050-52015	PROFESSIONAL SERVICES	19,187.27	31,345.56	102,000.00	70,654.44	30.7
004-050-52017	WASTE FEES	106.27	264.58	1,670.00	1,405.42	15.8
004-050-52018	SPECIAL DEPARTMENT SUPPLIES	5,016.58	10,300.79	47,000.00	36,699.21	21.9
004-050-52019	MISC. DUES & SUBSCRIPTION	12.01	409.54	3,800.00	3,390.46	10.8
004-050-52020	WATER CONSERVATION PROGRAM	100.00	100.00	1,300.00	1,200.00	7.7
004-050-52045	IT	46.51	1,392.72	2,700.00	1,307.28	51.6
004-050-53020	VEHICLE OPERATION	395.31	1,887.55	20,000.00	18,112.45	9.4
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	160,881.00	160,881.00	.00	100.0
004-050-55101	REFUNDS	66.00	66.00	6,000.00	5,934.00	1.1
004-050-56025	DEPRECIATION	.00	.00	200,000.00	200,000.00	.0
004-050-56027	CAPITAL IMPROVEMENT	3,792.50	3,792.50	1,070,000.00	1,066,207.50	.4
004-050-56028	CAPITAL EQUIPMENT	3,892.47	3,892.47	30,000.00	26,107.53	13.0
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	2,527.64	7,596.00	5,068.36	33.3
	TOTAL WATER	84,778.64	525,730.00	2,448,266.05	1,922,536.05	21.5
	TOTAL FUND EXPENDITURES	84,778.64	525,730.00	2,448,266.05	1,922,536.05	21.5
	NET REVENUE OVER EXPENDITURES	21,192.74	(105,160.92)	(1,256,006.05)	(1,150,845.13)	(8.4)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

SUNRISE MHP

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
	<u>REVENUE</u>					
012-000-33010	INTEREST ON BANK DEPOSITS	1,730.55	6,431.68	13,920.00	7,488.32	46.2
012-000-39735	UTILITIES CLEARING ACCOUNT	2,680.00	11,350.00	39,000.00	27,650.00	29.1
012-000-39750	RENTS - ASSISTED UNITS	773.00	2,922.00	6,600.00	3,678.00	44.3
012-000-39760	RENTS - UNASSISTED UNITS	8,205.00	35,490.00	102,000.00	66,510.00	34.8
	TOTAL REVENUE	13,388.55	56,193.68	161,520.00	105,326.32	34.8
	TOTAL FUND REVENUE	13,388.55	56,193.68	161,520.00	105,326.32	34.8

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

SUNRISE MHP

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SUNRISE MHP</u>					
012-095-51001	FULL TIME SALARIES	1,186.28	4,963.42	14,330.00	9,366.58	34.6
012-095-51002	PART TIME SALARIES	1,952.25	7,130.85	12,740.00	5,609.15	56.0
012-095-51006	VISION INSURANCE	3.06	14.99	50.00	35.01	30.0
012-095-51007	HEALTH INSURANCE	589.10	2,884.27	7,770.00	4,885.73	37.1
012-095-51008	DENTAL INSURANCE	35.64	174.50	440.00	265.50	39.7
012-095-51010	WORKER'S COMPENSATION	.00	481.62	484.00	2.38	99.5
012-095-51011	MEDICARE TAX	44.62	169.48	402.00	232.52	42.2
012-095-51017	PARS-ARS	25.38	92.72	100.00	7.28	92.7
012-095-51022	PARS SYSTEM	133.74	560.12	1,581.00	1,020.88	35.4
012-095-51024	DEFERRED COMPENSATION	12.74	53.38	151.00	97.62	35.4
012-095-51027	PERS EE/ER	212.98	912.92	2,165.00	1,252.08	42.2
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	41.77	110.00	68.23	38.0
012-095-51046	OPEB	121.48	508.27	1,470.00	961.73	34.6
012-095-52010	UTILITIES	1,179.04	33,087.96	44,000.00	10,912.04	75.2
012-095-52012	OFFICE SUPPLIES & POSTAGE	.00	.00	100.00	100.00	.0
012-095-52015	PROFESSIONAL SERVICES	229.00	619.11	5,000.00	4,380.89	12.4
012-095-52017	WASTE FEES	546.64	2,234.00	7,500.00	5,266.00	29.8
012-095-52018	SPECIAL DEPARTMENT SUPPLIES	469.97	847.29	7,500.00	6,652.71	11.3
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	20,422.00	20,422.00	.00	100.0
012-095-56027	CAPITAL IMPROVEMENT	.00	.00	30,000.00	30,000.00	.0
	TOTAL SUNRISE MHP	6,750.46	84,177.49	166,616.00	82,438.51	50.5
	TOTAL FUND EXPENDITURES	6,750.46	84,177.49	166,616.00	82,438.51	50.5
	NET REVENUE OVER EXPENDITURES	6,638.09	(27,983.81)	(5,096.00)	22,887.81	(549.1)

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GAS TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
003-000-39100	SECTION 2105	2,229.00	6,157.55	23,000.00	16,842.45	26.8
003-000-39110	SECTION 2107-5	.00	1,000.00	1,000.00	.00	100.0
003-000-39120	SECTION 2107	3,063.89	7,965.71	32,000.00	24,034.29	24.9
003-000-39130	SECTION 2106	1,864.80	5,311.03	19,500.00	14,188.97	27.2
003-000-39135	MISC/PROP 42	3,844.07	10,740.82	37,000.00	26,259.18	29.0
003-000-39139	SB 1	9,218.93	27,465.73	99,094.00	71,628.27	27.7
	TOTAL REVENUE	20,220.69	58,640.84	211,594.00	152,953.16	27.7
	TOTAL FUND REVENUE	20,220.69	58,640.84	211,594.00	152,953.16	27.7

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

GAS TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>GAS TAX</u>					
003-030-51001	FULL TIME SALARIES	5,617.19	23,657.32	66,607.41	42,950.09	35.5
003-030-51002	PART TIME SALARIES	54.75	501.35	.00	(501.35)	.0
003-030-51004	OVERTIME WAGES	.00	70.97	1,144.00	1,073.03	6.2
003-030-51006	VISION INSURANCE	10.74	53.65	150.00	96.35	35.8
003-030-51007	HEALTH INSURANCE	2,111.72	10,545.86	27,981.45	17,435.59	37.7
003-030-51008	DENTAL INSURANCE	123.80	618.21	1,500.00	881.79	41.2
003-030-51010	WORKER'S COMPENSATION	.00	1,830.83	1,839.86	9.03	99.5
003-030-51011	MEDICARE TAX	83.92	352.04	1,033.56	681.52	34.1
003-030-51017	PARS-ARS	.72	6.54	.00	(6.54)	.0
003-030-51018	DUTY TIME	251.00	1,085.49	2,080.00	994.51	52.2
003-030-51022	PARS SYSTEM	779.80	3,274.64	9,376.47	6,101.83	34.9
003-030-51024	DEFERRED COMPENSATION	78.59	330.07	948.44	618.37	34.8
003-030-51027	PERS EE/ER	923.29	3,922.29	10,900.25	6,977.96	36.0
003-030-51029	PERS LS UAL	.00	2,688.12	2,695.00	6.88	99.7
003-030-51043	DISABILITY & LIFE INSURANCE	37.06	185.11	450.00	264.89	41.1
003-030-51046	OPEB	575.19	2,416.06	6,875.00	4,458.94	35.1
003-030-52018	SPECIAL DEPARTMENT SUPPLIES	.00	.00	16,000.00	16,000.00	.0
	TOTAL GAS TAX	10,647.77	51,538.55	149,581.44	98,042.89	34.5
	TOTAL FUND EXPENDITURES	10,647.77	51,538.55	149,581.44	98,042.89	34.5
	NET REVENUE OVER EXPENDITURES	9,572.92	7,102.29	62,012.56	54,910.27	11.5

CITY OF BISHOP
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

C.O.P.S.

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>REVENUE</u>					
033-000-33010	INTEREST ON BANK DEPOSITS	962.07	3,747.04	9,570.00	5,822.96	39.2
033-000-39967	COPS/AB 1913	.00	.00	110,000.00	110,000.00	.0
	TOTAL REVENUE	962.07	3,747.04	119,570.00	115,822.96	3.1
	TOTAL FUND REVENUE	962.07	3,747.04	119,570.00	115,822.96	3.1

CITY OF BISHOP
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING OCTOBER 31, 2025

C.O.P.S.

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>C.O.P.S.</u>					
033-033-51004	OVERTIME WAGES	.00	.00	60,000.00	60,000.00	.0
033-033-52018	SPECIAL DEPARTMENT SUPPLIES	1,798.12	1,798.12	30,000.00	28,201.88	6.0
033-033-52019	MISC. DUES & SUBSCRIPTIONS	.00	10,660.00	10,000.00	(660.00)	106.6
033-033-53020	VEHICLE OPERATION	.00	.00	10,000.00	10,000.00	.0
033-033-57000	LEASE PRINCIPAL	5,008.26	35,393.52	90,000.00	54,606.48	39.3
	TOTAL C.O.P.S.	6,806.38	47,851.64	200,000.00	152,148.36	23.9
	TOTAL FUND EXPENDITURES	6,806.38	47,851.64	200,000.00	152,148.36	23.9
	NET REVENUE OVER EXPENDITURES	(5,844.31)	(44,104.60)	(80,430.00)	(36,325.40)	(54.8)

OCTOBER 2025

BANK RECONCILIATION

REPORT



Report Criteria:

Print Outstanding Checks and Deposits and Bank and Book adjustments

Eastern Sierra Checking (Eastern Sierra Checking) (1)

October 31, 2025

Account: 99900010110

Bank Account Number: 006107370

Bank Statement Balance:	2,068,308.76	Book Balance Previous Month:	1,486,960.94
Outstanding Deposits:	2,752.57	Total Receipts:	1,612,386.01
Outstanding Checks:	397,313.92	Total Disbursements:	1,425,599.55
Bank Adjustments:	.01-	Book Adjustments:	.00
Bank Balance:	1,673,747.40	Book Balance:	1,673,747.40
		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	826.00	1229	75.00
1234	558.40	1240	105.00-	1256	2,400.00		
Grand Totals:							2,752.57

Deposits cleared: 82 items

Deposits Outstanding: 15 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
12086	31.99	12129	2,898.00	12474	36.94	12488	31.17
12493	36.94	12502	166.23	12613	120.00	13215	25.00
13247	30.35	13262	43.86	13272	103.89	13280	73.88
13366	210.55	13407	40.00	13415	700.00	13729	312.42
14034	4,632.25	14058	2.74	14082	170.80	14119	39.50-
14119	39.50	14157	2,400.00	14185	345.50	14186	122.21
14201	156.57	14245	33.00	14258	80.00	14266	681.28
14267	274.51	14279	361.37	14285	207.10	14292	153.77
14298	1,680.00	14301	6,383.62	14360	616.82	14361	482.07
14366	56.94	14372	352.83	14377	184.59	14386	93.96
14398	5,226.25	14430	284.66	14439	322.50	14445	475.90
14450	111.28	14460	601.51	14461	301.29	14467	275.19
14471	344.30	14479	25.63	14482	2,500.00	14491	13.60
14496	80.78	14499	6,100.00	14500	25.00	14508	150.00
14514	467.43	14516	284.66	14517	2,781.99	14518	1,680.00
14519	369.23	14520	55.50	14521	39.45	14522	6,100.22
14523	551.55	14524	1,924.18	14525	36,475.26	14526	12,188.54
14527	1,738.42	14528	552.16	14529	322.52	14530	322.50

Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount	Check Number	Check Amount
14531	916.53	14535	3,445.00	14536	24.00	14540	1,619.13
14549	2,428.08	14550	18,063.21	14551	388.00	14553	61.33
14556	350.00	14557	950.09	14558	475.41	14565	3,474.94
14566	461.00	14567	12,000.00	14568	560.91	14569	2,805.62
14570	54.80	14571	220.00	14572	64.00	14573	3,225.58
14574	9,663.23	14575	431.00	14576	789.35	14577	2,970.00
14578	310.55	14579	3,043.03	14580	2,643.00	14581	36,500.00
14582	174.98	14583	45.68	14584	400.00	14585	2,234.32
14586	710.07	14587	185.00	14588	1,812.27	14589	140.43
14590	3,476.00	14591	3,813.62	14592	63.94	14594	259.83
14595	261.12	14596	2,402.04	14597	3,085.31	14598	761.18
14599	189.78	14600	291.57	14601	180.30	14602	953.04
14603	939.04	14604	66.43	14605	3,951.80	14606	34.17
14607	277.87	14608	677.90	14609	123.87	14610	80.35
14611	175.12	14612	284.66	14613	369.23	14614	27.75
14615	20.47	14616	15,663.89	14617	5,347.11	14618	1,465.98
75403	8.00	71125300	.73-	101725202	3,985.46	101725204	36,331.21
103125200	7,579.00	103125201	3,985.46	103125202	23,724.18	103125203	36,385.99
103125204	1,817.05						
Grand Totals:							397,313.92

Checks cleared: 278 items

Checks Outstanding: 173 items

Bank Adjustments Section

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

Book Adjustments Section

OCTOBER 2025 COMBINED CASH REPORT



CITY OF BISHOP
COMBINED CASH
OCTOBER 31, 2025

COMBINED CASH ACCOUNTS

999-000-10110	CASH IN BANK	1,669,126.92
999-000-10111	LAIF INVESTMENT	914,723.81
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	28,875.49
999-000-10116	CALIFORNIA CLASS INVESTMENT	20,017,424.79
999-000-10117	CASH IN BANK STRIPE	.00
999-000-10175	CASH CLEARING UTILITIES	17,911.12
999-000-10176	BUSINESS CASH CLEARING	.00
999-000-10177	DEPOSITS IN TRANSIT	.00
TOTAL COMBINED CASH		22,666,550.45
999-000-10100	CASH ALLOCATED TO FUNDS	(22,666,550.45)
TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	11,286,487.17
2	ALLOCATION TO SEWER FUND	2,824,042.72
3	ALLOCATION TO GAS TAX	489,589.93
4	ALLOCATION TO WATER FUND	2,610,532.92
5	ALLOCATION TO RFPD	708,431.85
6	ALLOCATION TO IMBC FIDUCIARY	.00
7	ALLOCATION TO LOCAL TRANSPORTATION FUND	124,926.82
8	ALLOCATION TO BOND AND TRUST FUND	128,895.38
9	ALLOCATION TO TRAFFIC SAFETY	8,141.29
10	ALLOCATION TO TUT MEASURE A	1,188,343.50
11	ALLOCATION TO ASSET FORFEITURE	5,782.62
12	ALLOCATION TO SUNRISE MHP	417,158.29
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	1,680,116.54
21	ALLOCATION TO CANINE DONATION	8,012.54
22	ALLOCATION TO HEAVY EQUIPMENT REPLACEMENT	159,112.54
23	ALLOCATION TO PROPERTY/HOUSING DEVELOPMENT	76,073.74
24	ALLOCATION TO BAWA	85,791.91
25	ALLOCATION TO WAYFINDING & SIGNAGE PROJECT	.00
26	ALLOCATION TO PLHA FUND	220,061.18
29	ALLOCATION TO FUND 029	.00
33	ALLOCATION TO C.O.P.S.	231,910.94
37	ALLOCATION TO HOME FUNDS/WILLOW ST	128,632.26
54	ALLOCATION TO STIP E. LINE ST. BRIDGE REPL.	138,284.83
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

CITY OF BISHOP
COMBINED CASH
OCTOBER 31, 2025

71 ALLOCATION TO SILVER PEAK/IMACA	.00
72 ALLOCATION TO VALLEY APTS/13 CDBG 8972	18,121.48
TOTAL ALLOCATIONS TO OTHER FUNDS	22,666,550.45
ALLOCATION FROM COMBINED CASH FUND - 999-000-10100	(22,666,550.45)
ZERO PROOF IF ALLOCATIONS BALANCE	.00

OCTOBER 2025

INVESTMENT PORTFOLIO

REPORT



INVESTMENT ACCOUNTS

LAIF

STATEMENT PERIOD: OCTOBER 2025

ENDING BALANCE: \$914,723.81

AVERAGE MONTHLY YIELD: 4.150%

CALIFORNIA CLASS

STATEMENT PERIOD: OCTOBER 2025

ENDING BALANCE: \$20,017,424.79

AVERAGE MONTHLY YIELD: 4.189%

COMBINED CITY OF BISHOP INVESTMENTS

STATEMENT PERIOD: OCTOBER 2025

ENDING BALANCE: \$20,932,148.60

AVERAGE MONTHLY YIELD: 4.187%

California State Treasurer
Fiona Ma, CPA



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

December 03, 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

October 2025 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/15/2025	10/14/2025	QRD	1785302	N/A	SYSTEM	9,884.31

Account Summary

Total Deposit:	9,884.31	Beginning Balance:	904,839.50
Total Withdrawal:	0.00	Ending Balance:	914,723.81



PMIA/LAIF Performance Report as of 12/03/25



Quarterly Performance Quarter Ended 9/30/25

LAIF Apportionment Rate ⁽²⁾ :	4.34
LAIF Earnings Ratio ⁽²⁾ :	0.00011893333163814
LAIF Administrative Cost ^{(1)*} :	0.26
LAIF Fair Value Factor ⁽¹⁾ :	1.001929581
PMIA Daily ⁽¹⁾ :	4.19
PMIA Quarter to Date ⁽¹⁾ :	4.24
PMIA Average Life ⁽¹⁾ :	254

PMIA Average Monthly Effective Yields⁽¹⁾

November	4.096
October	4.150
September	4.212
August	4.251
July	4.258
June	4.269

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 10/31/25 \$156.2 billion

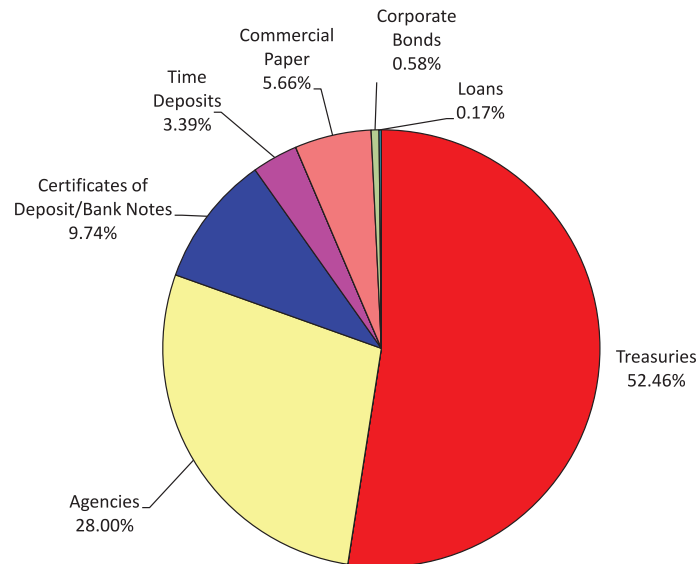


Chart does not include \$961,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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



0000:70-00007:2 PDF: 850683

City of Bishop
377 W Line Street
Bishop, CA 93514

California CLASS

California CLASS

Average Monthly Yield: 4.1889%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0180-0001	City of Bishop	20,246,391.88	0.00	300,000.00	71,032.91	729,689.51	19,958,360.68	20,017,424.79
TOTAL		20,246,391.88	0.00	300,000.00	71,032.91	729,689.51	19,958,360.68	20,017,424.79



City of Bishop

Account Summary

Average Monthly Yield: 4.1889%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	20,246,391.88	0.00	300,000.00	71,032.91	729,689.51	19,958,360.68	20,017,424.79

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2025	Beginning Balance			20,246,391.88	
10/02/2025	Withdrawal		300,000.00		14170
10/31/2025	Income Dividend Reinvestment	71,032.91			
10/31/2025	Ending Balance			20,017,424.79	

California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
10/01/2025	0.000115149	4.2029%
10/02/2025	0.000114883	4.1932%
10/03/2025	0.000344187	4.1876%
10/04/2025	0.000000000	4.1876%
10/05/2025	0.000000000	4.1876%
10/06/2025	0.000114365	4.1743%
10/07/2025	0.000114012	4.1614%
10/08/2025	0.000113728	4.1511%
10/09/2025	0.000113608	4.1467%
10/10/2025	0.000454972	4.1516%
10/11/2025	0.000000000	4.1516%
10/12/2025	0.000000000	4.1516%
10/13/2025	0.000000000	4.1516%
10/14/2025	0.000114079	4.1639%
10/15/2025	0.000114722	4.1873%
10/16/2025	0.000116152	4.2396%
10/17/2025	0.000347001	4.2219%
10/18/2025	0.000000000	4.2219%
10/19/2025	0.000000000	4.2219%
10/20/2025	0.000114626	4.1839%
10/21/2025	0.000114669	4.1854%
10/22/2025	0.000115105	4.2013%
10/23/2025	0.000115175	4.2039%
10/24/2025	0.000345894	4.2084%
10/25/2025	0.000000000	4.2084%
10/26/2025	0.000000000	4.2084%
10/27/2025	0.000115556	4.2178%
10/28/2025	0.000116013	4.2345%
10/29/2025	0.000116308	4.2452%
10/30/2025	0.000114364	4.1743%
10/31/2025	0.000113163	4.1305%

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.**

OCTOBER 2025

WARRANT REGISTER REPORT



TO: CITY COUNCIL/CITY ADMINISTRATOR

FROM: FINANCE DIRECTOR

DATE: DECEMBER 4, 2025

**SUBJECT: APPROVAL OF WARRANT REGISTER FOR THE MONTH OF
OCTOBER 2025**

COMMERCIAL WARRANTS

CHECK #14119,14341,14358-14362,
14364-14618

AMOUNT ISSUED: \$527,898.85

MANUAL CHECKS & PAYROLL WARRANTS

AMOUNT ISSUED: \$897,700.70

TOTAL

AMOUNT ISSUED: \$1,425,599.55

Journal	Payee or Description	Date	Check Number	Amount
CD	Gonzalez B of A Credit Card payment October 2025	10/31/2025	1	2,267.01
CD	Dishion B of A Credit Card payment October 2025	10/31/2025	2	618.08
CD	Gomez B of A Credit Card payment October 2025	10/31/2025	3	569.88
CD	Derr B of A Credit Card payment October 2025	10/31/2025	4	6,876.83
CD	Grisham B of A Credit Card payment October 2025	10/31/2025	5	2,518.96
CD	Milici B of A Credit Card payment October 2025	10/31/2025	6	2,256.88
CD	McElroy B of A Credit Card payment October 2025	10/31/2025	7	259.02
CD	Reynolds B of A Credit Card payment October 2025	10/31/2025	8	1,463.57
CD	Gamino B of A Credit Card payment October 2025	10/31/2025	9	52.88
CD	Poole B of A Credit Card payment October 2025	10/31/2025	10	655.73
CD	CALPERS RETIREE MED & ADJ - SEPT BILL FOR OCT PREMIUM	10/31/2025	11	58,831.29
CD	CALPERS EPMC & ADJ - 9/15/25 TO 9/28/25	10/31/2025	12	912.02
CD	CALPERS RETIREE MED & ADJ- OCT BILL FOR NOV PREMIUM	10/31/2025	13	58,699.39
CD	Russel B of A Credit Card payment October 2025	10/31/2025	14	589.55
CD	Chase Paymentech Fee	10/31/2025	15	535.79
CD	Chase Paymentech Fee	10/31/2025	16	715.31
CD	Bamboo HR October 2025	10/31/2025	17	99.00
CD	Xpress Bill Pay Fee	10/31/2025	18	782.53
CD	Bamboo HR October-November 2025	10/31/2025	19	1,908.36
CD	Enterprise Lease Payment October 2025	10/31/2025	20	10,491.01
CD	Recording Error Check #14397 (Memo)	10/31/2025	21	6,249.71
CD	CALPERS EPMC & ADJ - 9/1/25 TO 9/14/25	10/31/2025	25	1,361.14
CDA	COMMUNITY PRINTING	10/03/2025	14119	39.50-
CDA	JAKE KIDDOO	10/01/2025	14341	911.13-
CDP	UNDERHILL, CHERYL L.	10/03/2025	14358	63.94
CDP	SANTANA, FRANCISCO	10/03/2025	14359	1,412.94
CDP	SANTANA, MISAEI	10/03/2025	14360	616.82
CDP	COKELEY, RACHEL D	10/03/2025	14361	482.07
CDP	GRISHAM, AMANDA R	10/03/2025	14362	3,498.90
CDP	NAVALES, RYAN	10/03/2025	14364	956.94
CDP	JACKSON, THOMAS E.	10/03/2025	14365	778.46
CDP	POOL, PRESTON	10/03/2025	14366	56.94
CDP	BRAATEN, BRAD	10/03/2025	14367	252.16
CDP	MADERA, JOCELYN	10/03/2025	14368	341.61
CDP	ENNIS, JERRY	10/03/2025	14369	953.04
CDP	ENNIS, KAREN	10/03/2025	14370	939.04
CDP	DERR, LEVI	10/03/2025	14371	303.64
CDP	SANTANA, ALONDRA	10/03/2025	14372	352.83
CDP	RUSSELL, BRET	10/03/2025	14373	3,840.54
CDP	MONDRAGON, DONOVAN	10/03/2025	14374	76.88
CDP	RAGER, ARIANA	10/03/2025	14375	196.48
CDP	FITT, CALEB	10/03/2025	14376	234.10
CDP	HAVERSTOCK, CLARE	10/03/2025	14377	184.59
CDP	DONDERO, JESIAH	10/03/2025	14378	303.64
CDP	BANK, LOU	10/03/2025	14379	306.97
CDP	GANOUNG, INDIGO	10/03/2025	14380	2,802.55
CDP	CLARK, DACIA	10/03/2025	14381	410.33
CDP	DEVINCENT, MALEAH	10/03/2025	14382	145.22
CDP	DAVIS, ELLARY	10/03/2025	14383	258.70
CDP	JOHNSON, BRADY	10/03/2025	14384	293.24
CDP	NOESSER, COLIN	10/03/2025	14385	234.92
CDP	MARTINEZ, DULCE	10/03/2025	14386	93.96
CDP	CORTES, GETHSEMANIE	10/03/2025	14387	170.85
CDP	CHIRRIK, HALLE	10/03/2025	14388	106.78
CDP	TAYLOR, ASHLEY	10/03/2025	14389	127.21
CDA	AlsoEnergy	10/02/2025	14390	7,666.00
CDA	Amit Kapadia	10/02/2025	14391	100.00
CDA	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	10/02/2025	14392	9,706.40

Journal	Payee or Description	Date	Check Number	Amount
CDA	BISHOP HEATING & AIR CONDITIONING INC.	10/02/2025	14393	295.15
CDA	BISHOP LOCKSMITH	10/02/2025	14394	233.50
CDA	BURTONS FIRE INC	10/02/2025	14395	2,905.00
CDA	CALIFORNIA BROADBAND	10/02/2025	14396	710.64
CDA	CARMICHAEL BUSINESS TECH.	10/02/2025	14397	.00
CDA	CASCADE FIRE EQUIPMENT CO	10/02/2025	14398	5,226.25
CDA	Complete Paperless Solutions, LLC	10/02/2025	14399	3,415.00
CDA	CREATIVE IMAGE EMBROIDERY	10/02/2025	14400	49.09
CDA	DEPT OF WATER AND POWER	10/02/2025	14401	5,931.13
CDA	DESTON DISHION	10/02/2025	14402	150.00
CDA	EAN SERVICES, LLC	10/02/2025	14403	525.95
CDA	EASTERN SIERRA TRI-COUNTY	10/02/2025	14404	1,250.00
CDA	Ecolab	10/02/2025	14405	675.25
CDA	FRONTIER	10/02/2025	14406	626.31
CDA	HIGH COUNTRY LUMBER	10/02/2025	14407	1,782.69
CDA	Instrument LLC	10/02/2025	14408	3,892.47
CDA	INYO COUNTY RECYCLING & WASTE MANAGEMENT	10/02/2025	14409	581.56
CDA	JAKE KIDDOO	10/02/2025	14410	911.13
CDA	JOSE GARCIA	10/02/2025	14411	729.90
CDA	KAREN KONG	10/02/2025	14412	729.90
CDA	Kiley & Associates LLC	10/02/2025	14413	4,000.00
CDA	L.N Curtis & Sons	10/02/2025	14414	314.29
CDA	Pamela Foster	10/02/2025	14415	779.90
CDA	PD Investigative Petty Cash	10/02/2025	14416	500.00
CDA	Pilot Thomas Logistics	10/02/2025	14417	203.26
CDA	ROBIN PICKEN	10/02/2025	14418	804.10
CDA	Rojas Communications Group	10/02/2025	14419	2,500.00
CDA	SOUTHERN CALIFORNIA EDISON	10/02/2025	14420	5,358.67
CDA	STEVE'S AUTO & TRUCK PART	10/02/2025	14421	2,159.45
CDA	TARGET SPECIALTY PRODUCTS	10/02/2025	14422	519.93
CDA	UNDERGROUND SERVICE ALERT	10/02/2025	14423	16.00
CDA	VERIZON WIRELESS	10/02/2025	14424	1,942.93
CDA	WESTERN NEVADA SUPPLY CO.	10/02/2025	14425	410.18
CDA	Willdan Engineering	10/02/2025	14426	440.00
CDA	Witmer Public Safety Group, Inc	10/02/2025	14427	467.43
CDP	ELLSWORTH, JOSHUA J.	10/03/2025	14428	20,524.58
CDP	REYNOLDS, JIM	10/03/2025	14429	4,039.96
CDPT	AMERICAN FIDELITY	10/06/2025	14430	284.66
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	10/06/2025	14431	369.23
CDPT	US BANK TRUST WESTERN REGION	10/06/2025	14432	2,096.38
CDPT	Eric Pritchard, Sheriff	10/07/2025	14433	39.45
CDA	BROWN'S SUPPLY	10/09/2025	14434	20.01
CDA	BURTONS FIRE INC	10/09/2025	14435	2,173.47
CDA	CARMICHAEL BUSINESS TECH.	10/09/2025	14436	360.00
CDA	CASCADE FIRE EQUIPMENT CO	10/09/2025	14437	3,932.19
CDA	CASELLE, INC.	10/09/2025	14438	2,301.00
CDA	CODY LAWSON	10/09/2025	14439	322.50
CDA	DEPT OF WATER AND POWER	10/09/2025	14440	1,840.03
CDA	Dewey Services Inc	10/09/2025	14441	1,539.00
CDA	Dominic Jahn	10/09/2025	14442	236.50
CDA	FAILSAFE TESTING, LLC	10/09/2025	14443	2,800.00
CDA	Haaker Equipment Company	10/09/2025	14444	9,789.69
CDA	HECTOR MARTINEZ	10/09/2025	14445	475.90
CDA	HUNT PROPANE, INC.	10/09/2025	14446	1,557.86
CDA	JANA CURRIE	10/09/2025	14447	60.22
CDA	MANOR TRUE VALUE HARDWARE	10/09/2025	14448	10.66
CDA	MISSION LINEN & UNIFORM	10/09/2025	14449	61.33
CDA	MSA-DENTAL POOL	10/09/2025	14450	111.28

Journal	Payee or Description	Date	Check Number	Amount
CDA	Pilot Thomas Logistics	10/09/2025	14451	4,311.26
CDA	PREFERRED SEPTIC	10/09/2025	14452	3,303.55
CDA	PTS	10/09/2025	14453	85.00
CDA	RAMONS AUTO DETAIL	10/09/2025	14454	900.00
CDA	RIGHT WAY POOL & SPA	10/09/2025	14455	76.93
CDA	SOUTHERN CALIFORNIA EDISON	10/09/2025	14456	3,032.21
CDA	Urine Luck Portables and Septic	10/09/2025	14457	185.00
CDP	UNDERHILL, CHERYL L.	10/17/2025	14458	63.94
CDP	SANTANA, FRANCISCO	10/17/2025	14459	1,461.24
CDP	SANTANA, MISAEAL	10/17/2025	14460	601.51
CDP	COKELEY, RACHEL D	10/17/2025	14461	301.29
CDP	GRISHAM, AMANDA R	10/17/2025	14462	2,465.38
CDP	REYNOLDS, JIM	10/17/2025	14463	3,049.03
CDP	NAVALES, RYAN	10/17/2025	14464	1,022.60
CDP	JACKSON, THOMAS E.	10/17/2025	14465	761.18
CDP	BRAATEN, BRAD	10/17/2025	14466	423.71
CDP	MADERA, JOCELYN	10/17/2025	14467	275.19
CDP	ENNIS, JERRY	10/17/2025	14468	953.04
CDP	ENNIS, KAREN	10/17/2025	14469	939.04
CDP	DERR, LEVI	10/17/2025	14470	246.72
CDP	SANTANA, ALONDRA	10/17/2025	14471	344.30
CDP	RUSSELL, BRET	10/17/2025	14472	3,840.54
CDP	MONDRAGON, DONOVAN	10/17/2025	14473	51.26
CDP	RAGER, ARIANA	10/17/2025	14474	226.38
CDP	DONDERO, JESIAH	10/17/2025	14475	246.72
CDP	BANK, LOU	10/17/2025	14476	702.87
CDP	CORTES, GETHSEMANIE	10/17/2025	14477	128.14
CDP	TAYLOR, ASHLEY	10/17/2025	14478	331.40
CDP	HERNANDEZ, JOCELYN	10/17/2025	14479	25.63
CDA	ALPINE PAINT OF BISHOP	10/17/2025	14480	483.51
CDA	AP Triton, LLC	10/17/2025	14481	1,170.02
CDA	BISHOP VOLUNTEER FIRE	10/17/2025	14482	2,500.00
CDA	BSK ASSOCIATES	10/17/2025	14483	199.00
CDA	CALIFORNIA BROADBAND	10/17/2025	14484	512.95
CDA	CALIFORNIA BUILDING STANDARDS COMMISSION	10/17/2025	14485	45.90
CDA	CANON FINANCIAL SERVICES	10/17/2025	14486	1,410.31
CDA	CARMICHAEL BUSINESS TECH.	10/17/2025	14487	6,249.71
CDA	Comcast Business	10/17/2025	14488	791.96
CDA	COMMUNITY PRINTING	10/17/2025	14489	421.95
CDA	CREATIVE IMAGE EMBROIDERY	10/17/2025	14490	303.86
CDA	DIVISION OF THE STATE ARCHITECT	10/17/2025	14491	13.60
CDA	FEDEX	10/17/2025	14492	8.95
CDA	FirstTwo, Inc	10/17/2025	14493	3,600.00
CDA	FRONTIER	10/17/2025	14494	80.44
CDA	Jones Mayer	10/17/2025	14495	13,442.62
CDA	JOSE GARCIA	10/17/2025	14496	80.78
CDA	L.N Curtis & Sons	10/17/2025	14497	482.47
CDA	LANDSCAPE SOLUTIONS	10/17/2025	14498	2,254.00
CDA	LARRY BAIN, CPA	10/17/2025	14499	6,100.00
CDA	LONE PINE CHAMBER	10/17/2025	14500	25.00
CDA	MISSION LINEN & UNIFORM	10/17/2025	14501	125.60
CDA	MONO COUNTY DEPARTMENT OF FINANCE	10/17/2025	14502	25,000.00
CDA	MR. K. AUTOMOTIVE SERVICE INC.	10/17/2025	14503	1,469.29
CDA	OPTIMUM	10/17/2025	14504	1,142.01
CDA	Paradox Fitness	10/17/2025	14505	138.00
CDA	QUILL CORP	10/17/2025	14506	196.26
CDA	RAMONS AUTO DETAIL	10/17/2025	14507	650.00
CDA	Richard & Terry Foster	10/17/2025	14508	150.00

Journal	Payee or Description	Date	Check Number	Amount
CDA	RIGHT WAY POOL & SPA	10/17/2025	14509	750.11
CDA	SHREDPRO, INC	10/17/2025	14510	76.00
CDA	THE FED-UP STORE	10/17/2025	14511	590.00
CDA	VERIZON BUSINESS	10/17/2025	14512	72.06
CDA	WESTERN NEVADA SUPPLY CO.	10/17/2025	14513	342.41
CDA	Witmer Public Safety Group, Inc	10/17/2025	14514	467.43
CDA	Wood Rodgers Inc	10/17/2025	14515	2,532.50
CDPT	AMERICAN FIDELITY	10/17/2025	14516	284.66
CDPT	AMERICAN FIDELITY	10/17/2025	14517	2,781.99
CDPT	BPOA	10/17/2025	14518	1,680.00
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	10/17/2025	14519	369.23
CDPT	COBEA	10/17/2025	14520	55.50
CDPT	Franchise Tax Board	10/17/2025	14521	39.45
CDPT	MSA-DENTAL POOL	10/17/2025	14522	6,100.22
CDPT	TEXAS LIFE INSURANCE COMPANY	10/17/2025	14523	551.55
CDPT	THE HARTFORD	10/17/2025	14524	1,924.18
CDPT	U.S Bank PARS Account #: 6746050100	10/17/2025	14525	36,475.26
CDPT	US BANK TRUST WESTERN REGION	10/17/2025	14526	12,188.54
CDPT	US BANK TRUST WESTERN REGION	10/17/2025	14527	1,738.42
CDPT	VISION SERVICE PLAN	10/17/2025	14528	552.16
CDA	ADAM MARCELLIN	10/23/2025	14529	322.52
CDA	ALENA DONDERO	10/23/2025	14530	322.50
CDA	AT&T Mobility LLC	10/23/2025	14531	916.53
CDA	ATKINSON, ANDELSON, LOYA, RUUD AND ROMO	10/23/2025	14532	1,343.07
CDA	BAKER SUPPLIES & REPAIRS	10/23/2025	14533	555.71
CDA	BISHOP AUTOMOTIVE CENTER	10/23/2025	14534	824.50
CDA	Bishop Bronco Booster Club	10/23/2025	14535	3,445.00
CDA	BISHOP PAIUTE TRIBAL	10/23/2025	14536	24.00
CDA	BSK ASSOCIATES	10/23/2025	14537	1,055.69
CDA	BSN SPORTS INC.	10/23/2025	14538	294.02
CDA	BURTONS FIRE INC	10/23/2025	14539	1,758.75
CDA	CARMICHAEL BUSINESS TECH.	10/23/2025	14540	1,619.13
CDA	DEPT OF JUSTICE	10/23/2025	14541	615.00
CDA	Dept of Tax and Fee Admin	10/23/2025	14542	48.00
CDA	DEPT OF WATER AND POWER	10/23/2025	14543	7,832.31
CDA	FRONTIER	10/23/2025	14544	809.24
CDA	GALLS, LLC	10/23/2025	14545	27.62
CDA	INYO COUNTY BUILDING & SAFETY	10/23/2025	14546	18,750.00
CDA	INYO COUNTY ENVIRONMENTAL	10/23/2025	14547	2,989.00
CDA	INYO COUNTY RECORDER	10/23/2025	14548	50.00
CDA	Inyo Register	10/23/2025	14549	2,428.08
CDA	Lechowicz & Tseng Municipal Consultants	10/23/2025	14550	18,063.21
CDA	LIEBERT CASSIDY WHITMORE	10/23/2025	14551	388.00
CDA	MANOR TRUE VALUE HARDWARE	10/23/2025	14552	7.06
CDA	MISSION LINEN & UNIFORM	10/23/2025	14553	61.33
CDA	MuniServices	10/23/2025	14554	27.42
CDA	PARS PHASE II SYSTEMS	10/23/2025	14555	1,568.31
CDA	PEREZ QUALITY TIRES	10/23/2025	14556	350.00
CDA	QUADIENT LEASING USA, INC.	10/23/2025	14557	950.09
CDA	QUILL CORP	10/23/2025	14558	475.41
CDA	RAMONS AUTO DETAIL	10/23/2025	14559	400.00
CDA	RIGHT WAY POOL & SPA	10/23/2025	14560	2,013.04
CDA	Robin Ludovico	10/23/2025	14561	187.00
CDA	SOUTHERN CALIFORNIA EDISON	10/23/2025	14562	4,461.72
CDA	WESTERN NEVADA SUPPLY CO.	10/23/2025	14563	1,562.66
CDA	Wood Rodgers Inc	10/23/2025	14564	7,334.07
CDA	Adamson Police Products	10/31/2025	14565	3,474.94
CDA	Alliant Insurance Services, Inc	10/31/2025	14566	461.00

Journal	Payee or Description	Date	Check Number	Amount
CDA	BISHOP LITTLE LEAGUE	10/31/2025	14567	12,000.00
CDA	BSK ASSOCIATES	10/31/2025	14568	560.91
CDA	CARMICHAEL BUSINESS TECH.	10/31/2025	14569	2,805.62
CDA	CHRIS COSTELLO	10/31/2025	14570	54.80
CDA	Daniel Burton	10/31/2025	14571	220.00
CDA	DEPT OF JUSTICE	10/31/2025	14572	64.00
CDA	DEPT OF WATER AND POWER	10/31/2025	14573	3,225.58
CDA	Eastside Student Center	10/31/2025	14574	9,663.23
CDA	ELDRIDGE ELECTRIC & SON	10/31/2025	14575	431.00
CDA	FRONTIER	10/31/2025	14576	789.35
CDA	HELIX ENVIRONMENTAL PLANNING, INC	10/31/2025	14577	2,970.00
CDA	HUNT PROPANE, INC.	10/31/2025	14578	310.55
CDA	INYO COUNTY INFORMATION SERVICES	10/31/2025	14579	3,043.03
CDA	JANA CURRIE	10/31/2025	14580	2,643.00
CDA	LARRY BAIN, CPA	10/31/2025	14581	36,500.00
CDA	PETTY CASH - POLICE DEPT.	10/31/2025	14582	174.98
CDA	PINTAIL IMAGING	10/31/2025	14583	45.68
CDA	RAMONS AUTO DETAIL	10/31/2025	14584	400.00
CDA	SOUTHERN CALIFORNIA EDISON	10/31/2025	14585	2,234.32
CDA	Stryker Sales Corporation	10/31/2025	14586	710.07
CDA	Urine Luck Portables and Septic	10/31/2025	14587	185.00
CDA	VERIZON WIRELESS	10/31/2025	14588	1,812.27
CDA	WESTERN NEVADA SUPPLY CO.	10/31/2025	14589	140.43
CDA	Willdan Engineering	10/31/2025	14590	3,476.00
CDP	HOHENSTEIN, BRIAN A.	10/31/2025	14591	3,813.62
CDP	UNDERHILL, CHERYL L.	10/31/2025	14592	63.94
CDP	SANTANA, FRANCISCO	10/31/2025	14593	1,579.79
CDP	SANTANA, MISAEAL	10/31/2025	14594	259.83
CDP	COKELEY, RACHEL D	10/31/2025	14595	261.12
CDP	GRISHAM, AMANDA R	10/31/2025	14596	2,402.04
CDP	REYNOLDS, JIM	10/31/2025	14597	3,085.31
CDP	JACKSON, THOMAS E.	10/31/2025	14598	761.18
CDP	POOL, PRESTON	10/31/2025	14599	189.78
CDP	BRAATEN, BRAD	10/31/2025	14600	291.57
CDP	MADERA, JOCELYN	10/31/2025	14601	180.30
CDP	ENNIS, JERRY	10/31/2025	14602	953.04
CDP	ENNIS, KAREN	10/31/2025	14603	939.04
CDP	SANTANA, ALONDRA	10/31/2025	14604	66.43
CDP	RUSSELL, BRET	10/31/2025	14605	3,951.80
CDP	MONDRAGON, DONOVAN	10/31/2025	14606	34.17
CDP	RAGER, ARIANA	10/31/2025	14607	277.87
CDP	BANK, LOU	10/31/2025	14608	677.90
CDP	CORTES, GETHSEMANIE	10/31/2025	14609	123.87
CDP	TAYLOR, ASHLEY	10/31/2025	14610	80.35
CDP	HERNANDEZ, JOCELYN	10/31/2025	14611	175.12
CDPT	AMERICAN FIDELITY	10/31/2025	14612	284.66
CDPT	CALIFORNIA STATE DISBURSEMENT UNIT	10/31/2025	14613	369.23
CDPT	COBEA	10/31/2025	14614	27.75
CDPT	Franchise Tax Board	10/31/2025	14615	20.47
CDPT	U.S Bank PARS Account #: 6746050100	10/31/2025	14616	15,663.89
CDPT	US BANK TRUST WESTERN REGION	10/31/2025	14617	5,347.11
CDPT	US BANK TRUST WESTERN REGION	10/31/2025	14618	1,465.98
CDP	DIRECT DEPOSIT TOTAL	10/03/2025	92201	130,925.62
CDP	DIRECT DEPOSIT TOTAL	10/17/2025	92202	122,383.99
CDP	DIRECT DEPOSIT TOTAL	10/31/2025	92203	126,155.61
CDPT	EMPLOYMENT DEV. DEPT.	10/01/2025	92625000	4,787.00
CDPT	IRS	10/01/2025	92625001	12,104.97
CDPT	EMPLOYMENT DEV. DEPT.	10/06/2025	100325200	11,299.00

Journal	Payee or Description	Date	Check Number	Amount
CDPT	GREAT-WEST LIFE & ANNUITY	10/06/2025	100325201	4,948.81
CDPT	IRS	10/06/2025	100325202	34,428.23
CDPT	PERS	10/06/2025	100325203	39,758.66
CDPT	PERS DEFERRED COMP	10/06/2025	100325204	1,765.53
CDPT	CALPERS MEDICAL	10/17/2025	101725200	104,995.72
CDPT	EMPLOYMENT DEV. DEPT.	10/17/2025	101725201	7,096.00
CDPT	GREAT-WEST LIFE & ANNUITY	10/17/2025	101725202	3,985.46
CDPT	IRS	10/17/2025	101725203	22,763.74
CDPT	PERS	10/17/2025	101725204	36,331.21
CDPT	PERS DEFERRED COMP	10/17/2025	101725205	1,765.53
CDPT	EMPLOYMENT DEV. DEPT.	10/31/2025	103125200	7,579.00
CDPT	GREAT-WEST LIFE & ANNUITY	10/31/2025	103125201	3,985.46
CDPT	IRS	10/31/2025	103125202	23,724.18
CDPT	PERS	10/31/2025	103125203	36,385.99
CDPT	PERS DEFERRED COMP	10/31/2025	103125204	1,817.05
Grand Totals:				<u><u>1,425,599.55</u></u>

CITY OF BISHOP

2026

MEETINGS

Council Chambers

<u>CITY COUNCIL</u>	<u>PLANNING COMMISSION</u>	<u>PARKS & REC COMMISSION</u>
2nd and 4th Monday of each month at 6:00 p.m.	Tuesday following the 2nd Council Meeting of each month at 6:00 p.m.	4th Wednesday of each month at 6:00 p.m.
MONDAY JANUARY 12		
MONDAY JANUARY 26	TUESDAY JANUARY 27	WEDNESDAY JANUARY 28
MONDAY FEBRUARY 9		
MONDAY FEBRUARY 23	TUESDAY FEBRUARY 24	WEDNESDAY FEBRUARY 25
MONDAY MARCH 9		
MONDAY MARCH 23 - CANCELLED	TUESDAY MARCH 24	WEDNESDAY MARCH 25
MONDAY APRIL 13		
MONDAY APRIL 27	TUESDAY APRIL 28	WEDNESDAY APRIL 22
MONDAY MAY 11		
TUESDAY*** MAY 26 - CANCELLED	WEDNESDAY*** MAY 27	THURSDAY*** MAY 28
MONDAY JUNE 8		
MONDAY JUNE 22	TUESDAY JUNE 23	WEDNESDAY JUNE 24
MONDAY JULY 13		
MONDAY JULY 27	TUESDAY JULY 28	WEDNESDAY JULY 22
MONDAY AUGUST 10		
MONDAY AUGUST 24	TUESDAY AUGUST 25	WEDNESDAY AUGUST 26
MONDAY SEPTEMBER 14		
MONDAY SEPTEMBER 28	TUESDAY SEPTEMBER 29	WEDNESDAY SEPTEMBER 23
MONDAY OCTOBER 12		
MONDAY OCTOBER 26	TUESDAY OCTOBER 27	WEDNESDAY OCTOBER 28
MONDAY NOVEMBER 9		
MONDAY NOVEMBER 23 - CANCELLED	TUESDAY NOVEMBER 24	WEDNESDAY NOVEMBER 25
MONDAY DECEMBER 14		
MONDAY DECEMBER 28 - CANCELLED	TUESDAY DECEMBER 29	WEDNESDAY DECEMBER 23

* = Change in regular meeting date due to keeping the scheduled meeting dates to one per month

*** = Change in regular meeting date due to holiday



Agenda Item: 9.D
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **ORDINANCE - Second Reading and Adoption of an Ordinance Relating to Establishing an Industrial Waste Discharge Program**
Prepared On: November 19, 2025
Attachments: Ordinance No. XXX Update to Title 13 Water and Sewer Ordinance

Background/History:

The City of Bishop operates a publicly owned treatment works (POTW) that provides wastewater collection and treatment for the community. The City's existing Municipal Code does not provide a permitting mechanism for the discharge of non-domestic or industrial wastewater into the sewer system.

Recently, an environmental contractor began removal of underground storage tanks (USTs) at a former gas station site. Groundwater infiltration requires dewatering of the excavation area, and the extracted water contains hydrocarbons that must be treated and disposed of properly to complete remediation. Discharging the dewatered groundwater to the City's sewer system is the only practical option available that meets environmental and public health requirements.

Because the City does not currently have a permit process for these types of discharges, staff is proposing a new Industrial Waste Discharge Program (Chapter 13.14) to establish a lawful, protective, and cost-recovering process for evaluating and permitting such discharges.

The City Council approved the first reading and introduction of this ordinance at their November 10, 2025 Regular Meeting.

Analysis/Discussion:

The proposed ordinance, titled Chapter 13.14 – Industrial Waste Discharge Permit Program, establishes a regulatory framework for the temporary or industrial discharge of non-domestic wastewater into the City's sewer system. The ordinance aligns with the Clean Water Act (33 U.S.C. §1251 et seq.), 40 CFR Part 403 (General Pretreatment Regulations), and the Porter-Cologne Water Quality Control Act.

Key provisions include:

- Permit Requirement: A Wastewater Discharge Permit (WDP) must be obtained prior to

any non-domestic discharge to the POTW.

- Permit Conditions: Each permit will specify pollutant limits, flow restrictions, sampling frequency, and reporting requirements.
- Enforcement: The ordinance authorizes administrative orders, compliance schedules, penalties, and suspension of service to protect the POTW.
- Cost Recovery: The City may recover all costs associated with permit administration, monitoring, testing, and treatment.

Proposed Fee and Deposit Structure

To implement the program, staff has developed a proposed fee schedule and deposit structure to recover the City's actual costs. The proposed structure ensures sufficient funds are received in advance while allowing accurate reconciliation after the permitted activity concludes.

Fee / Deposit Type	Description	Amount	Timing of Payment
Application / Permit Issuance Fee	Covers staff review of the application, discharge data, and sampling plan.	\$500 per permit	Due upon application submission
Inspection & Monitoring Fee	Covers field inspections, sampling, and lab testing costs.	\$150 per inspection + actual lab costs	Deducted from deposit; reconciled post-activity
Treatment & Processing Fee	Recovers WWTP treatment and disposal costs based on discharge volume and strength.	\$0.10 per gallon (initial rate; subject to adjustment)	Deducted from deposit; reconciled post-activity
Administrative Oversight / Compliance Fee	Covers staff time for data review, enforcement follow-up, and reporting.	\$120/hour (staff rate)	Deducted from deposit; reconciled post-activity
Refundable Deposit	Secures payment for estimated monitoring, lab, and treatment costs.	\$2,000 minimum or as estimated by the Public Works Director based on project scope and volume	Due prior to permit issuance

At the close of the permitted activity:

- Actual costs are reconciled against the deposit.
- Any remaining balance is refunded to the permittee within 30 days.
- If costs exceed the deposit, the remaining balance is invoiced and due within 30 days.
- Unpaid balances are enforceable under the City's new Chapter 13.14 as non-compliance costs.

This proposed fee structure ensures cost recovery while protecting the City against unpaid fees.

Next Steps and Implementation Schedule

- Following this first reading, the ordinance will return for second reading and adoption at the next regular City Council meeting.
- The ordinance will take effect 30 days after adoption.
- The fee resolution will be presented for Council consideration at the next regular meeting.
- The fee resolution will take effect 60 days after adoption.
- After both actions are effective, Public Works will begin issuing Industrial Waste Discharge Permits consistent with the adopted program.

Economic Impacts:

There are no significant economic impacts.

Budget Impacts:

There are no general fund impacts associated with this action. Implementation of the permit program will be cost-neutral to the City, as all administrative and monitoring costs will be recovered through the adopted fees.

Legal Review:

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

Recommended Action:

Council consideration to approve the second reading and adoption of the proposed ordinance adding Chapter 13.14 to the Bishop Municipal Code to establish an Industrial Waste Discharge Program by title only.

Approved By: Robin Picken 11/20/2025

Approved By: Pam Foster 11/20/2025

Approved By:

Approved By:

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING TITLE 13 OF THE CITY OF BISHOP CODE OF ORDINANCES, ADDING CHAPTER 13.14 RELATING TO INDUSTRIAL WASTE DISCHARGE PROGRAM

WHEREAS, the City of Bishop is responsible for providing for the health, safety and welfare of its residents and their water supply; and

WHEREAS, under Cal. Const. art. XI, §7, cities may make and enforce within their limits all local, police, sanitary and other ordinances not in conflict with general laws; and

WHEREAS, certain water and sewer provisions of Title 13 of the City of Bishop Code of Ordinances need updating so as to provide for orderly, efficient, and cost-effective administration of government; and

WHEREAS, the City of Bishop, California, pursuant to the provisions of the California Environmental Quality Act ("CEQA") (Cal. Pub. Res. Code §§21000 and following) and State CEQA Guidelines (14 CCR §§15000 and following) has determined that this ordinance is not a project under CEQA pursuant to Title 14, Section 15378 (b)(5) of the California Code of Regulations.

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

SECTION 1. The above recitals are true and incorporated into this ordinance.

SECTION 2. Chapter 13.14 of Title 13 of the City of Bishop Code of Ordinances is hereby added to read as follows:

Chapter 13.14

CITY OF BISHOP INDUSTRIAL WASTE DISCHARGE PROGRAM

Sec. 13.14.010 Purpose and definitions.

- A. *Purpose and policy.* This chapter sets forth uniform requirements for users of the Publicly Owned Treatment Works ("POTW") of the City of Bishop Department of Public Works ("department") to comply with all applicable state, federal and local laws, including but not limited to, the Clean Water Act (33 United States Code (USC) section 1251 et seq., the "Act"), the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations [CFR] Part 403); the County Water District Law (California Water Code sections 30000 to 33901); California Government Code sections 54739—54740.6; and the California Porter Cologne Water Quality Act (California Water Code section 13000 et seq.). The objectives of this chapter are:

1. To prevent the introduction of pollutants into the POTW that will interfere with its operation;
2. To prevent the introduction of pollutants into the publicly owned treatment works that will pass through the POTW, inadequately treated, into receiving waters, or otherwise be incompatible with the POTW;
3. To protect both POTW personnel who may be affected by wastewater and sludge in the course of their employment and the general public;
4. To promote reuse and recycling of industrial wastewater and sludge from the POTW;
5. To enable the department to provide for fees for the equitable distribution of the cost of operation, maintenance, and improvement of the POTW; and
6. To enable the city and department to comply with waste discharge requirements (WDR) conditions, water reuse, sludge use and disposal requirements, and any other federal or state laws to which the POTW is subject.

This chapter shall apply to all users of the POTW. The ordinance authorizes the issuance of wastewater discharge permits; provides for monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires user reporting; and enables the department to set fees for the equitable distribution of costs resulting from the program established herein.

B. *Administration.* Except as otherwise provided herein, the director (see C. Definitions 16. Director) shall administer, implement, and enforce the provisions of this chapter. Any powers granted to or duties imposed upon the director may be delegated by director to a duly authorized department employee.

C. *Definitions.* Unless a provision explicitly states otherwise or is defined in context herein, the following terms and phrases as used in this chapter shall have the meanings hereinafter designated:

1. "Administrative order" or "AO." An enforcement document which directs a user to implement corrective or remedial measures.
2. "Authorized" or "duly authorized representative of the user."
 - a. If the user is a corporation:
 - i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - ii. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for wastewater

discharge permit (WDP) requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

- b. If the user is a partnership or sole proprietorship: a general partner or proprietor, respectively.
 - c. If the user is a federal, state, or local governmental facility: a director, chief executive officer, or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
3. The individuals described in subparagraphs (a) through (c), above, may designate a duly authorized representative if the authorization is submitted to the department.
 4. "Best management practices" or "BMPs." The schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in section 13.14.020 [40 CFR 403.5(a)(1) and (b)]. BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
 5. "Categorical industrial user" or "CIU." An industrial user subject to a categorical pretreatment standard or categorical standard.
 6. "Categorical pretreatment standard" or "categorical standard." Any regulation containing pollutant discharge limits promulgated by Environmental Protection Act in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405—471.
 7. "Cease and desist order." An AO issued by the department requiring a user to halt the discharge of wastewater that is in violation of the provisions of this ordinance or take other actions to remedy violations.
 8. "City." The City of Bishop, California, a general law municipal corporation.
 9. "City administrator." The administrative manager or chief executive officer of the city.
 10. "City council." The city council as governing, elected legislative body of the city.
 11. "Civil penalties." Monetary penalties which can be imposed and recovered by the city through filing a petition in the superior court under the authority of California Government Code sections 54739 and 54740.
 12. "Department." The City of Bishop Department of Public Works.
 13. "Enforcement action" or "EA." Any of a series of progressively more stringent measures taken by the department to obtain compliance with the provisions of this chapter, a WDP or order issued hereunder, or any other pretreatment standard or requirement. EAs include, without limitation, informal and letter notices, notice of violations, administrative orders, administrative complaints, WDP revocations,

emergency suspensions, terminations of discharge, civil and/or criminal actions and may include monetary fees, costs, fines or penalties.

14. "Environmental Protection Agency" or "EPA." The U.S. Environmental Protection Agency or, where appropriate, the regional water management division director, the regional administrator, or other duly authorized official of said agency.
15. "Existing source." Any source of discharge that is not a "new source."
16. "Director." The city's director of the department and person designated by the city council to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this chapter. The term also means a duly authorized representative of the director.
17. "Fats, oils and grease" or "FOG" means those components of wastewater amenable to measurement by methods for the determination of oil and grease described in the current method of standard methods or methods identified in 40 CFR 136. The term "fats, oils and grease" shall include polar and nonpolar fats, oils, and grease and other components extracted from wastewater by these methods.
18. "Grab sample." A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed fifteen minutes.
19. "Industrial user" or "user" (significant or non-significant). A person who discharges or causes a discharge of industrial wastewater directly or indirectly to the POTW. Users are "significant" except as provided in subparagraphs (c) and (d):
 - a. An industrial user subject to categorical pretreatment standards; or
 - b. An industrial user that:
 - i. Discharges an average twenty-five thousand gallons or more per day (gpd) of process wastewater (excluding sanitary, noncontact cooling and boiler blowdown wastewater);
 - ii. Contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the treatment plant; or
 - iii. Is designated as such by the department on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement.
 - c. The department may determine that an industrial user subject to categorical pretreatment standards is a non-significant categorical industrial user rather than a significant industrial user on a finding that the industrial user never discharges more than one hundred gallons gpd of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the pretreatment standard) and the following conditions are met:
 - i. The user, prior to the department's finding, has consistently complied with all applicable categorical pretreatment standards and requirements;

- ii. The user annually submits information and certified statements under 40 CFR 403.12(q) and required by this chapter; and
 - iii. The user never discharges any untreated concentrated wastewater.
 - d. Upon a finding that a user meeting the criteria in subsection (b) has no reasonable potential for adversely affecting the POTW's operation or for violating pretreatment standards, the department may at any time, on its own initiative or in response to a petition received from an user, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such user is non-significant.
20. "Interference." A discharge that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the WDP, or prevents reuse of the treated effluent in compliance with California Code of Regulations Title 22, or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent state or local regulations: section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act; any state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; the Marine Protection, Research, and Sanctuaries Act; and the California Porter-Cologne Water Quality Act.
21. "New source."
- a. Any facility from which there may be a discharge of pollutants, the construction of which commenced after the publication of proposed pretreatment standards under section 307(c) of the Act.
 - b. Construction on a site that alters, replaces, or adds to existing process or production equipment. Construction is considered to be commenced if the owner or operator has begun mobilization of equipment or materials as any part of a continuous onsite construction program.
22. "Non-compliance costs." Charges issued to a user to recover costs incurred by the department to address user non-compliance, including but not limited to: (1) costs arising out of a user's violations (such as penalties and fines imposed on the city by regulatory agencies and costs of replacing POTW facilities or equipment damaged by a user's noncompliant discharge); (2) the department's administrative costs (staff time) associated with pursuing EAs and investigating/resolving user non-compliance; and (3) actual costs incurred by the department for conducting monitoring, testing, sampling, investigation and inspections required as result user non-compliance.
23. "Notice of violation" or "NOV." An official written notice from the department to a user stating that a violation of this chapter, a wastewater discharge permit or order issued hereunder or a pretreatment requirement has occurred and requires immediate attention and correction by the user to achieve compliance.

24. "Pass through." A discharge which exits the POTW into a regulated receiving water in quantities or concentrations which, alone or in conjunction with discharge from other sources, is a cause of a violation of any requirement of the WDP conditions.
25. "Person." Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all federal, state, and local governmental entities.
26. "Pollutant." As defined in 40 CFR 203.3.
27. "Pretreatment." The reduction of pollutants or alteration pollutions properties in wastewater prior to, introducing such pollutants into the POTW.
28. "Publicly owned treatment works" or "POTW". A treatment works, as defined by section 212 of the Act (33 United States Code section 1292), which is owned and/or operated by the city. "Slug load" or "slug discharge." Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in section 13.14.020 of this chapter. A slug discharge is any discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has a reasonable potential to cause interference or pass through, or in any other way violate the POTW's regulations or permit conditions.
29. "Wastewater." Liquid and water-carried industrial wastes and sewage from residential dwellings (i.e. human excrement and gray water from household fixtures), commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.
30. "Wastewater discharge permit" or "WDP." The form of authorization issued by the department director to a user for the discharge of wastewater. The WDP sets forth the limits and conditions under which users shall be able to discharge wastewater into POTW.
31. "Wastewater treatment plant" or "treatment plant." That portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste, including the industrial wastewater treatment plant located at 980 Poleta Road, Bishop, CA, and any permitted facility owned or operated by the city or other public entity that is designed to treat the city's municipal and/or industrial wastewater.
32. "Working days." Any day except Saturdays, Sundays, and state or federal holidays observed by the city.

Sec. 13.14.020 General POTW use requirements.

A. Prohibited discharge standards.

1. *General prohibitions.* No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other national, state, or local pretreatment standards or requirements.

-
2. *Specific prohibitions.* No user shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
- a. Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21;
 - b. Wastewater having a pH level less than 5.0 or greater than 9.0, or otherwise causing corrosive structural damage to the POTW or equipment;
 - c. Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference but in no case solids greater than one-half inch in any dimension;
 - d. Pollutants, including oxygen-demanding pollutants (biochemical oxygen demand, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW;
 - e. Wastewater having a temperature greater than 140 degrees F (60 degrees C), or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees F (40 degrees C);
 - f. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through;
 - g. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 - h. Untreated trucked or hauled pollutants, except at discharge points designated by the director in accordance with subsection 13.14.030(D) of this chapter;
 - i. Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
 - j. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes, food and beverage processing wastes, and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the WDR permits;
 - k. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable state or federal regulations;
 - l. Stormwater, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by the director;
 - m. Sludges, screenings, or other residues from the pretreatment of industrial wastes;

-
- n. Medical wastes, except as specifically authorized by the director in a WDP;
 - o. Wastewater causing, alone or in conjunction with other sources, the treatment plant(s) effluent to fail toxicity test;
 - p. Detergents, surface-active agents, or other substances which might cause excessive foaming in the POTW;
 - q. Fats, oils, or greases of animal or vegetable origin in concentrations greater than concentrations (combined polar and nonpolar oil and grease) that exceed 100 mg/L;
 - r. Hazardous waste as defined in 40 CFR Part 261.

Pollutants, substances, or wastewater prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the POTW.

- B. *National Categorical Pretreatment Standards.* Users must comply with the categorical pretreatment standards found at 40 CFR Chapter I, Subchapter N, Parts 405—471, as may be amended from time to time. The director will develop such standards and concentration or mass limitations as needed for compliance with the standards.
- C. *Department's right of revision.* The city reserves the right to establish, by ordinance, resolution or in WDPs, more stringent standards or requirements on discharges to the POTW consistent with the purpose of this chapter.
- D. *Dilution.* No user shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable pretreatment standard or requirement. The director may impose mass limitations on users who are using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.

Sec. 13.14.030 Pretreatment of wastewater.

- A. *Pretreatment facilities.* Users shall provide wastewater treatment as necessary to comply with this ordinance and shall achieve compliance with all the prohibitions set out in section 13.14.020 of this chapter within the time limitations specified by the director. Any facilities necessary for compliance shall be provided, operated, and maintained at the user's expense.
- B. *Additional pretreatment measures.*
 - 1. Whenever deemed necessary, the director may require users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and such other conditions as may be necessary to protect the POTW and determine the user's compliance with the requirements of this chapter.
 - 2. The director may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control

facility to ensure equalization of flow. A WDP may be issued solely for flow equalization.

3. Grease, fat, oil, and sand interceptors shall be provided when, in the opinion of the director, they are necessary for the proper handling of wastewater containing excessive amounts of grease, fat oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of a type and capacity approved by the director and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired by the user at their expense.
 4. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.
- C. *Accidental discharge/slug discharge control plans.* The director shall evaluate whether each SIU needs an accidental discharge/slug discharge control plan or other action to control slug discharges. The director may require any user to develop, submit for approval, and implement such a plan or take such other action that may be necessary to control slug discharges. Alternatively, the director may develop such a plan for any user.
- D. *Hauled wastewater.* Haulers of septic tank waste and industrial waste may be required by the director to obtain WDPs. The director may designate times, locations and load tracking systems for the hauling and discharge of industrial and/or septic waste. The discharge of hauled industrial and septic waste is subject to all other requirements of this chapter.

Sec. 13.14.040 Wastewater discharge permits (WDPs) required; WDP applications.

- A. *Wastewater analysis.* When requested by the director, a user must submit information on the nature and characteristics of its wastewater within thirty days of the request. The director is authorized to prepare a form for this purpose and may periodically require users to update this information.
- B. *Wastewater discharge permit (WDP) requirement.*
1. No significant industrial user shall discharge wastewater into the POTW without first obtaining a WDP from the director.
 2. The director may require other users to obtain WDPs as necessary to carry out the purposes of this chapter.
 3. Any violation of the terms and conditions of a WDP shall be deemed a violation of this chapter and subjects the wastewater discharge permittee to the sanctions set out in sections 13.14.070 through 13.14.100 of this chapter. Obtaining a WDP does not relieve a permittee of its obligation to comply with all federal and state pretreatment standards or requirements or with any other requirements of federal, state, and local law.
- C. *Wastewater discharge permit (WDP) application contents.* All users required to obtain a WDP must submit a permit application. The director shall develop a WDP application form that requires users to submit all information relevant to the requirements of this

chapter, including without limitation the user's identifying information; environmental permit status; proposed operations and operative personnel; the nature, measurement and flow of proposed wastewater discharges; sampling and proposed pretreatment measures; and any other information as may be deemed necessary by the director to evaluate the permit application.

- D. *Application completion, certification.* All WDP applications shall be signed and certified by the user or an authorized representative of user, containing certification statements reasonably satisfactory to the director. Incomplete or inaccurate applications will not be processed and will be returned to the user for revision.

Sec. 13.14.050 Wastewater discharge permit (WDP) issuance.

- A. *Wastewater discharge permit (WDP) decisions.* The director will evaluate the data furnished in a WDP application and may require additional information. If no additional information is needed, within thirty days of receipt of a complete permit application, the director will determine whether to issue a WDP.
- B. *Wastewater discharge permit (WDP) duration.* A WDP shall be issued for a specified time period, not to exceed five years from the effective date of the permit. A WDP may be issued for a period less than five years, at the discretion of the director. Each WDP will indicate a specific date upon which it will expire.
- C. *Wastewater discharge permit (WDP) findings and contents.* A WDP shall include such conditions as are found reasonably necessary by the director to prevent pass through or interference, protect the quality of the water body receiving the treatment plant's effluent, or such reuse of reclaimed water, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.
1. WDPs must contain:
- a. A statement that indicates the WDP issuance date, expiration date and effective date;
 - b. A statement that the WDP is nontransferable without prior written consent of the director, and provisions for furnishing the new owner or operator with a copy of the existing WDP;
 - c. Effluent limits, including Best Management Practices (BMPs), based on applicable pretreatment standards;
 - d. Self-monitoring, sampling, reporting, notification, and record-keeping requirements. These pretreatment requirements shall include an identification of pollutants (or BMPs) to be monitored, sampling location, sampling frequency, and sample type based on federal, state, and local law;
 - e. Statements of indemnity and defense in favor of the city, its employees, agents and officers;
 - f. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule; and

-
- g. Requirements to control slug discharge, if determined by the director to be necessary.
 - 2. WDPs may contain, but need not be limited to, conditions imposing limits on rates and times of discharge and flows; pretreatment technologies and pollution containment; spill control; user charges and fees for the management of wastewater discharged to the POTW; inspections; statements of compliance with all applicable federal and state pretreatment standards; and other conditions as deemed appropriate by the director to ensure compliance with this ordinance, and state and federal laws, rules, and regulations.
- D. *Appeals*. The director's decision upon WDP issuance or non-issuance may be appealed to the city council pursuant to section 13.14.110.

13.14.060 Reporting requirements.

- A. *Baseline monitoring reports*. Within either one hundred eighty days after the effective date of a categorical pretreatment standard, or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing categorical industrial users currently discharging to or scheduled to discharge to the POTW shall submit to the director a report which contains the information listed in subsection (B), below. At least ninety days prior to commencement of their discharge, new sources, and sources that become categorical industrial users subsequent to the promulgation of an applicable categorical standard, shall submit to the director a report which contains the information listed in subsection (B), below. A new source shall report the method of pretreatment it intends to use to meet applicable categorical standards. A new source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.
- B. *Report Contents*. Users described above shall submit
- 1. All applicable information required in section 13.14.040;
 - 2. Measurements of pollutants, including without limitation samples taken immediately downstream from pretreatment facilities or such sampling area as directed by the director, sample analyses as reasonably requested by the director, flow measurements and concentrations, baseline and historical data, and such other information reasonably required by the director;
 - 3. Compliance certification statements, reviewed by the user's authorized representative and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the pretreatment standards and requirements;
 - 4. A compliance schedule if additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment and/or O&M must be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard.

-
5. Signature and report certification. All baseline monitoring reports must be certified and signed by the user or an authorized representative.
- C. *Compliance schedule progress reports.* The compliance schedule required above shall include progress report, with progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards. No increment shall exceed nine months. The user shall submit a progress report to the director in a form and at such times as reasonably required by the director.
- D. *Reports on compliance with categorical pretreatment standard deadline.* Within ninety days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any user subject to such pretreatment standards and requirements shall submit to the director a report containing the user's long-term production rate or the user's actual production during the appropriate sampling period, as applicable. All compliance reports must be signed and certified by the user or his/her authorized representative.
- E. *Periodic compliance reports.* All significant industrial users must, at a frequency determined by the director, submit reports indicating the nature, concentration of pollutants in the discharge which are limited by pretreatment standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the pretreatment standard requires compliance with a BMP or pollution prevention alternative, the user must submit documentation required by the director or the pretreatment standard necessary to determine the compliance status of the user. Wastewater monitoring and flow measurement facilities shall be properly operated, clean, and maintained in good working order such that all wastewater samples are representative of the user's discharge. All periodic compliance reports must be signed and certified by the user or his/her authorized representative.
- F. *Reports of changed conditions.* Each user must notify the director of any significant changes to the user's operations or system which might alter the nature, quality, or volume of its wastewater at least ten days before the change. The director may require the user to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a new WDP application or the director may elect to modify an existing WDP.
- G. *Reports of potential problems.* In the case of any discharge, including, but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, a slug discharge or slug load, that might cause potential problems for the POTW, the user shall immediately notify the director of the incident, the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the user. Within five days following such discharge, the user shall, unless waived by the director in writing, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the user to prevent similar future occurrences. Nothing herein shall relieve the user of any expense, loss, damage, or other liability which might be incurred as a result of damage

to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability which may be imposed pursuant to this chapter.

- H. *Reports from unpermitted users.* All users not required to obtain a WDP shall provide appropriate reports to the director as the director may require.
- I. *Notification of sampling violation/repeat sampling and reporting.* If sampling performed by a user indicates a violation, the user must notify the director within twenty-four hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the director within thirty days after becoming aware of the violation. Resampling by the industrial user is not required if the department performs sampling at the user's facility at least once a month, or if the department performs sampling at the user between the time when the initial sampling was conducted and the time when the user or the department receives the results of this sampling, or if the department has performed the sampling and analysis in lieu of the industrial user.
- J. *Analytical requirements.* All pollutant analyses, including sampling techniques, to be submitted as part of a WDP application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including those suggested by the director or other parties approved by EPA.
- K. *Sample collection.* Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period.
 - 1. Except as indicated in subsections (2) and (3) below, the user must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the director. Where time-proportional composite sampling or grab sampling is authorized by the director, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics, oil, fat and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the director as appropriate. In addition, grab samples may be required to show compliance with instantaneous limits.

-
2. Samples for oil, fat and grease; temperature; pH, cyanide; total phenols; sulfides; and volatile organic compounds must be obtained using grab collection techniques.
 3. For sampling required in support of baseline monitoring and compliance reports, a minimum of four grab samples must be used for pH; cyanide; total phenols; oil, fat and grease; sulfide and volatile organic compounds for facilities for which historical sampling data do not exist. For facilities for which historical sampling data are available, the director may authorize a lower minimum. For the reports required by section 13.14.060(D) [40 CFR 403.12(e) and 403.12(h)], the industrial user is required to collect the number of grab samples necessary to assess and assure compliance with applicable pretreatment standards and requirements.
- L. *Date of receipt of reports.* Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.
- M. *Recordkeeping.* Users subject to the reporting requirements of this chapter shall retain, and make available for city inspection and copying, all records of information obtained pursuant to any monitoring activities required by this chapter, any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements, and documentation associated with BMPs. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three years, as may be automatically extended for the duration of any litigation involving the user's compliance with this chapter.
- N. *Certification statements.* The director is authorized to develop the criteria and statements to be required for certification of permit applications, user reports and any monitoring waiver. The director may also devise and require annual certification statements for non-significant categorical industrial users for purposes of managing compliance with categorical pretreatment standards.

Sec. 13.14.070 Administrative enforcement actions and remedies.

- A. *Enforcement actions ("EAs") generally.* Administrative EAs and remedies, together with the judicial enforcement remedies and other EAs specified elsewhere in this chapter, are authorized for city use under state and federal law, including but not limited to: the Act; the California Porter-Cologne Water Quality Act; the County Water District Law (Water Code sections 30000 to 33901); and Government Code sections 54739—54740.6.
- B. *Informal notice; warning notice of non-compliance letter.*
1. *Informal notice.* Informal notices are issued by department staff under the authority of the director to correct minor infractions resulting in inadvertent non-compliance and may consist of a telephone call, electronic notice, site visit or informal meeting

advising the user of a requirement to complete a compliance action or to exercise more due diligence.

2. *Warning notice of non-compliance letter.* The warning notice of non-compliance letter (WNON) is an informal written communication used by department staff under the authority of the director to address minor violations of this chapter, a WDP or order issued hereunder, or any other pretreatment standard or requirement. A WNON may include specific corrective actions required of the user, non-compliance costs and a warning that additional EAs may be pursued if corrective actions are not accomplished.
3. *Notice of violation.* When the director finds that a user has violated, or continues to violate, any provision of this chapter, a WDP, or order issued hereunder, or any other pretreatment standard or requirement, the director may serve upon that user a written notice of violation (NOV). The NOV shall be hand delivered or delivered by certified mail with a written receipt of delivery. At a minimum, the NOV shall demand, within timeframes set forth in the NOV, a response to the alleged violation and a plan for satisfactory corrective action and prevention. Submission of such a plan in no way relieves the user of liability for any violations or non-compliance costs occurring before or after receipt of the NOV. Nothing in this section shall limit the authority of the city to take any action, including emergency actions or other EAs, without first issuing a NOV.

C. *Administrative orders (AOs).* The director may require compliance with this chapter, any WDP or order issued hereunder, or any other pretreatment standard or requirement, by issuing administrative orders (AOs) directing users to implement corrective or remedial measures. Such AOs include consent orders (COs), compliance orders (CMOs), and cease and desist orders. AOs may be accompanied by an administrative complaint (AC) specifying proposed administrative civil penalties (ACPs). AOs may incorporate compliance schedules, time frames and may specify non-compliance costs to be paid by the user. AOs issued under this chapter are judicially enforceable, and the director may use AOs, either individually, sequentially, concurrently, or in any order for one or more violations as appropriate for the circumstances. Except as may be specified otherwise in this section, AOs shall be hand-delivered or delivered by certified mail with a written receipt of delivery to the user. AOs may not extend the deadline for compliance established for a pretreatment standard or requirement, nor relieve the user of liability for any violation, including any continuing violation. Issuance of a CMO shall not be a bar against, or a prerequisite for, taking any other action against the user.

D. *Show cause hearing and order.*

1. The director may order a user that has violated, or continues to violate, any provision of this chapter, a WDP, or order issued hereunder, or any other pretreatment standard or requirement, to appear before the city administrator and show cause why a proposed EA should not be taken up to and including discharge termination (a "show cause hearing"). Notice shall be served on the user specifying the time and place for the hearing, the proposed EA, the reasons for such action, and a request that the user show cause why the proposed EA should not be taken.

The show cause hearing notice shall be served personally or by registered or certified mail (return receipt requested) on any authorized representative of the user at least ten working days prior to the hearing.

2. A show cause hearing shall be conducted in accordance with written procedures to be established by the city administrator in consultation with the city attorney, to be maintained for public review in the office of the city administrator and provided to the user with notice of the show cause hearing. Issuance of a show cause hearing order (SCO) shall not be a bar against, or prerequisite for, taking any other action against the user and such SCO may specify non-compliance costs to be paid by the user and/or may be accompanied by an administrative complaint specifying proposed administrative civil penalties.

E. *Administrative complaint (AC); administrative civil penalties (ACPs)*. Pursuant to the authority of California Government Code sections 54739 and 54740.5, the director may issue an AC to any user who violates or continues to violate any provision of this chapter, a WDP or order issued hereunder, or any pretreatment standard or requirement adopted or ordered by the city pursuant to this chapter.

1. The administrative complaint shall be served by personal delivery or certified mail on such user and shall inform the user that a hearing shall be conducted, within sixty days following service. The administrative complaint will allege the act or failure to act that constitutes the violation(s), set forth the provisions of law authorizing civil liability to be imposed and the proposed administrative civil penalty. The matter shall be heard by the city administrator or such hearing officer as he/she may designate.
2. At the hearing, the user shall have an opportunity to respond to the allegations set forth in the administrative complaint by presenting written or oral evidence. The hearing shall be conducted in accordance with procedures established by the city administrator and approved by the city attorney. A user dissatisfied with the decision of the city administrator or hearing officer may appeal to the city council in the manner specified in section 13.14.110 of this chapter.
3. The user to whom an administrative complaint has been issued may waive the right to a hearing.
4. If after the hearing, or appeal, if any, it is found that the user has violated reporting or discharge requirements, the city administrator or hearing officer (or the city council in the event of an appeal), may assess an administrative civil penalty against that user. In determining the amount of the administrative civil penalty, the city administrator or hearing officer (or city council in the event of an appeal) may take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the economic benefit derived through any non-compliance, the nature and persistence of the violation, the length of time over which the violation occurs and corrective action, if any, attempted or taken by the discharger.
5. Administrative civil penalties may be imposed as follows:

-
- a. In an amount which shall not exceed \$2,000 for each day for failing or refusing to furnish technical or monitoring reports.
 - b. In an amount which shall not exceed \$3,000 for each day for failing or refusing to timely comply with any compliance schedule.
 - c. In an amount which shall not exceed \$5,000 per violation for each day for discharges in violation of any waste discharge limitation, permit condition, or requirement issued, reissued, or adopted by the city.
 - d. In an amount which does not exceed \$10.00 per gallon for discharges in violation of any suspension, cease and desist order or other orders, or prohibition issued, reissued, or adopted by the city.
 - e. The amount of any civil penalties imposed under this section and California Government Code section 54740.5 which have remained delinquent for a period of sixty days shall constitute a lien against the real property of the discharger from which the discharge originated resulting in the imposition of the civil penalty. The lien shall be renewable in accordance with the provisions of Code of Civil Procedure sections 683.110 to 683.220, inclusive.
 - f. All moneys collected under this section shall be deposited in a dedicated, restricted city fund available for the monitoring, treatment, and control of discharges into the department's POTW or for other mitigation measures.
6. Unless appealed, orders setting administrative civil penalties shall become effective and final upon issuance thereof, and payment shall be made to the city within thirty days.
 7. Remedies under this section are in addition to and do not supersede or limit any and all other remedies, civil or criminal, no civil penalties shall be recoverable pursuant to an administrative complaint for any violation for which civil liability is recovered under California Government Code section 54740.
- F. *Emergency suspension order.* The director may immediately suspend a user's discharge, after giving notice to the user by any means reasonably available, to stop an actual or threatened discharge which the director determines is likely to cause an interference or pass-through or otherwise threatens to interfere with the operation of the treatment works, or which constitutes an imminent or substantial threat to the health, safety or welfare of persons or endangers the environment or property (hereinafter, "emergency condition").
1. Any user notified of a suspension of its discharge shall immediately cease discharging or eliminate the pollutant or other cause for the suspension. If a user fails to comply immediately with the suspension order, the director may take such steps as deemed necessary, including immediate severance of the connection of the user's facilities to the treatment works, in order to prevent or minimize the emergency condition. The director may allow the user to resume its discharge when the user has demonstrated to the satisfaction of the director that the emergency condition has been eliminated or reduced to a level determined reasonably acceptable to the director, unless termination proceedings are initiated against the user.

-
2. When deemed necessary by the director, for the continuing preservation of public health or safety or for the protection of public or private property, the director may suspend sewer service to any person or persons using the wastewater system in a manner or way to endanger the public health or safety of public or private property. In suspending service, the director may sever all pertinent connections to the public sewer. If such endangerment shall be imminent, then the director may act immediately to suspend sewer service without notice or warning to said person or persons.
 3. A user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement that includes the causes of the harmful contribution and the measures taken to prevent any future occurrence. The written statement shall be submitted to the director five days prior to the date of any show cause or termination hearing, excepting that no hearing shall be required for any action taken by the department in response to an emergency condition under this section.
 4. Recipients of emergency suspension orders remain liable for non-compliance costs.
- G. *Discharge termination.* Any user who violates the following conditions is subject to discharge termination:
1. Violation of WDP conditions;
 2. Failure to accurately report the wastewater constituents and characteristics of its discharge;
 3. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;
 4. Refusal of reasonable access to the user's premises for the purpose of inspection, monitoring, or sampling; or
 5. Violation of the pretreatment standards in section 13.14.020 of this chapter; or
 6. Other material violations of this chapter.

Such user will be notified of the proposed discharge termination and be offered an opportunity to show cause hearing as to why the proposed action should not be taken. Exercise of this EA by the city shall not be a bar to, or a prerequisite for, taking any other action against the user. Users subject to discharge termination may be required to pay non-compliance costs.

Sec. 13.14.080 Enforcement remedies.

- A. *Public Nuisance.* Discharge of wastewater in any manner in violation of this chapter or of any order issued by the director, as authorized by this chapter, is hereby declared a public nuisance and shall be corrected or abated as directed by the director. Any person creating such a public nuisance is guilty of a misdemeanor.
- B. *Injunction.* Whenever a discharge of wastewater is in violation of the provisions of this chapter or otherwise causes or threatens to cause a condition of contamination, pollution, or nuisance, the director may cause the city to seek a petition to the Superior Court for the issuance of a preliminary or permanent injunction or both, as may be appropriate in restraining the continuance of such discharge.
- C. *Costs of Damage.* Any person violating any provisions of this chapter or having a discharge that causes a deposit, obstruction, damage, or any other impairment to water service facilities or the public health shall become liable to the city for all expense, loss, or damage occasioned the city by reason of such violation or discharge.
- D. *Falsifying of Information.* Any person who knowingly makes any false statements, representation, record, report, plan, or other document filed with the department, director or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this chapter, shall be guilty of a misdemeanor.
- E. *Termination of Service.* The city may terminate any industrial WDP issued pursuant to this chapter or terminate or cause to be terminated any wastewater service to any premises if a violation of any provision of this chapter is found to exist or if a discharge of wastewater causes or threatens to cause a condition of contamination, pollution, or nuisance. This provision is in addition to other statutes or rules authorizing termination of service for delinquency in payment.
- F. *Civil Penalties.* Any person who violates any provision of this chapter or permit condition, or who discharges wastewater which causes pollution, or who violates any cease and desist order, prohibition, effluent limitation or national pretreatment standard, shall be liable civilly for a penalty not to exceed \$500.00 for each day in which such violation occurs.
- G. *Criminal Penalties.* Any person who intentionally violates any provision of this chapter or permit condition or who discharges wastewater which causes pollution or who violates any cease and desist order, prohibition, effluent limitation or national pretreatment standard shall be liable, upon conviction, for a sum not to exceed \$10,000 for each day in which such violation occurs, or for imprisonment for not more than one year or both.
- H. *Remedies nonexclusive.* The city may exercise all legal and equitable remedies available to it in the course of enforcing this chapter. The remedies provided for herein are not intended to be exclusive or establish a waiver of any remedial actions available to the city. Nothing in this ordinance is intended to prevent state and/or federal regulatory agencies from undertaking enforcement actions against users and persons as may otherwise be available due to a violation of this ordinance which also constitutes a violation of federal or state statutes and regulations.

Sec. 13.14.090 Supplemental enforcement actions.

- A. *Payment of outstanding fees, costs and penalties.* The director may decline to issue or reissue a WDP to any user who has failed to pay any outstanding fees, non-compliance costs, fines or penalties incurred as a result of any provision of this ordinance, a previous WDP, or order issued hereunder.
- B. *Contractor listing.* Users that have not achieved compliance with applicable pretreatment standards and requirements are not eligible to receive a contractual award for the sale of goods or services to the department.
- C. *Liability for non-compliance costs incurred by the department.*
 - 1. Any user found in violation of any requirement adopted or ordered by the department to meet the standards established to protect the department's POTW or to prevent the entry of any wastewater found or suspected to be in violation of any state, federal, or WDP, or any provisions of this ordinance which causes expense, loss, damage or other liability to the department shall be liable to the department for such expense, loss, damage or other liability (non-compliance costs) and shall pay the same to the department in a manner prescribed by the director.
 - 2. Non-compliance costs can include environmental fines and cleanup costs arising out of, or resulting from, user non-compliance as well as any related cost of defense, settlement, arbitration, and attorney's fees. Non-compliance costs may also be levied to recover any costs incurred by the department to replace or repair POTW facilities or equipment damaged by a user's unauthorized discharge of industrial wastewater.
 - 3. Non-compliance costs further include, but are not limited to, inspection, monitoring and sampling costs as well as transportation, equipment, and labor costs incurred by the department to investigate and/or demonstrate user non-compliance/compliance, as well as administrative (department staff) time spent in resolution of non-compliance. Administrative non-compliance costs will be based on actual staff hourly time expended to resolve user non-compliance (e.g., issuing NOVs and AOs; engaging in EAs; and conducting additional monitoring, sampling, testing, inspections or investigation as may be required). To the extent standardized hourly rates for administrative time expended in addressing user non-compliance can be established by the department, such standardized rates will be adopted by city resolution and utilized in calculating any non-compliance costs to be assessed.

Sec. 13.14.100 Pretreatment costs and fees.

- A. *Pretreatment charges, fees and costs.* To the extent that such costs may be standardized and expressed as flat fees or hourly rates, the city council, by means of a resolution adopted and amended from time to time after appropriate public notice and hearing, may adopt reasonable fees for reimbursement of the costs of setting up and operating the department's pretreatment program, which may include:
 - 1. Fees for WDP applications, including the cost of processing such applications;

2. Fees for routine monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a user's discharge, and reviewing monitoring reports and certification statements submitted by users (based on staff time expended and costs associated with materials and/or outside testing facilities as may be required);
3. Fees for reviewing and responding to accidental discharge procedures and construction;
4. Fees for hearings and appeals pursuant to this chapter;
5. Fees to recover administrative and legal costs (which are not included in section 13.14.090 above) associated with investigation and regulation of user non-compliance as well as costs associated with EAs taken by the director and department staff to address, regulate or investigate user non-compliance; and
6. Other fees as the department may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this ordinance and are separate from all other fees, fines, and penalties chargeable by the Department.

Sec. 13.14.110 Appeals.

Any user affected by a definitive decision, action or determination (WDP conditions or denials, SCOs, AC hearing decisions, and other administrative EA determinations) made by director or city administrator pursuant to this chapter, may appeal in writing to the city council by filing with the city clerk written notice of an appeal, setting forth the grounds thereof. Appellant shall file such notice within thirty days after receipt of the notice of the administrative decision concerned. Upon receipt of a notice of appeal, the city clerk shall set the date for hearing the appeal, which shall not be more than sixty days from the date the notice of appeal was filed. The city clerk shall give the appellant written notice of the date, time and place of the hearing on the appeal by certified or registered mail not less than fifteen days before the hearing on the appeal. The director and/or city administrator shall be a party to all appeals to the city council.

On appeal, the city council shall follow an order of presentation for a public hearing as to effectively permit appellant and relevant city staff to present their position and support thereof. Strict rules of evidence shall not apply to the presentation of evidence; provided, that any relevant facts may be admitted into evidence at the discretion of the city council. The city council shall determine the weight and credibility of the evidence. The city council shall serve its written decision, including any findings that the city council may make, within thirty days from the conclusion of the hearing. Nothing in the preceding sentence shall be construed to require the making of any findings except as may be required by applicable substantive law governing the appealed decision.

- A. The order of the city council shall be deemed final upon its adoption.
- B. If the user fails to appeal to the city council, or the city council fails to reverse or modify the administrative decision, the administrative decision shall be deemed final.

SECTION 3. ENVIRONMENTAL DETERMINATION. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City's environmental procedures, and has been found to be not a project under Section 15378 (b)(5) of the CEQA Guidelines.

SECTION 4. INCONSISTENCIES. Any provision of the Bishop Code of Ordinances or appendices thereto inconsistent with the provisions of this ordinance, to the extent of such inconsistencies and/or further, is hereby repealed or modified to the extent necessary to affect the provisions of this ordinance.

SECTION 5. SEVERABILITY. If any provision or clause of this ordinance or the application thereof to any person or circumstances is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect other provisions or clauses or applications of this ordinance which can be implemented without the invalid provision, clause or application; and to this end, the provisions of this ordinance are declared to be severable.

SECTION 6. EFFECTIVE DATE. This ordinance shall be in full force and effect commencing thirty (30) days after its final adoption and a summary hereof shall be published once within fifteen (15) days in The Inyo Register, a newspaper of general circulation printed and published in the County of Inyo and circulated in the City of Bishop and hereby designated for that purpose by the City Council.

SECTION 7. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in the manner and form provided by law in The Inyo Register, a newspaper of general circulation printed and published in the City of Bishop, State of California, which said newspaper is hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED this ___ day of _____, 2025.

Karen Kong, Mayor

ATTEST: _____
Robin Picken, City Clerk



Agenda Item: 9.E
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **Capital Equipment Replacement - Public Works Utility Truck**
Prepared On: November 5, 2025
Attachments: Bid Analysis
Capital Ford Quote
Enterprise Quote
Diamond Ford Quote

Background/History:

The City's Public Works Department utilizes service trucks for water, sewer, and street maintenance activities. These trucks carry tools, materials, and equipment to job sites and are essential for daily operations, emergency response, and maintenance of City infrastructure.

The department currently operates an older F-550 flatbed, which has exceeded its useful life and is no longer reliable for field service work. The vehicle suffers from lighting failures, ongoing oil leaks, lack of four-wheel drive, and no snowplowing capabilities, creating both safety and operational limitations. Despite consistent maintenance, repair needs have increased significantly, and the vehicle frequently sits out of service.

A replacement is needed to ensure reliable field response capability, improve operator safety, and expand operational flexibility. The new service truck will include a service body for organized tool storage, a snowplow for winter operations, and a full lighting and safety package.

This item is included in Objective 3.6 of the City's Strategic Plan.

Analysis/Discussion:

Staff identified the following key performance and safety requirements for the new utility service truck:

- Four-wheel drive for snow access.
- Service body with secure tool and equipment compartments.
- Snowplow attachment capable of operating on narrower City streets.
- Lighting and visibility package (strobes, beacons, and light bar) for safe day and night

operations.

- F-350 class to allow maneuverability in alleys and tight work zones.

Public Works obtained quotes from three qualified suppliers offering trucks that met these specifications (Bid Analysis Attachment).

Bid Evaluation

- Lowest Responsible Bid: Capital Ford submitted the lowest total bid (\$96,464.21) that met the requirements.
- Vehicle Availability: The City did not specify a particular model year—only that the vehicle be readily available from dealer inventory (“on-lot”). Diamond Ford and Enterprise both had 2026 model-year trucks available and indicated they could transfer older model years upon request, though those would involve longer lead times. Capital Ford has a 2026 F-350 available immediately, meeting the City’s preference for rapid delivery.
- Specifications Compliance: All bids met the required service body, lighting, and snowplow specifications. Capital Ford’s proposed Knapheide service body and plow option are standard, proven configurations with strong manufacturer support.
- Diamond Ford did not revise their bid to include all applicable taxes, fees, and delivery charges and was therefore determined to be a non-responsive bid.
- Cost Comparison: The Capital Ford proposal represents a savings of approximately \$14,000 compared to the other responsive bid.

Based on total cost, specification compliance, and immediate availability, Capital Ford provides the best overall value to the City.

Economic Impacts:

None.

Budget Impacts:

This item is included within the FY 2025-26 Budget up to \$90,000. A budget adjustment of \$6,464.21 is proposed to cover the unbudgeted amount. The total expense and budget adjustment will be split evenly between the General Fund, the Sewer Fund, and the Water Fund.

001-023-56028 (Capital Equipment)	2,154.74
002-051-56028 (Capital Equipment)	2,154.74
004-050-56028 (Capital Equipment)	2,154.73

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 purchase of a new 2026 Ford F-350 Gas Service Truck from Capital Ford, Carson City, Nevada, in an amount not to exceed \$96,464.21 (including taxes, fees, and delivery), authorize the Public Works Director to sign the purchase order, and approve the corresponding budget adjustment as presented.

Approved By: Ethan Aukee 12/3/2025
Approved By: Robin Picken 12/3/2025
Approved By: Pam Foster 12/3/2025
Approved By:

PW Utility Truck
Bid Analysis

November 2025 bids

Bidder	Total Bid	Taxes & Fees Included	Model / Year	Cab Type	Service Body	Snow Plow	Lighting Package	Lead Time
Capital Ford - delivery	\$96,464.21	Yes	2026 F-350	Regular Cab	Knapheide	Snowdogg 8.5' plow	Included	on-lot
~~Diamond Ford~~	~~\$94,000.00~~	~~No~~	~~2026 F-350~~	~~Super Cab~~	~~Royal~~	~~Snow-Way 8' V-Plow~~	~~Included~~	~~on-lot~~
Enterprise Fleet Management	\$ 110,703.88	Yes	2026 F-350	Regular Cab	Harbor	8' Phenix V-Plow	Included	3-4 months

DEAL# 55555

RETAIL ORDER FOR A MOTOR VEHICLE

12/02/2025

TO

DEALER

DATE

CAPITAL FORD

3660 S. Carson St.
CARSON CITY, NV 89701
Phone (775) 882-5353



CITY OF BISHOP

PURCHASER'S NAME

STREET ADDRESS

CITY

STATE

RES. PHONE

BUS. PHONE

SALESMAN'S NAME

PLEASE ENTER MY ORDER FOR THE FOLLOWING ☒ NEW ☐ CAR
☐ USED ☒ TRUCK YEAR 2026 MAKE FORD TRUCK

MODEL OR BODY COLOR
SERIES S-DTY F-350 TYPE 4WD REG 8 OXFORD WHT SERIAL NO. 1FTRF3BA5TED15221

TO BE DELIVERED ON OR ABOUT 12/02 20 25 STOCK NO. 40750

CASH DELIVERED PRICE OF UNIT \$ 53425.00

DOCUMENTATION FEE 199.50

ACCESSORIES \$

KNAPHEIDE SERVICE BODY W RACK 16000.00

SNOWDOGG VXF8511 8.5' PLOW 13000.00

LIGHT BAR AND WAGGLE 6000.00

TRANSPORT 1000.00

REMARKS:

CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE \$ 89624.50

STATE AND LOCAL TAXES 6811.46

LICENSE, LICENSE TRANSFER, TITLE, REGISTRATION FEE 28.25

1. TOTAL PRICE OF UNIT \$ 96464.21

2. DOWN PAYMENT:
consisting of \$ N/A in cash and/or
\$ N/A net trade-in allowance on
trade-in; see statement in right hand column
for details.

3. UNPAID CASH BALANCE DUE ON DELIVERY
(difference between Items 1 and 2) \$ 96464.21

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. Purchaser by his execution of this Order acknowledges that he has read its terms and conditions and has received a true copy of this Order.

12/02/25

PURCHASER'S SIGNATURE

DATE

ACCEPTED BY:

DEALER OR HIS AUTHORIZED REPRESENTATIVE

USED CAR TRADE-IN AND/OR OTHER CREDITS

MAKE OF TRADE-IN

YEAR MODEL BODY

SERIAL NO.

BALANCE OWED TO

ADDRESS

USED TRADE-IN ALLOWANCE \$ N/A

BALANCE OWED ON TRADE-IN N/A

NET ALLOWANCE ON USED TRADE-IN \$ N/A

DEPOSIT OR CREDIT BALANCE N/A

DOWN PAYMENT (Trans. to Left Col.) \$ N/A

DATE INVOICE NO. STOCK NO. KEY

12/02/2025 40750 I

COST KEY ACCT. NO. SALE KEY

C 3 -

NEVADA TITLE FEE C 2424 -

C -

C -

DUE BILL C 2310 -

COST C 4 +

C -

RECON C 4 +

COST C 4 -

C -

EX. WAR. N C 5 -

EX. WAR. U C 5 -

WAR. PBL C 2315 -

C -

INS. N C 5 -

INS. U C 5 -

INS. PBL C 2315 -

DOC. FEE C -

FIN. N C 5 -

FIN. U C 5 -

FIN. REC. C 12 - +

CAR DEAL NO.

SALES TAX 2150 -

LIEN PAYOFFS 2311 -

DEPOSITS 2300 +

CONTRACTS IN TRANSIT 10 +

CASH & VEHICLE ACCTS. REC. 1110 +

2000 +

1111 -

-

VALUE OF STOCK NO. I +

STOCK NO. I +

VEHICLE DESCRIPTION

SUPER DUTY

2026 F350 SRW 4X4 REG CAB
XL 142" WB STYLE SIDE
6.8L DIESEL V8 ENGINE
10-SPEED AUTO TORQSHIFT-G



ford.com

EXTERIOR
OXFORD WHITE
INTERIOR
MEDIUM DARK SLATE CLOTH

TE D15221

California Air Resources Board

Gasoline Vehicle

Environmental Performance

These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings.
For information on how to compare, please see www.arb.ca.gov/ep_label.

- EXTERIOR**
- DOOR HANDLES - BLACK
 - HEADLAMPS - AUTOLAMP (ON/OFF)
 - PICKUP BOX TIE DOWN HOOKS
 - POWER TAILGATE LOCK
 - TOW HOOKS
 - TRAILER SWAY CONTROL
 - TRAILER TOW MIRRORS
 - WIPERS - INTERMITTENT

- FUNCTIONAL**
- 4-WHEEL ANTILOCK BRAKE SYS
 - 5G MODEM
 - BELT-MINDER CHIME
 - DRIVER/PASSENGER AIR BAGS
 - HILL START ASSIST
 - MANUAL LOCKING HUBS
 - MONO BEAM COIL SPRING FRT SUSPENSION W/STAB BAR
 - REAR VIEW CAMERA
 - REMOTE KEYLESS ENTRY
 - SYNC®4 W/8" SCREEN

- SAFETY/SECURITY**
- ADVANCETRAC™ WITH RSC®
 - AIRBAGS - SAFETY CANOPY®
 - BELT-MINDER CHIME
 - DRIVER/PASSENGER AIR BAGS
 - SECURE PKG 1 YR INCLUDED
 - SECURILOCK® ANTI-THEFT SYS
 - SOS POST-CRASH ALERT SYS™
 - TIRE PRESSURE MONIT SYS

- WARRANTY**
- 3YR/36,000 BUMPER / BUMPER
 - 5YR/60,000 POWERTRAIN
 - 5YR/60,000 ROADSIDE ASSIST
 - 5YR/100,000 DIESEL ENGINE

INCLUDED ON THIS VEHICLE

- OPTIONAL EQUIPMENT/OTHER**
- 10-SPEED AUTO TORQSHIFT-G
 - FRONT LICENSE PLATE BRACKET
 - XL OFF-ROAD PACKAGE
 - .33" OFF ROAD LT285/70R17 AT
 - 4.30 ELECTRONIC-LOCKING AXLE
 - SKID PLATES
 - 10400# GVWR PACKAGE
 - 50 STATE EMISSIONS
 - PRO POWER ONBOARD - 400W
 - TRAILER BRAKE CONTROLLER
 - INTERIOR WORK SURFACE
 - JACK
 - WHEEL LINERS FRONT & REAR
 - UPFITTER SWITCHES
 - 410 AMP DUAL ALTERNATOR
 - REMOTE START SYSTEM
 - TOUGH BED SPRAY IN BEDLINER
 - DUAL BATTERY
 - CLOTH 40/20/40 SEAT
 - CONN PKG: 1 YR INCL W/FORD APP
 - XL CHROME PACKAGE
 - FOG LAMPS

(MSRP)

- NO CHARGE
NO CHARGE
995.00
NO CHARGE
225.00
300.00
140.00
325.00
250.00
215.00
250.00
625.00
210.00
100.00
425.00

PRICE INFORMATION

BASE PRICE \$49,770.00
TOTAL OPTIONS/OTHER 4,060.00
TOTAL VEHICLE & OPTIONS/OTHER DESTINATION & DELIVERY 53,830.00
2,595.00

(MSRP)

RAMP ONE

RA84

RAMP TWO

ITEM #:

RAIL
72-3135 OT 1

TOTAL MSRP \$56,425.00

Scan The QR Code to
get more details about
this vehicle

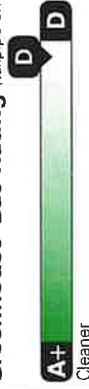


This label is affixed pursuant to the Federal Automobile
Information Disclosure Act. Gasoline, License, and Title Fees,
State and Local taxes are not included. Dealer installed
options or accessories are not included unless listed above.

SPECIAL ORDER
SK072 N RB 2X 630 002703 10 07 25

Protect the environment. Choose vehicles with **higher ratings**:

Greenhouse Gas Rating (tailpipe only)



Smog Rating (tailpipe only)



Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.



48 BUILT
YEARS TOUGH
F-SERIES®
AMERICA'S BEST
SELLING TRUCKS

The FordPass™ Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.™ See in-vehicle settings for connectivity options.

*Based on 1971-2024 C/P total sales.
**FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass terms for details). Connected Service requires an internet connection and a cellular network. Availability. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.



Insist on Ford Protect. The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.



Credit

Get Prequalified now at
www.ford.com/finance

1FTRF3BA5TED15221



WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

From: [Espí, Gabe](#)
To: [Nora Gamino](#); [Hector Martinez](#)
Subject: RE: [External] Service truck
Date: Friday, November 14, 2025 8:51:50 AM
Attachments: [image001.png](#)
[Q9312313 - 2026 Ford F350 Service Body FO.pdf](#)

Hey Nora,

Based on the attached quote previously provided – the below is the breakdown of needed info.
Please let me know if this works for your team or if anything else is needed here.

- Cost of vehicle: \$55,503
- Cost of add-ons: \$38,676.42
- Licensing & Fees: \$1,288.83
- Any other associated costs, including deliver or service charges: \$6,902.60
- Taxes: \$8,333.03
- Total cost: \$110,703.88

Regards,

Gabe

Gabe Espí

Client Strategy Manager
Southern California

(714) 701-8365 direct

(909) 367 6125 cell
Gabe.Espi@efleets.com

From: Espí, Gabe
Sent: Friday, November 14, 2025 8:20 AM
To: 'Nora Gamino' <ngamino@cityofbishop.ca.gov>; Hector Martinez
<hmartinez@cityofbishop.ca.gov>
Subject: RE: [External] Service truck

Nora,

Thanks for the update and sounds good – I will provide the below requested info for your team soon.

Regards,

Gabe

Gabe Espí

Client Strategy Manager
Southern California

Prepared For: City of Bishop Ellsworth, Josh				Date 10/08/2025 AE/AM JDD/AGE	
Unit #					
Year 2026		Make Ford		Model F-350 Chassis	
Series XL 4x4 SD Regular Cab 145 in. WB SRW					
Vehicle Order Type		Ordered	Term 60	State CA	Customer# 587091
\$ 94,179.42		Capitalized Price of Vehicle ¹			
\$0.00		*	Sales Tax <u>0.0000%</u> State <u>CA</u>		
\$ 1,288.83		*	Initial License Fee		
\$ 0.00		Registration Fee			
\$ 560.00		Other: (See Page 2)			
\$ 94,734.68		*	Capitalized Price Reduction		
\$ 0.00		Gain Applied From Prior Unit			
\$ 0.00		*	Security Deposit		
\$8,333.03		*	Taxes		
\$ 4.74		Total Capitalized Amount (Delivered Price)			
\$ 0.07		Depreciation Reserve @ <u>1.5000%</u>			
\$ 97.13		Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) ²			
\$ 97.20		Total Monthly Rental Excluding Additional Services			
Additional Fleet Management					
Master Policy Enrollment Fees					
\$ 0.00		Commercial Automobile Liability Enrollment			
Liability Limit <u>\$0.00</u>					
\$ 0.00		Physical Damage Management		Comp/Coll Deductible	<u>0 / 0</u>
\$ 0.00		Full Maintenance Program ³ Contract Miles <u>0</u>		OverMileage Charge	<u>\$ 0.0720</u> Per Mile
Incl: # Brake Sets (1 set = 1 Axle) <u>0</u>				# Tires <u>0</u>	Loaner Vehicle Not Included
\$ 0.00		Additional Services SubTotal			
\$ 8.51		Tax	<u>8.7500%</u>	State <u>CA</u>	
\$ 105.71		Total Monthly Rental Including Additional Services			
\$ 0.54		Reduced Book Value at <u>60</u> Months			
\$ 400.00		Service Charge Due at Lease Termination			

Quote based on estimated annual mileage of 10,000
 (Current market and vehicle conditions may also affect value of vehicle)
 (Quote is Subject to Customer's Credit Approval)
 Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.
 Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement. In the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a \$500 disposal fee, interest incurred, and loss of value.

LESSEE City of Bishop		
BY	TITLE	DATE

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

¹ Capitalized price of vehicle may be adjusted to reflect final manufacturer's invoice, plus a pre delivery interest charge. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicle.

² Monthly lease charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor).

³ The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
Snow Plow - Phenix Quote TQ52696 (AME Quote: TQ52696)	C	\$ 18,071.42
Cab Protector - Harbor Quote SQ102794 (AME Quote: SQ102794)	C	\$ 0.00
Service/Utility - Harbor Quote SQ102794 (AME Quote: SQ102794)	C	\$ 16,246.98
Strobe Lights - Strongs Truck and Van quote 77227 (AME Quote: 77227)	C	\$ 4,358.02
Receiver Hitch - Harbor Quote SQ102794 (AME Quote: SQ102794)	C	\$ 0.00
Material/Pipe Rack - Harbor Quote SQ102794 (AME Quote: SQ102794)	C	\$ 0.00
Spray In Bedliner - Harbor Quote SQ102794 (AME Quote: SQ102794)	C	\$ 0.00
Total Aftermarket Equipment Billed		\$ 0.00
Total Aftermarket Equipment Capitalized		\$ 38,676.42
Aftermarket Equipment Total		\$ 38,676.42

Other Totals

Description	(B)illed or (C)apped	Price
Initial Administration Fee	C	\$ 60.00
Courtesy Delivery Fee	C	\$ 500.00
Total Other Charges Billed		\$ 0.00
Total Other Charges Capitalized		\$ 560.00
Other Charges Total		\$ 560.00

VEHICLE INFORMATION:

2026 Ford F-350 Chassis XL 4x4 SD Regular Cab 145 in. WB SRW - US

Series ID: F3F

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	\$51,338	\$54,040.00
Total Options	\$2,070.00	\$2,275.00
Destination Charge	\$2,595.00	\$2,595.00
Total Price	\$56,003.00	\$58,910.00

SELECTED COLOR:

Exterior:	Z1-(0 P) Oxford White
Interior:	AS-Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
145WB	145" Wheelbase	STD	STD
153	Front License Plate Bracket	NC	NC
18B	Platform Running Boards	\$291.00	\$320.00
425	50-State Emissions System	STD	STD
43C	120V/400W Outlet	\$205.00	\$225.00
44G	Transmission: TorqShift 10-Speed Automatic	Included	Included
473	Snow Plow Prep Package	\$319.00	\$350.00
512	Spare Tire & Wheel	\$319.00	\$350.00
52B	Trailer Brake Controller	\$273.00	\$300.00
61J	3-Ton Mechanical Jack	Included	Included
630A	Order Code 630A	NC	NC
64F	Wheels: 18" Argent Painted Steel	Included	Included
67B	410 Amp Dual Alternators	\$195.00	\$215.00
86M	Dual 68 AH/65 AGM Battery	Included	Included
872	Rear View Camera & Prep Kit	\$468.00	\$515.00
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas	Included	Included
A	HD Vinyl 40/20/40 Split Bench Seat	Included	Included
AS_03	Medium Dark Slate w/HD Vinyl 40/20/40 Split Bench Seat	NC	NC
FCP1	Ford Connectivity Package (1-Year Included)	Included	Included
PAINT	Monotone Paint Application	STD	STD
STDGV	GVWR: 10,900 Lb Payload Package	Included	Included
STDRD	Radio: AM/FM Stereo w/MP3 Player	Included	Included
SYNC4	SYNC 4 Communication & Entertainment System	Included	Included
TCH	Tires: LT275/65Rx18E BSW A/S	Included	Included
WARANT	Fleet Customer Powertrain Limited Warranty	NC	NC
X4M	Electronic-Locking w/4.30 Axle Ratio	Included	Included
Z1_01	(0 P) Oxford White	NC	NC

CONFIGURED FEATURES:

Body Exterior Features:

Number Of Doors: 2
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors with turn signal indicator
Convex Driver Mirror: convex driver and passenger mirror
Mirror Type: manual extendable trailer mirrors
Running Boards: running boards
Door Handles: black
Front And Rear Bumpers: black front and rear bumpers with black rub strip
Front Tow Hooks: 2 front tow hooks
Front License Plate Bracket: front license plate bracket
Body Material: aluminum body material
: trailering with harness, brake controller
Grille: black grille
Upfitter Switches: upfitter switches

Convenience Features:

Air Conditioning: manual air conditioning
Air Filter: air filter
Cruise Control: cruise control with steering wheel controls
Power Windows: power windows with driver and passenger 1-touch down
Remote Keyless Entry: yes remote keyless entry
Illuminated Entry: illuminated entry
Integrated Key Remote: integrated key/remote
Auto Locking: auto-locking doors
Steering Wheel: steering wheel with manual tilting, manual telescoping
Day-Night Rearview Mirror: day-night rearview mirror
Emergency SOS: SYNC 4 911 Assist emergency communication system
Front Cupholder: front cupholder
Overhead Console: full overhead console with storage
Glove Box: illuminated locking glove box
Dashboard Storage: dashboard storage
IP Storage: covered bin instrument-panel storage
Retained Accessory Power: retained accessory power
Power Accessory Outlet: 2 12V DC power outlets
AC Power Outlet: 1 interior 120V AC power outlet

Entertainment Features:

radio: AM/FM stereo with seek-scan
Voice Activated Radio: voice activated radio
Speed Sensitive Volume: speed-sensitive volume
Steering Wheel Radio Controls: steering-wheel mounted audio controls
Speakers: 4 speakers
Internet Access: FordPass Connect 5G internet access
1st Row LCD: 2 1st row LCD monitor
Wireless Connectivity: wireless phone connectivity
Antenna: fixed antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type: delay-off reflector halogen headlamps
Cab Clearance Lights: cab clearance lights
Front Wipers: variable intermittent wipers
Tinted Windows: light-tinted windows
Dome Light: dome light with fade
Front Reading Lights: front reading lights
Variable IP Lighting: variable instrument panel lighting
Display Type: digital/analog appearance
Tachometer: tachometer
Compass: compass
Exterior Temp: outside-temperature display

Low Tire Pressure Warning: tire specific low-tire-pressure warning
Trip Computer: trip computer
Trip Odometer: trip odometer
Lane Departure Warning: lane departure
Forward Collision Alert: forward collision
Oil Pressure Gauge: oil pressure gauge
Water Temp Gauge: water temp. gauge
Transmission Oil Temp Gauge: transmission oil temp. gauge
Engine Hour Meter: engine hour meter
Clock: digital clock
Systems Monitor: driver information centre
Rear Vision Camera: rear vision camera
Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Door Ajar Warning: door-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Spare Tire Type: full-size spare tire
Spare Tire Mount: spare tire mounted frame mounted
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: Safety Canopy System curtain 1st row overhead airbag
Height Adjustable Seatbelts: height adjustable front seatbelts
Side Impact Bars: side-impact bars
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights
Ignition Disable: SecuriLock immobilizer
Security System: security system Ford Security Package (1-year included with activation)
Panic Alarm: panic alarm
Electronic Stability: AdvanceTrac w/Roll Stability Control electronic stability stability control with anti-rollover
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 3
Front Bucket Seats: front split-bench 40-20-40 seats
Number of Driver Seat Adjustments: 4-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Lumbar: manual driver and passenger lumbar support
Driver Fore/Aft: manual driver and passenger fore/aft adjustment
Front Centre Armrest Storage: front centre armrest with storage
Leather Upholstery: vinyl front seat upholstery
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Shift Knob Trim: urethane shift knob
Interior Accents: chrome interior accents

Standard Engine:

Engine 335-hp, 7.3-liter V-8 (regular gas)

Standard Transmission:

Transmission 10-speed automatic w/ OD and PowerShift automatic

From: [Hector Martinez](#)
To: [Nora Gamino](#)
Subject: Fw: [External] Updated Quote - F-350
Date: Wednesday, November 5, 2025 1:57:30 PM
Attachments: [Bishop Snow.pdf](#)

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Diamond Ford <sales@diamondford.forddirectcrmpro.com>
Sent: Friday, October 31, 2025 2:58:33 PM
To: Hector Martinez <hmartinez@cityofbishop.ca.gov>
Subject: [External] Updated Quote - F-350

Good afternoon Hector,

Here is the updated quote with everything. I do not have a regular cab ready to go at the moment, so I did send this quote to you as a super cab (small rear seat access with the suicide doors). I will try to stay competitive with the price though.

This build would be 96,546 in this configuration. I'll get it done for you guys at 94k. Pretty much the same price as a regular cab.

Attached is the exact build and invoice for the truck.

VIN# 1FD8X3FN2TEC93700 --- 2026 F-350

Hope this helps!

Brian Miller
Diamond Ford

 To stop receiving these messages visit [Communication Preferences](#) 

MEMO INVOICE: FINAL VIN # AND PRICE LEVEL
SUBJECT TO CHANGE

DOES NOT INCLUDE HOLD BACK OR ADVERTISING

I have reviewed this vehicle factory invoice and
acknowledge this is the vehicle I am requesting
from Scelzi Enterprises bailment inventory.

Authorized by: _____ Date: _____ Dealer Code: _____

DEALER 860 024

	F35W 4X4 SUPERCAB CHAS	Suggested Retail Price	56050.00
	SPECIAL DEALER ACCOUNT ADJUSTM		
	2026 MODEL YEAR		
Z1	OXFORD WHITE		
18	MEDIUM DARK SLATE CLOTH		
	PREFERRED EQUIPMENT PKG.630A		
	.XL TRIM		
572	.AIR CONDITIONING -- CPC FREE	NC	
	.AM/FM STEREO MP3/CLK		
99N	.7.3L DEVCT NA PFI V8 ENGINE		
44G	10-SPEED AUTO TORQSHIFT	NC	
TDX	LT275/70R18E BSW ALL TERRAIN	265.00	
X4M	4.30 ELECTRONIC-LOCKING AXLE	NC	
512	SPARE TIRE AND WHEEL	350.00	
61J	JACK	NC	
	FORD FLEET SPECIAL ADJUSTMENT	NC	
153	FRONT LICENSE PLATE BRACKET	NC	
18B	PLATFORM RUNNING BOARDS	445.00	
	11300# GVWR PACKAGE		
41H	ENGINE BLOCK HEATER	250.00	
41P	SKID PLATES	150.00	
425	50 STATE EMISSIONS	NC	
43C	PRO POWER ONBOARD - 400W	225.00	
473	SNOW FLOW PREP PACKAGE	350.00	
	JOB #1 ORDER		
52B	TRAILER BRAKE CONTROLLER	300.00	
67B	410 AMP DUAL ALTERNATOR	215.00	
86M	DUAL BATTERY	NC	
872	REAR VIEW CAMERA & PREP KIT	515.00	
1	CLOTH 40/20/40 SEAT	100.00	
	CONN PKG: 1 YR INCL W/FORD APP		
96V	XL CHROME PACKAGE	425.00	
	.BACKGLASS DEFROST		
	.POWER SLIDING REAR WINDOW		
	.FOG LAMPS		
	.REMOTE START SYSTEM		
	.PRIVACY GLASS		
	SPCL. DLR. ACCT. ADJ. CR.		
	TOTAL OPTIONS/OTHER	3590.00	
	TOTAL VEHICLE & OPTIONS/OTHER	59640.00	
	DESTINATION & DELIVERY	2595.00	
	TOTAL FOR VEHICLE	62235.00	
	 FUEL CHARGE		
	SHIPPING WEIGHT 6107 LBS.		
	TOTAL	62235.00	

Your Vehicle Configuration

Make:	Ford	FGAWR:	5950
Model:	F350 Super Duty	GVWR:	11300
Year:	2025	Rear Wheel:	SRW with 18" All-Season Tires
Cab:	Super	Bed:	8'
Engine:	7.3L	Trim Pkg:	*
Wheel Base:	164	Headlamp:	All Vehicles - ESS - 99101399
Drive Train:	4X4		

Application Notes - 2025 Ford F350 Super Duty on Sno-Way 29VHD-8'-6" S2

- May require major modifications to the air dam and /or fascia.

- For easier installation of the ESS kit, a 99101394 Interface Kit can be purchased. [Click here to see the Installation Manual.](#)

- If installing VMK with Serial Number 1240A201054 or earlier, [click here for the latest manual.](#) See TSB 22-04-26A for details.

This 'What Plow Fits My Truck' guide is for reference only. Calculations and fitment notes are based on the best information available for vehicle geometry, curb weights, and axle ratings. It is the operator's responsibility to ensure the vehicle's FGAWR, RGAWR, & GVWR are not exceeded. Some vehicles may require suspension aids to maintain good ground clearance.

[Click here to download the full Sno-Way Statement Regarding the Installation of Snow Plow.](#)

Application Part Specifications for 2025 Ford F350 Super Duty

Power Pack Choice - Select One	Down Pressure	99101409
Blade Assembly Choices	8'6" Steel Flared Wing	99101298
Control Choice - Select One	Wired ProControl**II Plus	99101397
	Wireless ProControl**II Plus	99101398
Subframe	Vehicle Mount Kit	99101240
	Vehicle Center Member	99100891
Headlamp Choice	Headlamp	All Vehicles - ESS - 99101399
Snow Plow Interface Module Kit	SPIM kit	N/A
Accessory Options - Select Any or All	E-Z Fit** Deflector	99100999
	Stainless Steel Skin Kit	99101489
	Shoe Kit	96113394
	Smart Sight**	99101449
	Smart Flash**	99101450
	Sno-Way Plow Parka	99101213
	Rubber Deflector	99101436
	Curb Guard	99101485
	Poly Caster Wheel Kit	99101486
	Emergency Plow Parts Kit	99101252

**This is a Trademarked term of Sno-Way, Intl.

Snow Plow Model 29VHD-8'-6" S2

29VHD-8'-6" S2 Plow Specifications

Model Name:	29VHD-8'-6" S2	Shock Killer:	Standard
Blade Width:	95"(vee) 102"(straight)	Paint Triple Coat Protection:	Standard
Blade Height:	Center 29", Outer 36-1/2"	Plow Lights:	ESS® LED Thermose...
Weight Steel:	840 lbs.	Flexforce Frame:	Standard
Cutting Edge:	1/2" x 6" Proprietary Steel	Down Pressure Hydraulic S...	Standard
Verticaldiagonal Ribs:	6/0	Wireless Pro-control:	Optional
Trip Springs:	2	Mount System:	Drive In
Plow Shoes:	Optional		

*Weight does not include weight of Subframe.



Agenda Item: 9.F
Date of Meeting: December 8, 2025
Department: Community Services

STAFF REPORT

To: City Council
From: Dan McElroy
Subject: **Task Order 25-TO-08 Field 6 and Budget Adjustment - Community Services Department**
Prepared On: December 1, 2025
Attachments: 25-TO-08 Wood Rodgers - Field 6 Design

Background/History:

The Field 6 Enhancement Project concept was developed during the City of Bishop Strategic planning meeting in 2024. Through input from the Parks and Recreation Commission and City Council this project selected as a priority for the City Park Master Plan and Strategic Plan. In November of 2024 a task order with Wood Rodgers was developed to create conceptual designs.

In November of 2025 the Community Services Department began working with Wood Rodgers on a new task order to develop construction documents for the Field 6 Enhancement Project. This process will run concurrently with the Parks Master Plan process to allow for progress and implementation of Field 6 improvements in the Fall of 2026.

Analysis/Discussion:

The Community Services Department worked with Wood Rodgers on the first task order concept which included space for two soccer fields, pickleball courts, and basketball courts. The new task order 25-TO-08 with Wood Rodgers will include the Phase 1 design for one soccer field with natural sod turf surface, irrigation, power supply to the site for lighting. Phase 1 soccer field construction documents will be the priority for this task order. Wood Rodgers will also develop phased construction plans for hard surface courts, which could include basketball, pickleball or a surface for hockey within the Field 6 Enhancement area. This will allow for fall construction depending on the conclusions of the Parks Master Plan and Strategic Planning.

Wood Rodgers has developed a timeline and cost associated with the task order 25-TO-08. The amount for this task is \$119,540 and was not accounted for in the 2025-2026 budget. During the 25-26 strategic planning and budget development process, the City intentionally omitted a budget amount for this project, but planned for a potential amendment to the budget, as described in the City's financial statements.

Economic Impacts:

The redevelopment of Field 6 will allow for Bishop to host larger sporting events which is expected to bring out-of-town users to the area, supporting local businesses in town. Overall, this investment will have a positive economic impact on the city.

The County of Inyo has committed \$250,000 to the Field 6 Enhancement.

Budget Impacts:

The below listed budget adjustment is required to increase approved spending/capital outlay during FY 2025-26.

001-031-56027 (Capital Improvement) 119,540.00

Legal Review:

Recommended Action:

- Council consideration to approve the City Administrator to sign a task order with Wood Rodgers to develop construction documents for the Field 6 Enhancement project for a not-to-exceed amount of \$119,540.
- Council consideration to approve a budget adjustment to account 001-031-56027 in the amount of \$119,540.

Approved By: Ethan Aukee 12/2/2025

Approved By: Pam Foster 12/3/2025

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-08 with Wood Rodgers for As Needed On-Call Engineering and Surveying Services

Date: December 8, 2025
Consultant: Wood Rodgers Inc.
Contract No: 25-TO-08
Project Title: Field 6 Enhancement Project, Phase 1 Final Design
Not to Exceed Fee: \$119,540
Expense Line: 001-031-56027

A. PROJECT DESCRIPTION AND BACKGROUND INFORMATION

The City of Bishop seeks a proposal from Wood Rodgers, Inc. to develop construction documents for Phase 1 of the Field 6 Enhancement Project. The project is located within the Bishop City Park along Hanby Street at the existing Field 6 soccer field site.

Initial efforts with this project will include development of a preferred alternative for the ultimate build out condition for the site. The preferred alternative will be based on a combination of conceptual layouts prepared by Wood Rodgers through Task Order 24-TO-05 (previously WR TO 04) and are anticipated at full buildout to potentially include two full-sized soccer fields, a combination of basketball and pickleball courts, field lighting, fencing, grandstands, pedestrian circulation and other amenities.

Phase 1 final design will commence following acceptance of the preferred alternative and will include at least one soccer field with a natural sod turf surface, irrigation, power supply to the site, and other improvements allowable within a \$1M construction budget.

B. SCOPE OF SERVICES

Task 1 – Project Management & Coordination

For this task, we will perform the following:

- ❑ Initiate a virtual Kick-Off Meeting to discuss the City's goals and needs for the Project. Wood Rodgers will prepare the agenda and minutes for the Kick-Off Meeting. The Project Manager, Landscape Architect and Electrical Engineer will attend the Kick-Off Meeting.
- ❑ Attend Project coordination meetings as necessary. Approximately six (6) virtual monthly meetings are anticipated. Wood Rodgers will prepare the agendas and minutes for each coordination meeting. The Project Manager, Landscape Architect and Electrical Engineer will attend Monthly Meetings.

- ❑ Submit monthly progress reports and invoices.

Task 1 Deliverables:

- Kick-off Meeting Agenda and Minutes.
- Monthly Progress Reports and Invoices.
- Meeting Agendas and Minutes.

Task 2 – Preferred Alternative Development

For this task, we will perform the following:

- ❑ Prepare one Conceptual Plan alternative based on a combination of previously prepared alternatives, with proposed phasing shown. One round of comments from the City will be addressed. It is anticipated that a preferred alternative will be chosen during this task and utilized for preparation of Construction Documents.
- ❑ A Conceptual Construction Cost Estimate will be prepared.

Task 3 – Construction Documents

For this task, we will perform the following:

- ❑ Prepare design drawings that include approximately the following sheets:
 - Title Sheet (1 Sheet)
 - Notes Sheet (1 Sheet)
 - Legend and Abbreviations Sheet (1 Sheet)
 - Demolition Plan Sheets (2 Sheets)
 - Erosion & Sediment Control Plan Sheets (2 Sheets)
 - Site Plan Sheets (2 Sheets)
 - Site Accessibility / Path of Travel Plan Sheet (1 Sheet)
 - Grading Plan Sheets (2 Sheets)
 - Civil Details (3 Sheets)
 - Irrigation Plan Sheets (2 Sheets)
 - Planting Plan Sheets (2 Sheets)
 - Irrigation & Planting Details (3 Sheets)
 - *Electrical Design Sheets (6 Sheets) - Prepared by PK Electrical, Inc.*
- ❑ Attend virtual design review meetings at the 60% and 90% phase of design.
- ❑ Design drawings will be submitted to the City of Bishop (COB) for review at the 60%, 90% and 100% phases of design.
- ❑ Construction Cost Estimates, including quantities and unit pricing, will be prepared and submitted at each phase of completion. The estimate will be utilized to prepare a Construction Bid Schedule for inclusion in the Project's contract documents.
- ❑ Prepare a Technical Drainage Analysis Report for the Project. The report is intended to address hydrology and drainage design and determine the storm drain infrastructure needs for the project.

- ❑ Special Provisions and Technical Specifications will be prepared and included in the Project's contract documents. Technical Specifications will be submitted at the 90% and 100% phases of design. Front-end contract documents preparation is not included in this scope of work.
- ❑ Our subconsultant, PK Electrical, Inc. (PKE), will coordinate with Southern California Edison (SCE) for service and infrastructure requirements. PKE will assist with preparing and submitting required documentation, attend virtual utility meetings as needed and incorporate all SCE standards and comments into the construction documents. If SCE requires customer-designed utility infrastructure plans, PKE will prepare the necessary plans and details.

Task 2 Deliverables:

- 60%, 90% and 100% Plans and Construction Cost Estimates.
- 90% and 100% Construction Bid Schedule, Special Provisions and Technical Specifications.

Task 3 – Bidding Assistance

For this task, we will perform the following:

- ❑ Assist COB in responding to questions during the bidding process.
- ❑ Prepare all required responses to Requests for Information (RFIs) during the bidding process. Revised Construction Plans will accompany RFI responses, if required.
- ❑ Attend an in-person pre-bid conference for the Project, if required.
- ❑ Attend a bid opening, if required.

Task 3 Deliverables:

- RFI Responses.

C. ASSUMPTIONS AND PROVIDED DOCUMENTS

- ❑ A full avoidance of environmental impacts is anticipated with the Project.
- ❑ City to provide GIS data.
- ❑ City to provide potholing information as requested by Wood Rodgers.
- ❑ City to prepare front-end contract documents.
- ❑ City is responsible for payment of all agency fees.
- ❑ Construction administration, staking, testing and inspection are not included with this scope of work.

D. PROPOSED PROJECT SCHEDULE

Milestone	Estimated Duration (weeks)	Anticipated Due Date
Notice to Proceed/Kick-Off Meeting	-	December 9, 2025
Preferred Alternative Development	2	December 19, 2025
60% PS&E Preparation	4	January 30, 2026
60% Agency Review	3	February 20, 2026
90% PS&E Preparation	4	March 20, 2026
90% Agency Review	3	April 10, 2026
100% PS&E Preparation	3	May 1, 2026
100% Agency Review	2	May 15, 2026
Plan Adoption by Council (if required)	-	June 8, 2026
Advertise Project	4	June 9 – July 9, 2026
Construction	-	Summer/Fall 2026

Approximately four weeks of float is distributed at the beginning and end of the schedule to account for holidays, office closures, and unforeseen delays.

E. FEES

The total cost to complete the work included in the Scope of Services shall not exceed \$119,540 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 fee schedule attached as EXHIBIT A.

F. CONTACT PERSON

City of Bishop	Wood Rodgers Inc.
Pam Foster	Mike Davidson, PE
City Administrator	Principal Engineer
(760)-873-5864	775-823-4064 Direct
pfoster@cityofbishop.ca.gov	mdavidson@WoodRodgers.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 Wood Rodgers Inc. 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.

Pam Foster	Date	Mike Davidson, PE	Date
City Administrator		Principal Engineer	
City of Bishop		Wood Rodgers, Inc.	

Exhibit A - Fee Schedule
Task Order 25-TO-08 - Field 6 Phase 1 Final Design
City of Bishop

Task Description	Wood Rodgers Staff												Direct Costs		Totals	
	Principal Engineer I		Senior LA * I		Project Engineer/ LA * I		Planner II		Assistant Engineer		Project Coordinator		Other Direct Costs	Subconsultants	# of Hours per Task	Cost per Task
Hourly Rates	\$290		\$260		\$225		\$195		\$170		\$165					
Task 1 - Project Management & Coordination	11	\$3,190	8	\$2,080	8	\$1,800	0	\$0	0	\$0	3	\$495	\$500	\$0	30	\$8,065
Kick-Off Meeting and Minutes Preparation	2	\$580	2	\$520	2	\$450	0	\$0	0	\$0	0	\$0	\$0	\$0	6	\$1,550
Monthly Project Coordination Meetings & Progress Reports	9	\$2,610	6	\$1,560	6	\$1,350	0	\$0	0	\$0	3	\$495	\$500	\$0	24	\$6,515
Task 3 - Conceptual Planning	1	\$290	1	\$260	2	\$450	0	\$0	8	\$1,360	0	\$0	\$0	\$0	12	\$2,360
Concept Alternative Preparation & Cost Estimating	1	\$290	1	\$260	2	\$450	0	\$0	8	\$1,360	0	\$0	\$0	\$0	12	\$2,360
Task 4 - Construction Documents	17	\$4,930	44	\$11,440	166	\$37,350	84	\$14,280	84	\$14,280	3	\$495	\$0	\$18,150	398	\$100,925
60% Plans & Estimate	3	\$870	16	\$4,160	54	\$12,150	30	\$5,100	30	\$5,100	1	\$165	\$0	\$5,280	134	\$32,825
90% Plans, Specifications & Estimate	7	\$2,030	24	\$6,240	68	\$15,300	44	\$7,480	36	\$6,120	1	\$165	\$0	\$8,800	180	\$46,135
100% Plans, Specifications & Estimate	5	\$1,450	4	\$1,040	28	\$6,300	10	\$1,700	14	\$2,380	1	\$165	\$0	\$4,070	62	\$17,105
Technical Drainage Analysis Report	2	\$580	0	\$0	16	\$3,600	0	\$0	4	\$680	0	\$0	\$0	\$0	22	\$4,860
Task 5 - Bidding Assistance	8	\$2,320	1	\$260	8	\$1,800	0	\$0	2	\$340	0	\$0	\$500	\$2,970	19	\$8,190
Bidding Assistance	8	\$2,320	1	\$260	8	\$1,800	0	\$0	2	\$340	0	\$0	\$500	\$2,970	19	\$8,190
Subtotals	37	\$10,730	54	\$14,040	184	\$41,400	84	\$14,280	94	\$15,980	6	\$990	\$1,000	\$21,120	459	\$119,540

*LA = Landscape Architect

TOTAL FEETOTAL FEE\$119,540



Agenda Item: 9.G
Date of Meeting: December 8, 2025
Department: Community Services

STAFF REPORT

To: City Council
From: Dan McElroy
Subject: **Task Order 25-TO-09 Park Master Plan and Budget Adjustment - Community Services**
Prepared On: December 2, 2025
Attachments: 25-TO-09 Parks Master Plan

Background/History:

The City Park is considered to be the jewel of the City of Bishop. The City Park is the host for a multitude of activities and events including Bishop Little League, Bishop AYSO, USA Soccer, BUHS baseball/softball/tennis, Community Gardens, Pickleball/Tennis, Bishop Park Pool, Bishop Swim Team, City League softball/soccer, Summer Camps, Bike Park, Dog Park, and general daily use of our existing facilities. Events hosted at the City Park include Mule Days Art in the Park, Labor Day Arts and Crafts, Fourth of July, Bishop Little League All-Star tournament, Eastern Sierra Cancer Alliance Annual Walk, Swim Team Invitational, Weddings, Gatherings, Parties, Fundraisers, and BUHS tournaments.

In 2019 the Community Services Department updated the Park Master Plan. As time has passed since the last update and community needs have shifted. The Community Services Department brought this item to the 2023 Strategic Planning meeting and City Council made this a priority for 2025-2026. The Community Services Department and Parks and Recreation Commission hosted a public outreach workshop in 2023 to address the City Park usage, and at the 2024 Strategic Planning meeting findings were presented.

In November of 2025, the Community Services Department reached out to Wood Rodgers to discuss a plan to move forward with a task order to engage in a community driven process to produce an up-to-date Parks Master Plan.

Analysis/Discussion:

The Community Services Department has worked with Wood Rodgers to develop the task order 25-TO-09 for the Parks Master Plan. This task order will help refine the public input gained from the Parks and Recreation workshop conducted in 2023 and includes additional community outreach and surveys.

Elements of this task order will include an assessment of existing facilities, future public workshop, public survey, development of concepts, a final conceptual plan and environmental assessment. The new Parks Master Plan will be a guiding document for the future planning of the City Park and Strategic Plan.

The Parks Master Plan task order 25-TO-09 was not included 2025-2026 budget and will need to have a budget adjustment to the Parks 001-031-52015 Professional Services in the amount of \$158,325.

Economic Impacts:

The City Park is located in the downtown corridor of the City of Bishop. By creating facilities and opportunities at the City Park for expanded use the impact would hope to be park users frequenting businesses and establishments.

Budget Impacts:

Increase in spending in professional services, the required budget adjustment is included below.

001-031-52015 158,325.00

Legal Review:

Recommended Action:

- Council consideration to approve the City Administrator to sign a task order with Wood Rodgers to develop the Park Master Plan for a not-to-exceed amount of \$158,325.
- Council consideration to approve a budget adjustment to account 001-031-52015 in the amount of \$158,325.

Approved By: Ethan Aukee 12/3/2025

Approved By: Pam Foster 12/3/2025

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-09 with Wood Rodgers for As Needed On-Call Engineering and Surveying Services

Date: December 8, 2025
Consultant: Wood Rodgers Inc.
Contract No: 25-TO-09
Project Title: City Park Master Plan
Not to Exceed Fee: \$158,325
Expense Line: 001-031-52015

A. PROJECT DESCRIPTION AND BACKGROUND INFORMATION

The City of Bishop is requesting a proposal from Wood Rodgers, Inc. to prepare a comprehensive Park Master Plan, building on the City's initial public outreach efforts and the priorities established in the Council's Strategic Plan. The Bishop City Park Master Plan will serve as a guiding document for the future development and redevelopment of community facilities to better meet the needs of Bishop and Eastern Sierra residents.

The Plan shall include updated goals and policies, an assessment of current and projected supply, demand, and needs for park and recreation facilities and services, and an action plan featuring conceptual site plans that provide a clear vision and projects "roadmap" for the next 2–15 years and beyond.

Working in coordination with City staff, the consultant will develop a well-defined set of goals, tasks, maintenance standards, and funding strategies for park facilities and recreation programs and services. The consultant will collaborate closely with Parks and Recreation, Planning, Public Works, the Parks & Recreation Commission, and the City Council throughout the preparation of the Master Plan.

Initial efforts with this project will include an assessment of the current City of Bishop Parks and preparing two (2) conceptual alternatives for park improvements which will be presented at a public workshop along with an online survey component. Concepts and a summary of the public input will be presented to the Parks Commission to determine a preferred concept. Wood Rodgers will utilize that input to finalize an illustrative Parks Master Plan including the conceptual plan for the park. Wood Rodgers will prepare the necessary environmental reviews for the Parks Master Plan.

B. SCOPE OF SERVICES

Task 1 – Project Management & Coordination

For this task, we will perform the following:

- ❑ Initiate a virtual Kick-Off Meeting to discuss the City's goals and needs for the Project. Wood Rodgers will prepare the agenda and minutes for the Kick-Off Meeting.
- ❑ Attend Project coordination meetings as necessary. Approximately six (6) monthly virtual meetings, and two (2) additional virtual meetings are anticipated. Wood Rodgers will prepare the agendas and minutes for each coordination meeting.
- ❑ Submit monthly progress reports and invoices.

Task 1 Deliverables:

- Kick-off Meeting Agenda and Minutes.
- Monthly Progress Reports and Invoices.
- Meeting Agendas and Minutes.

Task 2 – Existing Park Assessment

For this task, we will perform the following:

- ❑ Review current documents, General Plan, previous community outreach efforts, previous master plan, and recreation data.
- ❑ Coordinate existing conditions site visit:
 - Collect and review existing park inventory, including acreage, amenities, general condition, accessibility (ADA), and maintenance standards.
 - Meet with City of Bishop staff to identify potential opportunities and constraints, learn more about existing conditions.
- ❑ Review recreation programs, staffing, and operational policies, and the City's Strategic Plan.
- ❑ Identify potential environmental constraints affecting park development (e.g., floodplain, biological, cultural, or noise impacts).
- ❑ Review existing population and park user data. Research national standards and compare to existing conditions to determine potential gaps in services and amenities.
- ❑ Summarize all findings in a Baseline Conditions Report, identifying key needs and opportunities, and major constraints

Task 2 Deliverables:

- Prepare existing conditions park map
- Prepare Baseline Conditions / Existing Facilities Summary

Task 3 – Conceptual Alternatives Development

For this task, we will perform the following:

- ❑ Utilizing previous outreach results and the baseline conditions/existing facility summary, Wood Rodgers will work with City of Bishop staff to develop two (2) illustrative alternative park master plan concepts.
- ❑ Wood Rodgers will provide planning level cost estimates for each alternative.

Task 3 Deliverables:

- Up to two (2) illustrative park master plan concept alternatives in a 24x36 PDF format. Concepts will include high-level graphics/photos that illustrate examples of proposed facilities.
- Planning level cost estimate spreadsheet for each alternative

Task 4 – Community Engagement

For this task, we will perform the following:

- ❑ Conduct at least one in-person community workshop to include:
 - Present findings of the community needs assessment to identify gaps between existing facilities and desired recreation priorities.
 - Present a summary of previous outreach efforts
 - Present new opportunities and 2 concept alternatives.
 - Provide opportunities for public input
- ❑ Wood Rodgers will develop an interactive online survey in order to display the alternative concepts online to gain feedback, as well as questions to determine if there are other needs and opportunities not covered in the alternatives.
- ❑ Wood Rodgers will provide a brief memo summarizing the community workshop and survey results.
- ❑ City of Bishop staff will provide advertising and noticing for the workshop as well as meeting space. Wood Rodgers will provide a link to the online engagement tool for the City of Bishop staff to include in their advertising materials and on their website.
- ❑ Wood Rodgers will attend one (1) Parks and Rec Commission meeting in person to present the draft preferred alternative and summary from the community outreach.
- ❑ Wood Rodgers will attend one (1) Parks and Rec Commission meeting and one (1) City Council meeting virtually to support City of Bishop staff in presenting the draft master plan for adoption. Wood Rodgers may attend in person if desired; however, attendance in person would be an additional fee.

Task 4 Deliverables:

- Presentation boards for the community workshop
- Online interactive survey to review the maps and provide public comment
- Memo summarizing the comments and results of the online engagement and community workshop

Task 5 – Master Plan Document:

For this task, we will perform the following:

- ❑ Wood Rodgers will develop a draft preferred illustrative park master plan map based on direction from the City of Bishop staff following the community engagement process.
- ❑ The illustrative park master plan map will show proposed park amenities, infrastructure, circulation, parking, and connectivity of existing facilities and bike/ped networks.
- ❑ Prepare a final planning-level capital improvement cost estimate for proposed amenities and infrastructure.
- ❑ Develop an implementation and action plan including strategies, goals, tasks, and an analysis of financial needs and potential funding mechanisms for short (0–2 years), medium (3–5 years), and long-term (5–15+ years).
- ❑ Provide maintenance and operations recommendations, including potential cost-saving measures, staffing needs, and partnership opportunities.
- ❑ Evaluate economic development potential from new facilities through regional and visitor attraction. Research case studies that may include opportunities for regional sporting events, marketing, and other potential uses to generate revenue.
- ❑ Wood Rodgers will develop an illustrative master plan document with all the info above that paints the vision for the future of the City of Bishop Park.
- ❑ An admin draft will be provided for staff review, and Wood Rodgers will address one (1) round of comments to produce a public draft.
- ❑ Following the public review process Wood Rodgers will address one (1) round of comments and produce a final draft for adoption.

Task 5 Deliverables:

- Draft preferred illustrative park master plan map
- Admin draft, public draft, and final draft of the park master plan document
- Capital improvement cost estimate for proposed amenities and infrastructure
- Implementation and action plan including strategies, goals, tasks, and an analysis of financial needs and potential funding mechanisms for short (0–2 years), medium (3–5 years), and long-term (5–15+ years)
- Maintenance and operations recommendations memo

Task 6 – Environmental Review

For this task, we will perform the following:

- ❑ Prepare an Initial Study / Mitigated Negative Declaration (IS/MND) in accordance with CEQA Guidelines for the Park Master Plan including Field 6 improvements.
- ❑ Coordinate with City staff on public noticing, review period, and CEQA filing.
- ❑ Wood Rodgers understands that the City's goal is to have a comprehensive CEQA document that covers both the Park Master Plan and all of the proposed park improvement projects included in that plan. This scope of work currently only includes CEQA coverage for the Master Plan document and improvements to Field 6 of the Bishop City Park. As the Park Master Plan is developed and other projects and park improvements are identified, Wood Rodgers will determine if any additional environmental studies or analysis are required to fully evaluate their potential for environmental impacts under the CEQA guidelines. If supplemental field surveys, environmental analysis, and documentation are needed, Wood Rodgers will provide a separate contract for those tasks if the City chooses to include those in the CEQA document to provide the comprehensive CEQA analysis. The City may also choose to do a separate environmental process for future park improvements.

Task 6 Deliverables:

- Draft and Final CEQA Documents

C. ASSUMPTIONS AND PROVIDED DOCUMENTS

City of Bishop to provide the following:

- ❑ Maps and info from the previous community workshop
- ❑ Reports on facility use, and any financial data from programs, maintenance, etc.
- ❑ Map of City-owned vs. LADWP-owned land
- ❑ GIS Data necessary for Park Master Plan
- ❑ All advertising and noticing for public outreach
- ❑ Active Transportation Plan (ATP) preliminary list of facilities based on previous outreach.

D. PROPOSED PROJECT SCHEDULE

Milestone	Est. Duration (weeks)	Due Date
Notice to Proceed/Kick-Off Meeting		December 9, 2025
Existing Park Assessment	4	January 2026
Conceptual Alternatives	3	February 2026
Public Workshop & Online Survey	4-6	March/April 2026
Parks & Rec Commission	-	April 2026
Preferred Park MP Map	3	May 2026
Park MP Document	12	May 2026
Final Presentations	-	May 2026
Final Updates	2	June 2026
Environmental Review (will start at Draft Plan)	12	Summer 2026

E. FEES

The total cost to complete the work included in the Scope of Services shall not exceed \$158,325 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 fee schedule attached as EXHIBIT A.

F. CONTACT PERSON

City of Bishop
Pam Foster
City Administrator
(760)-873-5864
pfoster@cityofbishop.ca.gov

Wood Rodgers Inc.
Derek Kirkland, AICP
Principal Planner
775-828-7742 Direct
dkirkland@WoodRodgers.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 Wood Rodgers Inc. 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.

Pam Foster
City Administrator
City of Bishop

Date



Derek Kirkland, AICP
Principal Planner
Wood Rodgers, Inc.

Date

EXHIBIT A - Fee Schedule
WR TO 25-TO-09 - Park Master Plan
City of Bishop

Task Description															Direct Cost	Totals	
	Principal Planner/ Engineer I		Senior Planner/ LA/ GIS/ Engineer I		Project Planner/ LA / GIS I		Planner/ LA/ GIS/ Engineer II		Planner/ LA/ GIS/ Engineer I		Senior Graphics/ CAD Technician II		Assistant Planner/ LA/ GIS/ Engineer		Other Direct Costs	# of Hours per Task	Cost per Task
Hourly Rates	\$290		\$275		\$225		\$205		\$195		\$195		\$170				
Task 1 - Project Management & Coordination	26	\$7,540	2	\$550	28	\$6,300	4	\$820	7	\$1,435	0	\$0	7	\$1,190	\$0	74	\$17,835
Kick-Off Meeting, Project Schedule	2	\$580		\$0	4	\$900		\$0	1	\$205		\$0	1	\$170		8	\$1,855
Monthly Project Coordination Meetings & Progress Reports	24	\$6,960	2	\$550	24	\$5,400	4	\$820	6	\$1,230		\$0	6	\$1,020		66	\$15,980
Task 2 - Existing Park Assessment	12	\$3,480	0	\$0	26	\$5,850	20	\$4,100	16	\$3,280	12	\$2,340	36	\$6,120	\$1,200	122	\$26,370
Existing conditions park map		\$0		\$0	4	\$900		\$0	8	\$1,640	4	\$780	8	\$1,360		24	\$4,680
Existing park inventory & site visit	12	\$3,480		\$0	16	\$3,600	12	\$2,460	8	\$1,640		\$0	16	\$2,720	\$1,200	64	\$15,100
Existing facilities summary		\$0		\$0	6	\$1,350	8	\$1,640		\$0	8	\$1,560	12	\$2,040		34	\$6,590
Task 3 - Conceptual Alternatives Development	2	\$580	6	\$1,650	16	\$3,600	0	\$0	22	\$4,510	0	\$0	32	\$5,440	\$0	78	\$15,780
Park master plan concept alternatives	2	\$580	2	\$550	8	\$1,800		\$0	16	\$3,280		\$0	32	\$5,440		60	\$11,650
Planning level cost estimates		\$0	4	\$1,100	8	\$1,800		\$0	6	\$1,230		\$0		\$0		18	\$4,130
Task 4 - Community Engagement	22	\$6,380	0	\$0	32	\$7,200	0	\$0	10	\$2,050	22	\$4,290	40	\$6,800	\$3,300	126	\$30,020
Public Workshop & Online Tool	12	\$3,480		\$0	12	\$2,700		\$0	8	\$1,640	20	\$3,900	20	\$3,400	\$2,500	72	\$17,620
Parks and Rec Commission/City Council Meetings	8	\$2,320		\$0	16	\$3,600		\$0		\$0		\$0	8	\$1,360	\$800	32	\$8,080
Community Engagement Summary	2	\$580		\$0	4	\$900		\$0	2	\$410	2	\$390	12	\$2,040		22	\$4,320
Task 5 - Master Plan Document	10	\$2,900	6	\$1,650	30	\$6,750	6	\$1,230	38	\$7,790	8	\$1,560	72	\$12,240	\$200	170	\$34,320
Preferred park master plan map	2	\$580	4	\$1,100	10	\$2,250		\$0	8	\$1,640		\$0	30	\$5,100		54	\$10,670
Master plan document	8	\$2,320	2	\$550	20	\$4,500	6	\$1,230	30	\$6,150	8	\$1,560	42	\$7,140	\$200	116	\$23,650
Task 6 - Environmental Review	24	\$6,960	0	\$0	32	\$7,200	0	\$0	88	\$18,040	0	\$0	0	\$0	\$1,800	144	\$34,000
Prepare IS/MND	12	\$3,480		\$0	24	\$5,400		\$0	64	\$13,120		\$0		\$0		100	\$22,000
Public review	12	\$3,480		\$0	8	\$1,800		\$0	24	\$4,920		\$0		\$0	\$1,800	44	\$12,000
Subtotals	96	\$27,840	14	\$3,850	164	\$36,900	30	\$6,150	181	\$37,105	42	\$8,190	187	\$31,790	\$6,500	714	
																TOTAL FEE	\$158,325



Agenda Item: 9.H
Date of Meeting: December 8, 2025
Department: Planning

STAFF REPORT

To: City Council
From: Ana Budnyk
Subject: **Grant Closeout – CDBG CV1-0083 (City of Bishop / Bishop Fire Department PPE Storage Project)**
Attachments: LMA Documentation - Bishop CV1-00083
Combined Closeout Package fillable_508

Background/History:

The City of Bishop is announcing the closeout of its Community Development Block Grant (CDBG) CARES Act funding, Grant CV1-0083, provided by the California Department of Housing and Community Development (HCD). This grant supported local COVID-19 response efforts carried out in coordination with the Bishop Fire Department and Inyo County Health & Human Services.

Project Summary

Funding of \$20,949.23 from CDBG CV1-0083 was used to acquire equipment and facilities necessary to prevent, prepare for, and respond to COVID-19. The project included:

- Purchasing and installing a Personal Protective Equipment (PPE) storage container
- Providing electrical power and foundation work for the storage unit
- Purchasing shelving and storage upgrades
- Supporting emergency organizations with access to securely stored PPE

Analysis/Discussion:

The PPE storage unit will continue to support pandemic preparedness for both the City of Bishop and the Bishop Rural Fire Protection District.

Economic Impacts:

The improvements support emergency preparedness, which reduces future emergency response costs and supports community resilience.

Budget Impacts:

There are no budget impacts associated with closing this grant.

Legal Review:

Recommended Action:

City Council to approve grant closeout.

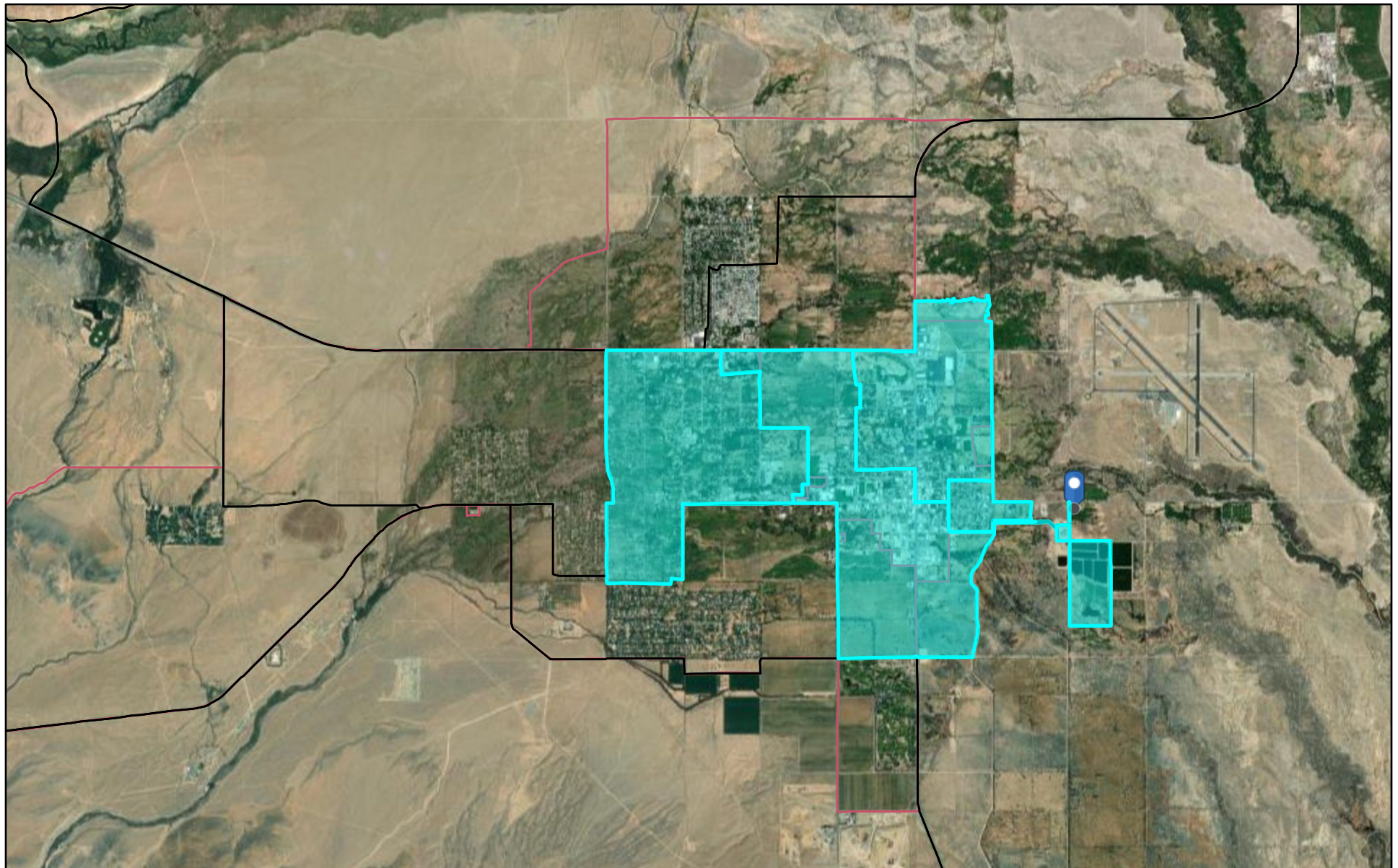
Approved By: Pam Foster

Approved By:

Approved By:

Approved By:

Low- and Moderate-Income Data, based on 2011-2015 ACS 5-year Estimates



11/19/2025, 9:44:28 AM

LMISD by Block Group
LMISD by County Subdivision
LMISD by Place & Consolidated City
LMISD by County

1:72,224
0 0.5 1 2 mi
0 0.75 1.5 3 km
Earthstar Geographics

OBJECTID	GEOID	Source	geoname	Stusab	Countyname	State	County	Tract	Blckgrp	Low	Lowmod	Lmmi	Lowmoduniv	Lowmod_pct	ucLowmod	ucLowmod_p	MOE_Lowmod
12690	060270004001	2015ACS	Block Group 1, Census Tract 4, Inyo County, California	CA	Inyo County	06	027	000400	1	595	965	1360	1675	57.61		0	+/-12.54
12691	060270004002	2015ACS	Block Group 2, Census Tract 4, Inyo County, California	CA	Inyo County	06	027	000400	2	645	770	930	1495	51.51		0	+/-14.52
12692	060270004003	2015ACS	Block Group 3, Census Tract 4, Inyo County, California	CA	Inyo County	06	027	000400	3	430	615	885	1405	43.77		0	+/-17.30
12693	060270004004	2015ACS	Block Group 4, Census Tract 4, Inyo County, California	CA	Inyo County	06	027	000400	4	260	660	1040	1140	57.89		0	+/-29.12
										3010		5715					
												52.67%		LMI			



CDBG Combined Closeout Package

CDBG Award/Contract Number (fill in):	
---------------------------------------	--

Checklist

I/we have completed the following forms. Check all that apply.

- ☒ Closeout Certification
- ☐ Acquired Property Inventory
- ☒ Disencumbrance of Funds Acknowledgement/Request
- ☒ Completion Report Acknowledgement
 - Completion Report uploaded or attached
- ☐ Section 3 Compliance Acknowledgement
- ☐ Section 3 Closeout Report (complete only if applicable)
 - Select and complete correct form based on award date
- ☐ Section 3 Qualitative Efforts (complete only if applicable)
- ☒ Affidavit of Posting Notice
 - Proof of posting also upload/attached (e.g., picture of the website posting with date stamp, newspaper clipping, or a photo of the document posted in a public place noted on affidavit)
- ☐ If this award included a planning activity, I/we have uploaded or attached **ALL** of the following:
 - Final Product(s)
 - Documentation of Public Hearing to accept final product(s) (e.g., copies of announcements, posting, etc.)
 - Board Resolution accepting each/all final product(s)
- ☒ CDBG Combined Closeout Package Signature



Closeout Certification

I (name of authorized representative), Pam Foster, hereby certify that all activities undertaken by the Grantee with funds provided under CDBG Award/Contract Number 20-CDBG-CV1-00083 have, to the best of my knowledge, been carried out in accordance with the award/contract agreement; that proper provision has been made by the Grantee for the payment of all costs and claims; that the State of California is under no obligation to make further payment to the Grantee under the award/contract agreement; and that every statement and amounts set forth in **all Financial Reports** are to the best of my knowledge, true and correct.

The Grantee shall continue to comply with the State CDBG program income reporting requirements.

All costs incurred subsequent to the most recent annual audit period will be audited at the time the Grantee's next annual audit is conducted in accordance with 2 CFR 200, Subpart F. The Grantee will resolve any audit findings relating to both the program and financial aspects of the award/contract. In the event there are any costs which are disallowed by this audit or any subsequent audits which cover CDBG expenditures, and which are sustained by the Department of Housing and Community Development, the amount of such costs shall be returned to HCD.

CDBG Combined Closeout Package Signature

I, the undersigned, hereby certify that all representations made and/or information provided in this combined closeout package and any referenced uploads or attachments is, to the best of my knowledge, true. I further state that my signature below will serve as signature for each of the completed forms in this package as well as for the CDBG Combined Closeout Package taken as a whole.

Date:	Typed Name and Title of Official Authorized in the Resolution: Name: Title	Signature of Official Authorized in the Resolution
--------------	---	---



Acquired Property Inventory

Complete the table below listing any property acquired in whole or in part with CDBG funds or CDBG Program Income in the table below in accordance with the provisions of 24 CFR Part 570.489(k) – Accountability of Real and Personal Property and 24 CFR Part 570.489(e) – Program Income of the HUD CDBG regulations pertaining to property management and program income. If applicable, state “None” acquired. Include additional copies of the table if required.

Future disposition of this property shall be carried out in accordance with CFR 24 Sec. 570.489(j) – Change of Use of Real Property for instructions.

Grantee: City Of Bishop	Award/Contract Number: 20-CDBG-CV1-00083
Contract/Project Name: Inyo County PPE and Storage for COVID 19 Response	

In the table below in the **Proof of Ownership** column, enter the type of proof on record, e.g., title, deed, invoice receipt. In the **% CDBG Funded** column, enter the percentage of the property funded by CDBG award dollars or by CDBG Program Income.

Description of Property	Acquisition Date	Acquisition Cost	Serial # or ID #	Condition	Status	Location	Proof of Ownership	% CDBG Funded
None								%
								%
								%
								%



CDBG – Acquired Property Inventory

Description of Property	Acquisition Date	Acquisition Cost	Serial # or ID #	Condition	Status	Location	Proof of Ownership	% CDBG Funded
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%
								%



Disencumbrance of Funds Acknowledgement/Request

This award/contract has unused CDBG Grant Funds. This excludes Program Income.



Yes



No (If “No”, skip to the Completion Report Acknowledgement form)

Use the table below for Agreements from **Program Year 2017 and prior**.

Program Activity	Activity Code	Awarded Amounts	Amount to Be Disencumbered	Balance
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
TOTAL		\$ 0.00	\$ 0.00	\$ 0.00

For **Program Years 2018 and later**, please enter the total amount to be disencumbered: \$ 29,283.77



CDBG – Completion Report Acknowledgement

Completion Report Acknowledgement

Complete one of the acknowledgments below based on the funding year for the CDBG award/contract you are closing out.

For 2017 and prior projects: I/We have **attached** a copy of the completed Completion Report for this project/program to this Combined Closeout Package.

- Grantee should obtain the appropriate Completion Report for their activity type from their HCD Representative or Grant Administrator.

☐

Yes

☐

No (Grantee will be unable to close out the project/program until report is provided.)

For 2018 and later projects (including CDBG-CV): I/We have **uploaded** a copy of the completed Completion Report to the Grants Network Portal concurrently with the submittal of this package.

- Grantee should obtain the appropriate Completion Report for their activity type from their HCD Representative or Grant Administrator.

☒

Yes

☐

No (Grantee will be unable to close out the project/program until report is provided.)

Grantee should not initiate closeout in the Grants Network Portal until they can provide a Completion Report.



Section 3 Compliance Acknowledgement

The purpose of Section 3 of the Housing and Urban Development Act of 1968 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.

Section 3 requirements apply to housing rehabilitation, housing construction, or other public construction projects when the total amount of housing and community development assistance for the covered project activity (not including general administration) meets or exceeds a funding threshold, generally \$200,000.

Section 3 compliance requirements should have been established at project set up. Grantees who are uncertain whether Section 3 requirements apply to their project(s) should contact their HCD Representative or Grant Administrator.

1. This project/program was funded prior to November 30, 2020 and is required to comply with the prior HUD Section 3 Rule, found at 24 CFR 135.

- ☐ Yes (Complete the Section 3 Closeout Report for Contracts Funded **Prior to** November 30, 2020 on the next page.)
- ☒ No (If “No”, answer Question 2 on this form.)

2. This project/program is required to comply with the HUD Section 3 Final Rule, effective on November 30, 2020, and codified at 24 CFR part 75.

- ☐ Yes (Complete the Section 3 Closeout Report for Contracts Funded **on or After** November 30, 2020.)
- ☒ No

If you answer “No” to both questions above, skip to the Affidavit of Posting Notice form.



Section 3 Closeout Report

(For Contracts Funded **Prior to November 30, 2020**)

Grantee Name:
Award/Contract Number:
Project Name:
Project Location (Address):
County or Metropolitan Service Area (MSA) Where Project is Located:
Report Date:

Please complete the tables below showing Section 3 hires for Grantee and any subrecipients and contracting opportunities for this project/program. Copy this page and attach to report if you need additional rows.

Job Category	Number of New Hires	Number of Section 3 New Hires	Number of Section 3 Trainees
Category Totals:	0.00	0.00	0.00



CDBG – Section 3 Closeout Report (Prior to 11/30/2020)

Construction Contracts		
1	Total dollar amount of construction contracts awarded	
2	Dollar amount of construction contracts awarded to Section 3 businesses	
3	Percentage of total construction contract dollars awarded to Section 3 business (Row 2 divided by Row 1)	0.00%
4	Number of Section 3 businesses that received construction contracts	
Non-Construction Contracts		
1	Total dollar amount of non-construction contracts awarded	
2	Dollar amount of non-construction contracts awarded to Section 3 businesses	
3	Percentage of total non-construction contract dollars awarded to Section 3 businesses (Row 2 divided by Row 1)	0.00%
4	Number of Section 3 businesses that received non-construction contracts	

***Non-construction** contracts are often construction-related contracts for professional services like landscaping, pest control, accounting, architecture, legal services, engineering etc.



Section 3 Closeout Report

(For Contracts Funded **On or After** November 30, 2020)

Grantee Name: City of Bishop
Award/Contract Number: 20-CDBG-CV1-00083
Project Name: Inyo County PPE and Storage for COVID 19 Response
Project Location (Address): 960 Poleta Road, Bishop, California 9351
County or Metropolitan Service Area (MSA) Inyo Where Project is Located:
Report Date: 11/18/2025

Please complete the table below showing labor hours on this contract and percentages as of the date of this report. Remember, if you have multiple projects under this contract, this report should show combined (roll-up) hours for the entire contract (program) as well as percentages based on these totals. Individual project information should be maintained in Grantee records.

For reference the Section 3 “safe harbor” benchmarks are:

- Section 3 Workers make up at least 25% of the total project’s hours

AND

- Targeted Section 3 Workers make up at least 5% of the total project’s hours by the time of project closeout.

	Hours	Percent of Total Labor Hours	Safe Harbor Benchmark Met? (Y/N)
Total Labor Hours to Date:			
Total Section 3 Labor Hours to Date:		0.00%	
Targeted Section 3 Labor Hours to Date:		0.00%	



Section 3 Qualitative Efforts Description

This form is only required for Grantees whose project was **funded on or after** November 30, 2020 **and** whose labor hour benchmarks for Section 3 Workers (25% of a total project's hours) **AND** Targeted Section 3 Workers (5% of a total project's hours) are not anticipated to be met by the time of project closeout. Grantees should maintain records for HUD review to document any efforts checked.

Award/Contract Number:

Contractor/Grantee:

Please read the following list of qualitative efforts that may be undertaken to comply with Section 3 and **check ALL that applied to your organization during the course of this CDBG project.** Note that these actions are associated with your organization and do not need to be associated with the particular CDBG project. For more information consult the Community Planning and Development (CPD) Notice at <https://www.hud.gov/sites/dfiles/OCHCO/documents/2021-09cpdn.pdf>.

- ☐ Outreach efforts to generate job applicants who are Public Housing Targeted Workers
- ☐ Outreach efforts to generate job applicants who are Other Funding Targeted Workers
- ☐ Direct, on-the-job training including apprenticeships
- ☐ Indirect training such as arranging for contracting for, or paying tuition for, off-site training
- ☐ Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching)
- ☐ Outreach efforts to identify and secure bids from Section 3 business concerns
- ☐ Technical assistance to help Section 3 business concerns understand and bid on contracts



CDBG- – Section 3 Qualitative Efforts

- ☐ Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns
- ☐ Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services
- ☐ Held one or more job fairs
- ☐ Provided or connected residents with supportive services that can provide direct services or referrals
- ☐ Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview coaching, uniforms, test fees, and/or transportation
- ☐ Assisted residents with finding childcare
- ☐ Assisted residents to apply for or attend community college or a four-year educational institution
- ☐ Assisted residents to apply for or attend vocational/technical training
- ☐ Assisted residents to obtain financial literacy training and/or coaching
- ☐ Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns
- ☐ Provided or connected residents with training on computer use or online technologies
- ☐ Other (Please describe below.)



Affidavit of Posting Notice

I, (Name of Official Designated in Resolution) Pam Foster, hereby certify that on the 19 day of November (month), 2025 (year), I did post the notice of public hearing concerning discussion of closure and remittal of remaining funds, if any, under the California Department of Housing and Community Development, Community Development Block Grant Program at the following 4 (number) locations listed below, which are available to the public. These postings will be available from 11/19/2025 (date) to 12/08/2025 (date).

Location 1:	City of Bishop, 377 West Line Street
Location 2:	City Council Chambers, 301 West Line Street, Bishop, CA
Location 3:	City Council Chambers, located at 301 West Line Street, Bishop, CA
Location 4:	City of Bishop Website - https://cityofbishop.ca.gov/
Location 5:	

I, (name) Robin Picken, Clerk of City of Bishop (city, county, or jurisdiction name), State of California, hereby certify the above and foregoing is true and correct.

Dated at 377 W. Line St., Bishop (location), California, this 19th (date) day of November (month), 2025.

Robin Picken

Digitally signed by Robin Picken
Date: 2025.12.03 10:53:18 -08'00'

Signature of Clerk

(This may not be the same person as the official designated in the Resolution who is certifying the posting)

City Clerk

Title

CDBG Combined Closeout Package Signature

I, the undersigned, hereby certify that all representations made and/or information provided in this combined closeout package and any referenced uploads or attachments is, to the best of my knowledge, true. I further state that my signature below will serve as signature for each of the completed forms in this package as well as for the CDBG Combined Closeout Package taken as a whole.

Date: 11/19/2025	Typed Name and Title of Official Authorized in the Resolution: Name: Pam Foster Title: City Administrator	Signature of Official Authorized in the Resolution <i>Pam Foster</i>
---------------------------------------	--	--



Agenda Item: 9.I

Date of Meeting: December 8, 2025

Department: Administration

STAFF REPORT

To: City Council
From: Ethan Aukee
Subject: **Professional Service Agreement Between the City of Bishop and Inyo Council for the Arts**
Prepared On: December 2, 2025
Attachments: Professional Service Agreement Between the City of Bishop and Inyo Council for the Arts

Background/History:

The City of Bishop has historically engaged with Inyo Council for the Arts for provision of professional services related to the City's community programming and tourism engagement. The parties maintained a prior agreement that expired June 30, 2025.

Analysis/Discussion:

This proposed Agreement spans a term of January 1, 2026, through December 31, 2026. A transitional provision (XXIII.) is included within the Agreement to allow for Inyo Council for the Arts to submit invoices for service spanning July 1, 2025, through December 31, 2025, and to allow for the City to issue compensation for such services pursuant to the terms and scope of the Agreement.

The maximum compensation payable by the City for service provided January 1, 2026 - December 31, 2026, is \$25,000.00. An additional \$12,500.00 could be payable from the City to Inyo Council for the Arts pursuant to the transitional provision XXIII. and Exhibit B of the Agreement.

Economic Impacts:

The economic impacts associated with approval of the Agreement are described in Exhibit A of the Agreement.

Budget Impacts:

The FY 2025-26 budget includes appropriation of \$25,000.00 for the purpose of a professional service agreement with Inyo Council for the Arts. If this proposed Agreement is executed, the City will be obligated to budget at least \$12,500.00 in FY 2026-27 for the same purpose.

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 the City Administrator to execute the professional service agreement between the City of Bishop and Inyo Council for the Arts for the provision of community and tourism-related programming.

Approved By: Ethan Aukee 12/2/2025

Approved By: Robin Picken 12/2/2025

Approved By: Dean Pucci 12/2/2025

Approved By: Pam Foster 12/2/2025



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

PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY OF BISHOP AND INYO COUNCIL FOR THE ARTS

This professional service agreement ("Agreement"), is made and effective as of January 1, 2026, between the City of Bishop ("Agency"), a municipal corporation, and Inyo Council for the Arts ("Consultant"), a corporation. In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. TERM

This Agreement shall commence on January 1, 2026, and shall remain and continue in effect until tasks described herein are completed, but in no event later than December 31, 2026, unless sooner terminated pursuant to the provisions of this Agreement.

II. SERVICES

Consultant shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A. To the extent that Exhibit A is a proposal from Consultant, such proposal is incorporated only for the description of the scope of services and no other terms and conditions from any such proposal shall apply to this Agreement unless specifically agreed to in writing.

III. PERFORMANCE

Consultant shall at all times faithfully, competently, and to the best of their ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement.

IV. AGENCY REPRESENTATIVE

Agency's City Administrator shall represent Agency in all matters pertaining to the administration of this Agreement, review and approve all products submitted by Consultant, but not including the authority to enlarge the Tasks to be Performed or change the compensation due to Consultant. Agency's City Administrator shall be authorized to act on Agency's behalf and to execute all necessary documents which enlarge the Tasks to be Performed or change Consultant's compensation, subject to Section V hereof.

V. PAYMENT

- A. The Agency agrees to pay Consultant quarterly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed twenty-five thousand dollars (\$25,000.00) for the total term of the Agreement unless additional payment is approved as provided in this Agreement.
- B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Agency City Administrator. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by Agency City Administrator and Consultant at the time Agency's written authorization is given to Consultant for the performance of said services.
- C. Consultant shall submit invoices quarterly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous quarter. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the Agency disputes any of Consultant's fees, it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within forty-five (45) days of receipt of an invoice therefore.

VI. TERMINATION OF AGREEMENT

- A. Except as otherwise provided herein below, either party may terminate this Agreement, or any portion hereof, by serving written notice of termination upon the other party at least ten (10) days prior to the date of termination. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the Agency terminates a portion of this Agreement, such 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 Consultant the actual value of the work performed up to the time of termination, less any disputed amounts. Upon termination of the Agreement pursuant to this section, the Consultant will submit an invoice to the Agency as provided herein above.

VII. DEFAULT

- A. Either party's failure to comply with the provisions of this Agreement shall constitute a default. In the event that either party is in default for cause under the terms of this Agreement, the affected party shall promptly notify the deficient party of such default and following such notice shall have no obligation or duty to

continue compensating or providing any work after the date of default and can terminate this Agreement immediately by written notice to the other party. If such failure hereunder arises out of causes beyond either party's control, and without fault or negligence, it shall not be considered a default.

- B. If the Agency City Administrator determines the Consultant is in default in the performance of any of the terms or conditions of this Agreement, Agency shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service of default notice to cure the default as directed by the Agency in the notice of default. In the event the Consultant fails to cure its default within such period of time, the Agency shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

VIII. OWNERSHIP OF DOCUMENTS

- A. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by Agency that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the Agency at reasonable times to such books and records; shall give Agency the right to examine and audit said books and records; shall permit Agency to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.
- B. Upon completion of, or in the event of termination of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the Agency and may be used, reused, or otherwise disposed of by the Agency without the permission of the Consultant. With respect to computer files, Consultant shall make available to the Agency, at the Consultant's office and upon reasonable written request by the Agency, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to Agency all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the services under this Agreement.

IX. INDEMNIFICATION AND DEFENSE

A. Indemnification

To the fullest extent permitted by law, Consultant shall indemnify and hold harmless Agency and any and all of its officials, employees, agents, and/or volunteers ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs, and expenses, including attorney's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of services under this Agreement. Consultant's duty to indemnify and hold harmless Agency shall not extend to the Agency's sole or active negligence or willful misconduct.

B. Duty to defend

In the event the Indemnified Parties, individually or collectively, are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, and upon demand by Agency, Consultant shall defend the Indemnified Parties at Consultant's cost or at Agency's option, to reimburse Agency for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by Consultant's negligent acts, errors or omissions. Payment by Agency is not a condition precedent to enforcement of this provision. In the event of any dispute between Consultant and Agency, as to whether liability arises from the sole or active negligence or willful misconduct of the Agency or its officers, employees, or agents, Consultant will be obligated to pay for Agency's defense until such time as a final judgment has been entered adjudicating the Indemnified Parties as solely or actively negligent or to have acted with willful misconduct. Consultant 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.

X. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached herewith and incorporated herein by this reference as though set forth in full.

XI. INDEPENDENT CONTRACTOR

- A. Consultant is and shall at all times remain as to the Agency a wholly independent contractor. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither Agency nor any of its officers, employees, or agents shall

have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the Agency. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against Agency, or bind Agency in any manner.

- B. No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, Agency shall not pay salaries, wages, or other compensation to Consultant and/or its employees for performing services hereunder for Agency. Agency shall not be liable for compensation or indemnification to Consultant for injury or sickness to its employee(s) arising out of performing services hereunder.

XII. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of local, state, and federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The Agency, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this section.

XIII. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the Agency in connection with the award, terms, or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the Agency has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee, or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this section shall be a material breach of this Agreement entitling the Agency to any and all remedies at law or in equity.

XIV. NO BENEFIT TO ARISE TO AGENCY EMPLOYEES

During their tenure and for one year thereafter, no member, officer, or employee of Agency, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the services under this Agreement shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the services performed under this Agreement.

XV. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- A. All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without Agency's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the Agency City Administrator or unless requested by the Agency, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the Agency. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives Agency notice of such court order or subpoena.
- B. Consultant shall promptly notify Agency should Consultant, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the Agency, unless the Agency is a party to any lawsuit, arbitration, or administrative proceeding connected to such Discovery, or unless Consultant is prohibited by law from informing the Agency of such Discovery. Agency retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless Agency is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with Agency and to provide the opportunity to review any response to Discovery requests provided by Consultant. However, Agency's right to review any such response does not imply or mean the right by Agency to control, direct, or rewrite said response.

XVI. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by: (i) personal service; (ii) delivery by a reputable document delivery service (e.g., Federal Express), which provides a receipt showing date and time of delivery; or (iii) United States mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To AGENCY: City of Bishop
 377 W. Line Street
 Bishop, CA 93514
 Attention: City Clerk

To CONSULTANT: Inyo Council for the Arts
150 Willow Street
Bishop, CA 93514
Attention: Executive Director

XVII. ASSIGNMENT

- A. Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the Agency. Due to the personal nature of the services to be rendered pursuant to this Agreement, only Consultant shall perform the services described in this Agreement.
- B. Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide Agency with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include an indemnity provision identical to the one provided herein identifying Agency as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from Agency for such insurance.
- C. Consultant may use assistants, under their direct supervision, to perform some of the services under this Agreement. Consultant shall provide Agency fourteen (14) days' notice prior to the departure of the Executive Director from Consultant's employ. Should the Executive Director leave Consultant's employ, the Agency shall have the option to immediately terminate this Agreement, within three (3) days of the close of said notice period. Upon termination of this Agreement, Consultant's sole compensation shall be payment for actual services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between the Governing Board and the Consultant.

XVIII. LICENSES

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

XIX. GOVERNING LAW

The Agency and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the Agency.

XX. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of all facts such party deems material.

XXI. SEVERABILITY

Any part, provision, or representation of this Agreement or any of its exhibits, including, but not limited to Exhibit C, which is held to be invalid, void or unenforceable by a court of competent jurisdiction, shall be limited to that part, provision or representation and all other parts, provisions, or representations herein shall remain in full force and effect.

XXII. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant warrants and represents that they have the authority to execute this Agreement on behalf of the Consultant and have the authority to bind Consultant to the performance of its obligations hereunder.

XXIII. TRANSITIONAL PROVISION

Agency and Consultant acknowledge that Consultant continued to provide arts- and culture- based services for the City following the expiration of a prior agreement on June 30, 2025, based on the mutual understanding that a new agreement would be drafted and presented for consideration and approval. The parties further acknowledge that the effective date of this Agreement is January 1, 2026; however, Consultant may submit invoices for services performed between July 1, 2025, and December 31, 2025, and the City may compensate Consultant for such services in accordance with the compensation terms set forth in Exhibit B. All such invoices shall be subject to verification and approval by the City.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

Inyo Council for the Arts

By: _____
Signature

Typed Name

Title

**City of Bishop
A Municipal Corporation**

Pamela Foster, City Administrator

ATTEST:

Robin Picken, City Clerk

APPROVED AS TO FORM:
Dean J. Pucci, City Attorney

By: _____

Attachments:	Exhibit A	Tasks to Be Performed
	Exhibit B	Payment Schedule
	Exhibit C	Insurance Requirements

EXHIBIT A

TASKS TO BE PERFORMED

Consultant shall provide arts- and culture-based services that support tourism, community enrichment, and cultural vitality within the City of Bishop. These services include the promotion, development, and delivery of public arts programs, cultural events, and community arts initiatives consistent with Contractor's mission and the Agency's goals for visitor engagement.

Consultant shall plan, organize, and implement public arts programming and cultural activities that serve residents and visitors, including music, performance, visual arts, and community festivals. This includes continued production and administration of the Millpond Music Festival; coordination of community arts events and exhibits; facilitation of partnerships with schools, nonprofit organizations, and regional agencies; and support for arts education and youth arts opportunities.

Consultant shall promote public awareness of cultural activities; maintain regular communication with the Agency regarding schedules, programming, and outcomes; and provide information or reporting reasonably requested by the Agency. Consultant shall collaborate with community groups, educational institutions, and cultural partners to enhance access to the arts and to support events and programs that contribute to tourism and community identity.

All services shall be performed in a professional and timely manner, consistent with applicable laws, regulations, permits, and health and safety requirements. Consultant shall coordinate all programs and events with the Agency's designated contract administrator to ensure alignment with Agency objectives and community needs.

EXHIBIT B

PAYMENT SCHEDULE

Consultant shall be compensated by the Agency in the total amount of \$25,000.00 for services performed under this Agreement for the period January 1, 2026, through December 31, 2026. Compensation shall be paid in equal quarterly installments upon submission of a proper invoice and verification that services described in Exhibit A have been satisfactorily performed during the applicable period.

In addition to compensation for the 2026 contract term, Contractor may submit invoices for services performed between July 1, 2025 and December 31, 2025, consistent with Section 23 of this Agreement. All such invoices shall be subject to review and approval by the Agency and shall be paid in accordance with the same invoice and documentation requirements described herein. No quarterly invoice for service shall exceed an amount of \$6,250.00.

All invoices submitted under this Agreement shall identify the period covered, the services provided, and any deliverable completed. No payment shall be made until a proper invoice is received and accepted by the Agency. The Agency shall remit payment within thirty (30) days of acceptance of the invoice.

All compensation provided under this Agreement is subject to annual budget appropriation by the Bishop City Council. The Agency shall have no obligation to pay Contractor for services performed after the expiration or termination of this Agreement, nor shall the Agency be obligated to pay amounts more than the total compensation authorized in this Exhibit.

Contractor shall be solely responsible for all expenses incurred in performing the services required under this Agreement, including administrative costs, personnel expenses, program costs, travel, equipment, and supplies, unless otherwise approved in writing by the Agency.

Any request by Contractor for an adjustment to the total compensation must be submitted in writing and shall not be effective unless approved in a written amendment to this Agreement.

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of Agency, and prior to commencement of work and/or services under this Agreement, Consultant 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 satisfactory to Agency.

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

Automobile liability insurance. Consultant 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 Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned, or rented vehicles, in an amount not less than 1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

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

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

Other provisions or requirements

Proof of insurance. Consultant shall provide certificates of insurance and required endorsements to Agency as evidence of the insurance coverage required herein. 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 for the contract period and any additional length of time required

thereafter. Agency reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Consultant shall procure and maintain for the contract period, and any additional length of time required thereafter, insurance against claims for injuries to persons or damages to property, or financial loss which may arise from or in connection with the performance of the Work hereunder by Consultant, their agents, representatives, employees, or subconsultants.

Primary/noncontributing. Coverage provided by Consultant 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 Consultant or Agency will withhold amounts sufficient to pay premium from Consultant 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 shall be endorsed to waive subrogation against Agency, its elected or appointed officers, agents, officials, employees, and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant 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). Consultant acknowledges and agrees that any actual or alleged failure on the part of the Agency to inform Consultant 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 Consultant maintains higher limits than the minimums shown above, the Agency requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Agency.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide the 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. If any of the Consultant's insurers are unwilling to provide such notice, then Consultant shall have the responsibility of notifying the Agency immediately in the event of Consultant's failure to renew any of the required insurance coverages, or insurer's cancellation or non-renewal.

Additional insured status. General liability, automobile liability, and umbrella/excess liability insurance policies shall provide or be endorsed to provide that Agency and its officers, officials, employees, agents, and volunteers shall be additional insureds under such 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 Consultant'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. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party who is brought onto or involved in the project/service by Consultant (hereinafter collectively "Subcontractor"), provide the same minimum insurance coverage and endorsements required of Consultant under this Agreement. Consultant 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. However, in the event Consultant's Subcontractor cannot comply with this requirement, which proof must be submitted to the Agency, Consultant may still be able to utilize the Subcontractor provided Consultant shall be required to ensure that its Subcontractor provide and maintain insurance coverage and endorsements sufficient to the specific risk of exposure involved with Subcontractor's scope of work and services, with limits less than required of the Consultant, but in all

other terms consistent with the Consultant's requirements under this Agreement. This provision does not relieve the Consultant of its contractual obligations under the Agreement and/or limit its liability to the amount of insurance coverage provided by its subcontractors. This provision is intended solely to provide Consultant with the ability to utilize a Subcontractor who may be otherwise qualified to perform the work or services but may not carry the same insurance limits as required of the Consultant under this Agreement given the limited scope of work or services provided by the subcontractor. Consultant agrees that upon request, all agreements with Subcontractors, and others engaged in the project and/or services, 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 Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the Agency and Consultant may renegotiate Consultant'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, or require proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention through confirmation from the underwriter.

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

Additional insurance. Consultant 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.



Agenda Item: 10.A
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **Public Hearing and Adoption of a Resolution Establishing Fees and Charges for Industrial Wastewater Discharge Permits**
Prepared On: November 19, 2025
Attachments: Resolution - WDP Fees
NOTICE OF PUBLIC HEARING - WDP FEES AND CHARGES

Background/History:

On November 10, 2025, the City Council introduced an ordinance adding Chapter 13.14 – Industrial Waste Discharge Permit Program to the Bishop Municipal Code. This ordinance establishes the City's authority to regulate the discharge of temporary, non-domestic wastewater into the City's publicly owned treatment works (POTW). This action fills an existing regulatory gap for activities such as groundwater dewatering, site remediation, construction-related discharges, and any other temporary discharges that are not ordinary domestic wastewater flows.

Chapter 13.14 authorizes the City Council to adopt fees by resolution to ensure full cost recovery for the administrative, monitoring, and treatment activities necessary to protect the City's wastewater infrastructure and maintain compliance with state and federal requirements.

A separate fee resolution is required to establish the fees and charges to recover the cost of the permit program.

Analysis/Discussion:

The proposed fee schedule is based on reasonable estimates of staff time, laboratory testing costs, treatment costs, and administrative overhead required to administer Chapter 13.14. Fees are structured to ensure that the permit holder, not City ratepayers, bears the full costs of providing this special, optional service.

WDP-1 – Application / Permit Issuance Fee:

- \$500 per permit

WDP-2 – Refundable Deposit:

- \$2,000 minimum, or higher if estimated project costs require

- Ensures adequate funds are available for monitoring, lab work, and treatment

WDP-3 – Inspection & Monitoring Fee:

- \$150 per inspection + actual laboratory costs
- Deducted from the permittee's deposit and reconciled at closeout

WDP-4 – Treatment & Processing Fee:

- \$0.10 per gallon
- Covers the City's treatment, handling, and disposal costs

WDP-5 – Administrative Oversight / Compliance Fee:

- \$120 per hour
- Covers all staff time associated with administering Chapter 13.14, including application review, report review, monitoring coordination, enforcement follow-up, accidental discharge response, hearing/appeal processing, and all other administrative duties

At the close of the permitted activity:

- Actual costs are reconciled against the deposit.
- Any remaining balance is refunded to the permit holder within 30 days.
- If costs exceed the deposit, the remaining balance is invoiced and due within 30 days.
- Unpaid balances are enforceable under the City's new Chapter 13.14 as non-compliance costs.

This structure ensures cost recovery while protecting the City against unpaid fees.

Economic Impacts:

There are no significant economic impacts.

Budget Impacts:

There are no general fund impacts associated with this action. Implementation of the fee schedule for the permit program will be cost-neutral to the City, as all administrative and monitoring costs will be recovered through the adopted fees.

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. Conduct a Public Hearing regarding the proposed fees and charges for Industrial Wastewater Discharge Permits.
2. Adopt the proposed resolution establishing fees and charges associated with administering the Industrial Waste Discharge Program pursuant to Bishop Municipal Code Chapter 13.14 by title only.

Approved By: Ethan Aukee 11/24/2025

Approved By: Robin Picken 11/24/2025

Approved By: Dean Pucci 12/3/2025

Approved By: Pam Foster 12/3/2025

RESOLUTION NO. 2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ESTABLISHING FEES AND CHARGES FOR INDUSTRIAL WASTEWATER DISCHARGE PERMITS

WHEREAS, the City of Bishop operates a Publicly Owned Treatment Works (POTW) that collects and treats wastewater from residential, commercial, and institutional users; and

WHEREAS, the City Council, by adoption of Ordinance No. ____, added Chapter 13.14 – *Industrial Waste Discharge Program* to the Bishop Municipal Code, establishing authority to regulate and permit non-domestic wastewater discharges; and

WHEREAS, said ordinance authorizes the City Council to establish and amend fees by resolution for permit processing, inspection, monitoring, and cost recovery related to the administration of the Industrial Waste Discharge Program; and

WHEREAS, the City desires to ensure that the costs of such program are borne by permit holders and not by the City's general ratepayers, consistent with its policy of recovering the full costs reasonably borne of providing special services of a voluntary and limited nature; and

WHEREAS, the fees adopted herein are based on reasonable estimates of the staff time, monitoring, laboratory testing, and wastewater treatment costs necessary to administer and enforce Chapter 13.14; and

WHEREAS, all requirements of California Government Code § 66016 and Bishop Municipal Code § 3.22.060 regarding public notice and availability of supporting data have been satisfied; and

WHEREAS, the City Council finds that the fees established by this resolution do not exceed the reasonable cost of providing the associated service;

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

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BISHOP finds that the fees established by this resolution do not exceed the reasonable cost of providing the associated service;

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

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

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

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

SECTION 4. INTERPRETATIONS. This Resolution may be interpreted by the Public Works Director in consultation with the City Administrator; any ambiguity shall be resolved to best achieve cost recovery consistent with Chapter 13.14.

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

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

SECTION 7. EFFECTIVE DATE. This Resolution shall go into full force and effect immediately. Pursuant to Bishop Municipal Code Section 3.22.040 B, fees and charges will be effective in sixty (60) days after adoption and execution of an executive order by the City Administrator and no written appeal has been filed. Existing fees and charges shall remain in effect and unchanged until the rates set forth in this resolution go into effect.

PASSED, APPROVED AND ADOPTED this 8th day of December 2025.

Karen Kong, Mayor

ATTEST: _____
Robin Picken, City Clerk

EXHIBIT "A"

FEES AND CHARGES FOR INDUSTRIAL WASTEWATER DISCHARGE PERMITS

No.	Fee / Deposit Type	Description	Fee / Charges	Timing of Payment
WDP-1	Application / Permit Issuance Fee	Covers staff review of the application, discharge data, and sampling plan.	\$500 per permit	Due upon application submission
WDP-2	Refundable Deposit	Secures payment for estimated monitoring, lab, and treatment costs.	\$2,000 minimum, or as estimated by the Public Works Director	Due prior to permit issuance
WDP-3	Inspection & Monitoring Fee	Covers field inspection, sampling, and laboratory testing.	\$150 per inspection + actual lab costs	Deducted from deposit; reconciled post-activity
WDP-4	Treatment & Processing Fee	Recovers WWTP treatment and disposal costs based on discharge volume and strength.	\$0.10 per gallon (initial rate; subject to adjustment)	Deducted from deposit; reconciled post-activity
WDP-5 ¹	Administrative Oversight / Compliance Fee	Covers staff time for data review, enforcement follow-up, and reporting.	\$120 per hour (staff rate)	Deducted from deposit; reconciled post-activity

[1] WDP-5 Covers all staff time associated with administering Chapter 13.14, including data review, report review, enforcement follow-up, responding to accidental discharges, processing hearings or appeals, preparation of related notices or orders, and any other administrative or compliance activities authorized under the ordinance.

NOTICE OF PUBLIC HEARING
CITY OF BISHOP FEES AND CHARGES

NOTICE IS HEREBY GIVEN that the Bishop City Council will hold a public hearing at their regular meeting on Monday, December 8, 2025 at 6:00 p.m. in the Bishop City Council Chambers located at 301 West Line Street, Bishop, to hear and consider citizen input on proposed fees and charges for Industrial Wastewater Discharge Permits established by resolution.

A department staff report of the proposed fees and charges are available for public review at City Hall, 377 West Line Street, Bishop, California, and the City's website at <https://cityofbishop.ca.gov>

PROPOSED FEES AND CHARGES:

Industrial Wastewater Discharge Permits – The proposed fees and charges for Industrial Wastewater Discharge Permits have been proposed under the Public Works Department. The proposed fee schedule is based on reasonable estimates of staff time, laboratory testing costs, treatment costs, and administrative overhead required to administer the proposed Industrial Waste Discharge Program. Fees are structured to ensure that the permit holder, not City ratepayers, bears the full costs of providing this special, optional service. This structure ensures cost recovery while protecting the City against unpaid fees.

Any persons wishing to comment are invited to attend said hearing, or send written comments to the City Council, 377 West Line Street, Bishop, California 93514 on or before the time of said hearing. Any questions can be directed to the Public Works Department at 760-873-8458.

Published: November 27, 2025 and December 4, 2025



Agenda Item: 11.A
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **ORDINANCE - First Reading and Introduction of an Ordinance Adding Chapter 5.34 to the Bishop Municipal Code Relating to Mobile Businesses**
Prepared On: November 20, 2025
Attachments: Ordinance No. XXX Update to Title 5 Mobile Businesses

Background/History:

The City does not currently have comprehensive standards governing mobile businesses, defined in the ordinance as mobile vending operations, including the sale of food or merchandise from a vehicle, on either private property or within the public right-of-way. In practice, the Public Works Department has issued encroachment permits for all mobile business operators, including mobile food vendors, even when a vendor is not physically encroaching into the public right-of-way. This approach has created unnecessary administrative burden and placed Public Works in the position of managing vendor locations, durations, and operational details on a case-by-case basis.

Mobile business operators often request guidance from the City regarding acceptable locations, operational limitations, and compliance requirements, highlighting the need for clearer and more predictable regulations. At the same time, staff has identified the need to ensure that vending activities occur safely, do not obstruct mobility, and do not create conflicts with driveways, schools, intersections, or pedestrian routes.

The proposed ordinance creates a clear, flexible, and enforceable framework for mobile vending that removes unnecessary permit requirements while retaining common-sense operational restrictions needed to protect the public and adjacent businesses.

Analysis/Discussion:

The ordinance does not create any new mobile vending permit or regulatory program. Vendors will continue to operate with only a City Business License and any required Inyo County health permits (if applicable). A Public Works encroachment permit will be required when a vendor places tables, chairs, signs, or other equipment in the public right-of-way. Vendors operating solely from their vehicles and legally parked in the right-of-way will not require any Public Works approval.

Although the City does not currently charge for encroachment permits, this ordinance does not prevent the City from establishing a fee in the future should the need arise.

The ordinance establishes clear time, place, and manner requirements to ensure that mobile vending activities do not interfere with traffic, business access, pedestrian circulation, or public safety. These include setbacks from fire hydrants, crosswalks, building entrances, bus stops, and school frontage. Vendors must also comply with all state and local health, safety, and parking regulations.

The proposed ordinance significantly reduces the administrative workload for the Public Works Department by eliminating the current practice of issuing encroachment permits for all mobile food vendors, regardless of whether they actually encroach into the public right-of-way. Under the new framework, vendors who operate solely from their vehicles and do not place items such as tables, chairs, signs, or other equipment in the right-of-way will no longer require any permit from Public Works, allowing the department to focus on safety and access rather than routine approvals. This shift also removes staff from the role of assigning or managing vendor locations, resulting in a more efficient process for both the City and vendors while retaining the ability to regulate only those situations involving actual encroachments.

Vendors will have increased flexibility to operate throughout the City, provided they comply with the limited restrictions in the ordinance. This reduces the need for location-specific approvals and creates a predictable, and standardized set of operational rules for mobile businesses.

The ordinance also limits noise generated by mobile vending operations by prohibiting amplified sound or music used to advertise or draw attention to the vending vehicle. Only non-amplified sound is allowed, and it may not be used while the vehicle is stationary or be audible beyond 200 feet. These provisions help ensure compatibility with surrounding residential and commercial areas.

Economic Impacts:

There are no significant economic impacts.

Budget Impacts:

There are no significant budget impacts, however the ordinance is expected to reduce administrative workload related to permit processing.

Legal Review:

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

Recommended Action:

Council consideration to approve the first reading and introduction of an ordinance adding Chapter 5.34 to the Bishop Municipal Code relating to mobile businesses by title only.

Approved By: Robin Picken 12/1/2025

Approved By: Ana Budnyk 12/1/2025

Approved By: Dean Pucci 12/1/2025

Approved By: Pam Foster 12/3/2025

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING TITLE 5 OF THE CITY OF BISHOP CODE OF ORDINANCES, ADDING CHAPTER 5.34 RELATING TO MOBILE BUSINESSES

WHEREAS, the City of Bishop has the authority under Article XI, Section 7 of the California Constitution to enact ordinances to protect the public health, safety, and welfare of its residents; and

WHEREAS, mobile food vending operations are increasingly common within the City, and the City currently lacks comprehensive regulations governing the time, place, and manner in which such businesses may operate; and

WHEREAS, in the absence of clear standards, the Public Works Department has been required to issue encroachment permits for mobile vendors even when their operations do not physically encroach upon the public right-of-way, resulting in unnecessary administrative burden; and

WHEREAS, the City wishes to establish reasonable, consistent regulations ensuring that mobile vending activities do not create safety, traffic, noise, or access hazards for pedestrians, businesses, and motorists; and

WHEREAS, the proposed regulations are intended to provide mobile vendors greater operational flexibility while maintaining appropriate safeguards to preserve public peace, safety, welfare, and the aesthetics of the community; and

WHEREAS, the ordinance provides that encroachment permits shall be required when a vendor places tables, chairs, equipment, or other physical items within the public right-of-way, thereby aligning permit requirements with actual impacts to City infrastructure; and

WHEREAS, the City of Bishop has reviewed the ordinance pursuant to the California Environmental Quality Act ("CEQA") and determined that the adoption of the ordinance is not a project under CEQA Guidelines Section 15378(b)(5) and therefore is not subject to CEQA review.

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

SECTION 1. The above recitals are true and incorporated into this ordinance.

SECTION 2. Chapter 5.34 of Title 5 of the City of Bishop Code of Ordinances is hereby added to read as follows:

Chapter 5.34 - Mobile businesses.

5.34.010. *Purpose.* The purpose of this section is to establish regulations governing the time, place, and manner of mobile vending operations on private property and within the public right-of-way, in order to preserve the peace, safety, and welfare of the City and its residents and visitors by:

- A. Preventing safety, traffic, and health hazards;
- B. Preventing the unregulated proliferation of too many vendors near one location, thus negatively impacting traffic and pedestrian safety; and
- C. Establishing standards to ensure that mobile vendors are compatible with their surroundings and the aesthetics of the City.
- D. Mobile Vending Operations means any vehicle used in conjunction with a commissary or other permanent food facility upon which food or merchandise is sold or distributed at retail.
- E. Mobile Vending Operations do not include a "Compact mobile food operation" as defined in Cal. Health and Safety Code sec. 113831 as a mobile food facility that operates from an individual or from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance.

5.34.020. *Permits Required*

- A. Mobile vending operations shall be in full compliance with all applicable public parking regulations and time limits unless the mobile vendor has been issued an encroachment permit for extended parking periods of time by the Director of Public Works.
- B. Each mobile vendor causing the sale of or offering for sale any produce or other food item for which a health permit is required by law, shall possess and at all times display such required permit in conspicuous view upon each such vehicle.
- C. Each mobile vendor shall possess and at all times display in conspicuous view upon each such vehicle a City of Bishop Business License.

5.34.030 *Regulations.* The following time, place, and manner regulations apply to all mobile vending operations:

- A. Mobile vending operations shall be in full compliance with all applicable local and State regulations and requirements, including, but not limited to, applicable parking restrictions unless an encroachment permit is issued, the Vehicle Code, Health and Safety Code, and Retail Food Code.
- B. The mobile vendor shall not obstruct pedestrian or vehicular traffic in any manner. This includes queuing customers. Adjacent sidewalks or paths must be at least six feet in width, with at least four feet clear for pedestrian movement. The Public Works Director may require additional minimum access width for high-use pedestrian areas.

C. Mobile vending shall only occur between the hours of 7:00 a.m. and 10:00 p.m.

D. No mobile vendor may operate a vending vehicle:

1. On any State highway, including any portion of State Highways 395 and 168.
2. Within 50 feet of any fire hydrant.
3. Within 25 feet of any crosswalk or street intersection
4. Within 25 feet of a bus stop.
5. Within ten feet from the outer edge of any public entrance of any business during the hours that such business is open to the public. For purposes hereof, the term "entrance" includes doors and associated vestibules, driveways and walkways serving the business, outdoor dining area entries, and emergency exits on any side of the building that faces a public street.
6. Within ten feet of any entrance to a parking lot or garage.
7. Within 200 feet of any certified farmer's market.
8. Within 200 feet of any temporary special event permit location.
9. Within 100 feet of any public picnic area, playground, or athletic field.
10. Within any public right-of-way, including sidewalks, that directly borders or is immediately adjacent to the property line of any public or private school. This prohibition may be waived for special events for which the City issues a permit, or by written permission of the Bishop Unified School District or any other entity which operates the applicable school.
11. Within a City park without prior written request and approval from the Community Services Department.
12. Other areas where mobile vending is prohibited.

E. Vending is prohibited on the exposed street or traffic side of the vending vehicle.

F. The mobile vendor shall keep the vending area litter free and must remove litter caused by their products within a 25-foot radius of the vending location. Mobile vendor vehicles shall carry a refuse receptacle on board at all times.

G. All discharges and waste shall be contained and properly disposed of by the mobile vendor in accordance with State and local regulations.

H. All merchandise shall be completely contained within the vending vehicle, cart, or stand (i.e., the exterior of the vehicle shall not be used to display merchandise; merchandise displays may not be set up adjacent to a parked vehicle).

I. The mobile vendor shall have adequate lighting to ensure customer safety either on the vehicle or at the vendor location during business hours.

J. The mobile vendor shall be subject to the sign provisions set forth in Chapter 17.85.

- K. Ice cream trucks shall also adhere to the regulations established by Vehicle Code § 22456.
- L. Mobile vendors operating on private property shall comply with the following requirements:
1. The mobile vendor shall not use or permit use of parking spaces on private property if doing so will adversely affect the on-site parking available for the primary use of the site as determined by the Planning Director.
 2. The mobile vendor shall not impede the normal use of circulation aisles, sidewalks, or driveways, or be located in such a manner as to encourage customers to stop in the circulation aisle, sidewalk, driveway, or street to obtain vendor service.
 3. The mobile vendor shall maintain a copy of the property owner's permission at the vending location. The mobile vendor shall present this proof upon the demand of a peace officer or City employee authorized to enforce this section.
- M. No chairs or other site furniture shall be permitted to be placed within the public right-of-way unless an encroachment permit has been issued by the Public Works Director for such use. Such site furniture may be permitted on private property with permission of the property owner and must comply with the restrictions set forth for the operation of the mobile vendor in this section.
- N. No operator of a vending vehicle shall operate any sound amplification systems or other sound-making devices or music systems, to advertise, draw attention to, or announce the presence of any such vehicle while such vehicle is moving, stopped, standing, or parked upon any public or private street immediately contiguous to any residentially zoned property within the City.
- O. Non-amplified sound-making devices shall be permitted provided: (i) such sounds shall not be made while the vehicle is stopped, parked, or otherwise in a stationary position, and (ii) such sounds shall not be audible to a person with normal hearing for a distance of more than two hundred (200) feet.
- P. At no time shall minors under the age of 16 be on or in a vending vehicle without the presence of a person authorized by law to drive such vehicle and such person shall have in his possession a valid California Driver's License.
- Q. No vending vehicle shall attach to or receive any utilities from public property without express written permission from the Director of Public Works.

5.34.080 *Exemptions.*

- A. The provisions of this chapter shall not apply to vending vehicles that provide meals or snacks for employees of businesses located on private property and stopped for periods of 60 minutes or less.

- B. This chapter shall not apply to any City sponsored event where the operator of the vending vehicle is subject to a contract with the City.

5.34.090 Applicability of regulations to existing business.

The provisions of this chapter shall apply to all persons and businesses described herein, whether the described activities were established or operating before or after the effective date of the ordinance enacting this chapter into law.

5.34.100 Violations of this chapter as a public nuisance.

Any vending vehicle operated contrary to the provisions of this chapter is hereby declared to be a public nuisance. The City Attorney may, in addition to or in lieu of prosecuting a criminal action hereunder, commence an action or proceeding for the abatement or removal of the vehicle in the manner provided in Chapter 8.06 of this code. The City Attorney may also apply to any court of competent jurisdiction to restrain and enjoin any person from operating a food vending vehicle contrary to the provisions of this chapter.

5.34.110 Penalty for violation.

Any violation of the provisions of this chapter shall be punished pursuant to the provisions of Chapters 1.14 and/or 1.16 of this Code. A criminal complaint charging such violation shall specify whether the violation is a misdemeanor or an infraction. No remedy to correct violations of this chapter shall be exclusive of each other, and the City may enforce this chapter's provisions through any legal or equitable remedy, including but not limited to injunctive relief. Each day a violation of any provision of this chapter shall continue shall be a new and separate violation.

SECTION 3. ENVIRONMENTAL DETERMINATION. The project has been reviewed for compliance with the California Environmental Quality Act (CEQA), the CEQA Guidelines, and the City's environmental procedures, and has been found to be not a project under Section 15378 (b)(5) of the CEQA Guidelines.

SECTION 4. INCONSISTENCIES. Any provision of the Bishop Code of Ordinances or appendices thereto inconsistent with the provisions of this ordinance, to the extent of such inconsistencies and/or further, is hereby repealed or modified to the extent necessary to affect the provisions of this ordinance.

SECTION 5. SEVERABILITY. If any provision or clause of this ordinance or the application thereof to any person or circumstances is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect other provisions or clauses or applications of this ordinance which can be implemented without the invalid provision, clause or application; and to this end, the provisions of this ordinance are declared to be severable.

SECTION 6. EFFECTIVE DATE. This ordinance shall be in full force and effect commencing thirty (30) days after its final adoption and a summary hereof shall be published once within fifteen (15) days in The Inyo Register, a newspaper of general circulation printed and published in the County of Inyo and circulated in the City of Bishop and hereby designated for that purpose by the City Council.

SECTION 7. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published in the manner and form provided by law in The Inyo Register, a newspaper of general circulation printed and published in the City of Bishop, State of California, which said newspaper is hereby designated for that purpose.

PASSED, APPROVED AND ADOPTED this ___ day of _____, 2025.

Karen Kong, Mayor

ATTEST: _____
Robin Picken, City Clerk



Agenda Item: 11.B
Date of Meeting: December 8, 2025
Department: Public Works

STAFF REPORT

To: City Council
From: Nora Gamino
Subject: **Final Water and Sewer Rate Design and Proposition 218 Authorization**
Prepared On: December 2, 2025
Attachments: Water & Sewer Rate Structure Presentation
Bishop Prop 218 Notice DRAFT

Background/History:

The City of Bishop provides water and sewer services to approximately 1,200 connections. The last comprehensive rate study was completed in 2018, with rates adopted through 2024. Those rates are expiring, and new rates must be adopted beginning in 2026 to ensure the continued financial stability of both utilities.

On August 25 and September 22, 2025, the City Council received presentations introducing rate-setting concepts, draft capital improvement plans (CIPs), and potential rate structure designs. On October 27, 2025, Council adopted the 2025–2030 Water and Sewer CIPs.

The adopted plans are foundational to the rate study, identifying the projects and funding needs that must be supported through future rate revenues. In developing the CIPs, staff intentionally reduced the scope of near-term water capital projects, particularly large-scale main replacements, to moderate the financial burden on customers. Instead, the water plan now emphasizes smaller, recurring line replacement projects and loan/grant-supported system upgrades.

Analysis/Discussion:

Since the October adoption of the CIPs, the City's consultant has updated the financial model and developed new rate options that reflect the revised capital funding plans and financing assumptions.

The City had initially planned to pursue a USDA loan for the West Line Water Main Replacement Project; however, that option is no longer viable. To proceed with the project this fiscal year, the City proposes to instead fund the remaining costs through an interfund loan from the General Fund to the Water Fund. The loan amount is estimated at \$1.5 million, to be repaid over five or ten years at an interest rate comparable to recent municipal borrowing rates (approximately 3.375%).

The updated rate model evaluates scenarios with and without future debt financing for both the water and sewer funds. These options demonstrate how borrowing versus cash-funding affects near-term rate impacts, reserve balances, and the utilities' long-term financial health.

For the Water Fund, the updated five-year CIP includes approximately \$2.3 million in rate-funded projects, with loan proceeds covering the remainder of near-term improvements. For the Sewer Fund, the plan assumes a mix of cash and debt funding to support \$2.7 million in capital work, primarily collection system rehabilitation and planning for the future BAWA treatment facility.

Tonight's presentation provides Council with final proposed rate design options for both utilities, reflecting these revised financial assumptions. Council approval of the Proposition 218 notice will finalize the proposed rates for public review.

Staff also seeks direction on whether to host an informational public meeting prior to the Proposition 218 hearing and on development of loan terms between the General Fund and Water Fund to replace the USDA financing.

Economic Impacts:

There are no immediate fiscal impacts from tonight's actions. However, Council decisions regarding rate design, financing, and outreach will affect future rate revenues and the long-term financial stability of both utility funds.

Budget Impacts:

There are no immediate budget impacts. Costs for the rate study are included in the current fiscal year budget.

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:

1. Approve the preferred rate design option combination so the final Rate Study Report can be published with the Proposition 218 notice. Staff recommends Water Option B and Sewer Option A.
2. Provide direction to staff on whether to host a public outreach meeting prior to the Proposition 218 hearing.
3. Direct staff to develop proposed terms for an interfund loan from the General Fund to the Water Fund to finance the West Line Water Main Replacement Project.

Approved By: Ethan Aukee 12/3/2025

Approved By: Robin Picken 12/3/2025

Approved By: Dean Pucci 12/3/2025

Approved By: Pam Foster 12/3/2025

CITY OF BISHOP

Water and Sewer Rate Study



December 8, 2025



LT MUNICIPAL
CONSULTANTS

Alison Lechowicz
Project Manager



Summary of Rate Study Progress

- On August 25, the Council received an introductory presentation with 3 water and 3 sewer rate options
- On September 22, the Council received an updated presentation with a revised rate option for each utility
 - Draft Water CIP identified \$3.97M in project costs to be funded over the upcoming four years with a combination of cash (\$1.9M) and loans (\$2M) plus the West Line water project to be completed this year
 - Draft Sewer CIP identified \$2.8M in future project costs proposed to be funded with a combination of cash (\$1.4M) and loans (\$1.4M)
- This presentation covers new options based on updated capital costs and financing assumptions



What has been done to mitigate rate impacts?

- The General Fund will loan \$1.5 million to the Water Fund to complete the West Line water main replacement project to reduce immediate rate impacts and replace a USDA loan
- The adopted water CIP reduces rate-funded project costs down from \$3.97M to \$2.34M
- 3 updated water financial plan options and 2 sewer options
- Rate structure changes are the same for all options



Financial Overview

- Current financial position of each utility fund:

	Water Fund (\$M)	Sewer Fund (\$M)
Cash Reserves	\$2.64	\$2.79
Annual Revenues	\$1.23	\$1.57
Operating Expenses	<u>(\$1.23)</u>	<u>(\$1.31)</u>
Net	\$0.00	\$0.26



WATER FUND



Water Funding Needs

- The Water Fund must fund the West Line water main replacement this fiscal year (FY) 2025/26 for a total of \$2.5M
 - General Fund will loan Water Fund \$1.5M to complete the project
 - The Water Fund will repay the General Fund over 5 or 10 years
- Beyond FY2025/26, Water Fund's capital improvement plan consists of about \$2.34M in rate funded projects in FY2026/27 to FY2029/30.
- Rate increases proposed for each option will fund these projects and end the 5-year study period with the recommended reserve target (\$1.8M).



Water CIP Funding Options

ANNUAL FUNDING	OPTION A: 10-year GF payback & \$2M Outside Loan	OPTION B: 5-year GF payback & \$2M Outside Loan	OPTION C: 5-year GF payback & No future debt
Annual Cost to Ratepayers	\$355,000	\$507,000	\$915,000
Made up of			
GF Loan Repayment [1]	\$179,000	\$331,000	\$331,000
Future Debt Service [2]	\$92,000	\$92,000	\$0
CIP Cash Funding	\$84,000	\$84,000	\$584,000

TOTAL FUNDING FY27 to FY30	OPTION A: 10-year GF payback & \$2M Outside Loan	OPTION B: 5-year GF payback & \$2M Outside Loan	OPTION C: 5-year GF payback & No future debt
New Debt Proceeds	\$2,000,000	\$2,000,000	\$0
Cash Funding Over 4 Years	<u>\$336,000</u>	<u>\$336,000</u>	<u>\$2,336,000</u>
Total (goal is \$2.337M)	\$2,336,000	\$2,336,000	\$2,336,000

1 - \$1.5M loan at 3.375% interest over 5 or 10 years (from General Fund – GF)

2 - \$2M loan at 3.375% interest over 40 years



Revised Water Rate Options

- Proposed Annual Rate Revenue Increases:

	Jul 1, 2026	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029
Opt A: 10-year GF Payback & \$2M Outside Loan	25%	20%	15%	9%	9%
Opt B: 5-year GF Payback & \$2M Outside Loan	37%	20%	15%	9%	9%
Opt C: 5-year GF Payback & No Future Debt	52%	25%	20%	9%	9%

GF – General Fund

% increase shown here = total rate revenue increase; not every customer will receive exactly the % shown here due to rate structure changes



Residential Water Rate Comparison

	Current	PROPOSED MONTHLY WATER BILL				
		Jul 1, 2026	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029
OPTION A: 10-year GF Payback & \$2M Outside Loan						
Single Family Residence	\$33.00	\$41.49	\$49.79	\$57.26	\$62.41	\$68.03
% Change		25.7%	20.0%	15.0%	9.0%	9.0%
OPTION B: 5-year GF Payback & \$2M Outside Loan			STAFF RECOMMENDATION!			
Single Family Residence	\$33.00	\$45.48	\$54.57	\$62.76	\$68.41	\$74.56
% Change		37.8%	20.0%	15.0%	9.0%	9.0%
OPTION C: 5-year GF Payback & No Future Debt						
Single Family Residence	\$33.00	\$50.45	\$63.07	\$75.68	\$82.49	\$89.91
% Change		52.9%	25.0%	20.0%	9.0%	9.0%

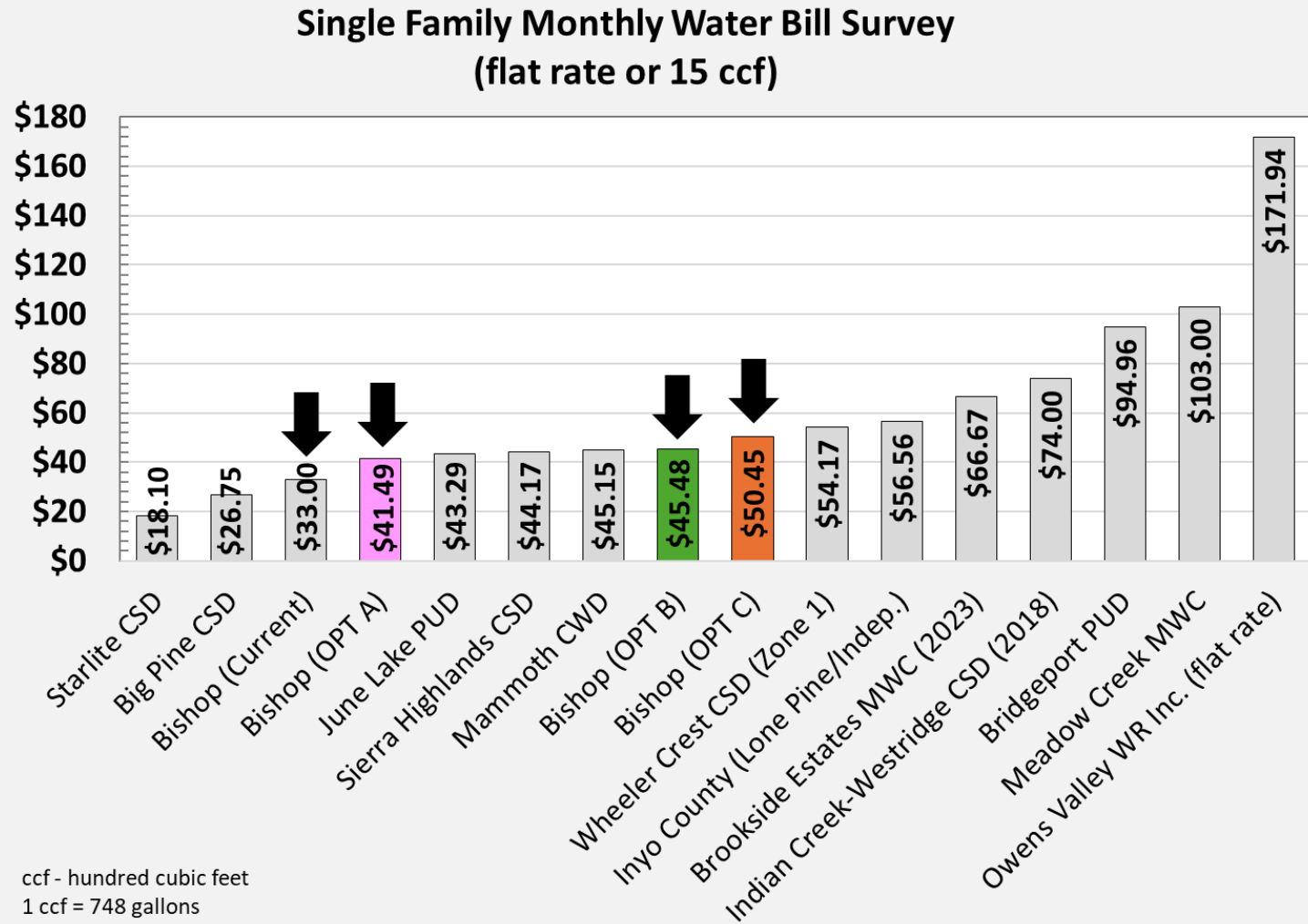
GF – General Fund

Table reflects proposed changes to cost allocation and rate design.

July 2018 single family residence water rate was \$37.00.



Water Bill Survey





Option B Residential Water Rates

Category	CURRENT MONTHLY BILL	Category	PROPOSED MONTHLY WATER BILL				
			Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029	Jul 1, 2030
Single Family	\$33.00	Single Family	\$45.48	\$54.57	\$62.76	\$68.41	\$74.56
Senior Single Family	\$24.75	Senior Single Family	\$33.79	\$40.54	\$46.62	\$50.82	\$55.39
MF Detached	\$24.75	Multiple Family (detached and attached are combined)	\$33.79	\$40.54	\$46.62	\$50.82	\$55.39
MF Attached	\$23.10						
MF Senior Detached	\$18.57	Senior Multiple Family (detached and attached are combined)	\$24.69	\$29.62	\$34.07	\$37.14	\$40.48
MF Senior Attached	\$17.33						

MF – Multiple Family

Rates are billed per dwelling unit



Option B Commercial Water Rates

These customer categories are proposed to remain the same

Category	Billing Unit (same as current)	Current Rate	Proposed July 1, 2026 Rate	% Change
Brewery	1KBl/Yr	\$6.60	\$6.50	-2%
Car Wash	Stall	\$99.00	\$93.56	-5%
Fair Grounds	Each	\$165.00	\$236.50	43%
Gas Station	Island	\$13.20	\$16.89	28%
Hospital	Bed	\$11.55	\$11.69	1%
Hotel Room	Each	\$8.25	\$11.69	42%
Irrigation	Acre	\$9.90	\$220.90	2131%
Laundromat	Washer	\$23.10	\$18.19	-21%
School	Student	\$1.32	\$1.30	-2%
Trailer Dump Facility	Each	\$66.00	\$62.37	-6%



Option B Commercial Rates Continued

Current Category	Billing Unit	Current Rate
General Commercial	Toilet	\$31.35
Beauty or Barber Shop	Each	\$33.00
Church	Each	\$33.00
General Commercial	Toilet	\$31.35
Hall	Each	\$33.00
Restaurant	Seat	\$3.30
Restaurant (over 100 seats)	Seat	\$1.65
Restaurant Banquet Room	Each	\$33.00
Restaurant Outside	Seat	\$1.65
General Commercial (mortuary)	Toilet	\$31.35

Proposed Category	Proposed Rate (\$/1,000 sq ft)
Category A: Bank, gym, industrial, office, retail, storage, warehouse	\$15.59
Category B: Auto shop, beauty salon, bowling alley, church, coffee shop, frozen yogurt shop, general commercial, grocery store, medical office or veterinarian, meeting hall, mixed use, theater	\$22.74
Category C: Fast food, mortuary, restaurant	\$28.59



SEWER FUND



Sewer Funding Needs

- Sewer Fund has a capital improvement plan consisting of about \$2.68M in rate funded projects in FY2026/27 to FY2029/30. Projects for FY2030/31 are not yet defined.
 - The City needs to fund deferred maintenance projects and plan for construction of the BAWA joint treatment plant.
- Rate increases proposed for each option will fund identified projects and end the 5-year study period with recommended reserve target + \$1M reserve for future BAWA expenses.



Sewer CIP Funding Options

ANNUAL FUNDING	OPTION A: 50% Cash & 50% Debt CIP Financing	OPTION B: All Cash CIP Financing
Annual Cost to Ratepayers	\$394,000	\$669,000
Made up of		
Future Debt Service [1]	\$62,000	\$0
CIP Cash Funding	\$332,000	\$669,000
TOTAL FUNDING FY27 to FY30	OPTION A: 50% Cash & 50% Debt CIP Financing	OPTION B: All Cash CIP Financing
New Debt Proceeds	\$1,350,000	\$0
Cash Funding Over 4 Years	<u>\$1,328,000</u>	<u>\$2,676,000</u>
Total (goal is \$2.677M)	\$2,678,000	\$2,676,000
BAWA Reserve	\$1,000,000	\$1,000,000

1 - \$1.35M loan at 3.375% interest over 40 years



Revised Sewer Rate Options

- Proposed Annual Rate Revenue Increases:

	Jul 1, 2026	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029
Opt A: 50% Cash & 50% Debt CIP Financing	10%	10%	9%	9%	9%
Opt B: All Cash CIP Financing	20%	17%	9%	9%	9%

% increase shown here = total rate revenue increase; not every customer will receive exactly the % shown here due to rate structure changes



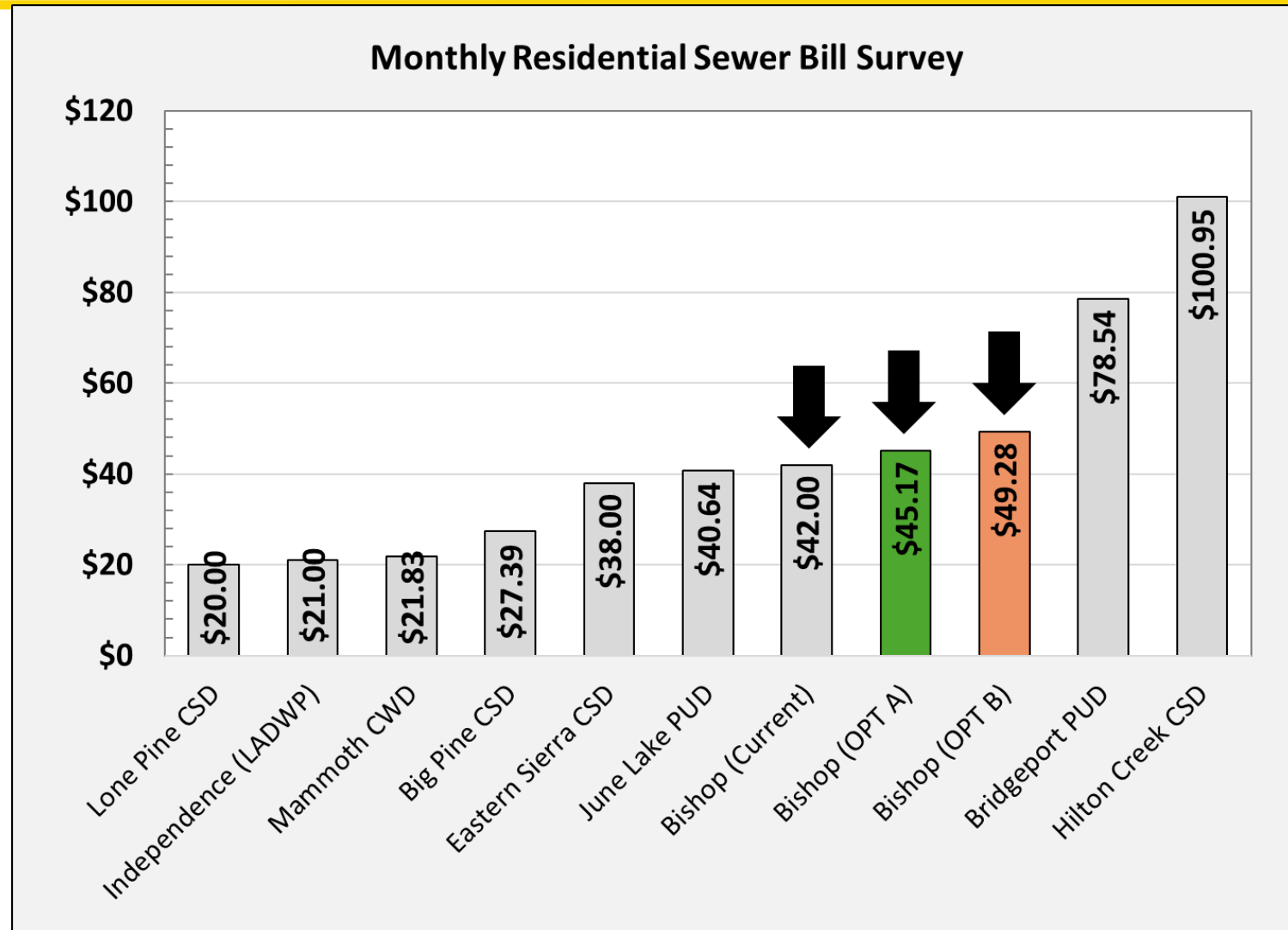
Residential Sewer Rate Comparison

	Current	PROPOSED MONTHLY SEWER BILL				
		Jul 1, 2026	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029
OPTION A: 50% Cash & 50% Debt CIP Financing						
STAFF RECOMMENDATION!						
Single Family Residence	\$42.00	\$45.17	\$49.69	\$54.16	\$59.04	\$64.35
% Change		7.5%	10.0%	9.0%	9.0%	9.0%
OPTION B: All Cash CIP Financing						
Single Family Residence	\$42.00	\$49.28	\$57.66	\$62.84	\$68.50	\$74.67
% Change		17.3%	17.0%	9.0%	9.0%	9.0%

Table reflects proposed changes to cost allocation and rate design.



Sewer Bill Survey





Sewer Rate Structure Changes

- The staff recommendation for Sewer is **Option A: 50% Cash & 50% Debt CIP Financing**
- Similar rate structure adjustments as the water rates
- New commercial categories
 - Category A – low flow, low pollutant strength
 - Category B – medium flow, medium pollutant strength
 - Category C – high flow, high pollutant strength



Option A Residential Sewer Rates

Category	CURRENT MONTHLY BILL	Category	PROPOSED MONTHLY SEWER BILL				
			Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029	Jul 1, 2030
Single Family	\$42.00	Single Family	\$45.17	\$49.69	\$54.16	\$59.04	\$64.35
Senior Single Family	\$31.50	Senior Single Family	\$32.97	\$36.27	\$39.54	\$43.10	\$46.98
MF Detached	\$31.50	Multiple Family (detached and attached are combined)	\$32.97	\$36.27	\$39.54	\$43.10	\$46.98
MF Attached	\$29.40						
MF Senior Detached	\$23.62	Senior Multiple Family (detached and attached are combined)	\$24.39	\$26.83	\$29.25	\$31.88	\$34.75
MF Senior Attached	\$22.05						

MF – Multiple Family

Rates are billed per dwelling unit



Option A Commercial Sewer Rates

These customer categories are proposed to remain the same

Category	Billing Unit (same as current)	Current Rate	Proposed July 1, 2026 Rate	% Change
Brewery	1KBl/Yr	\$8.40	\$9.94	18%
Car Wash	Stall	\$126.00	\$134.15	6%
Fair Grounds	Each	\$294.00	\$341.94	16%
Gas Station	Island	\$16.80	\$24.39	45%
Hospital	Bed	\$14.70	\$17.16	17%
Hotel Room	Each	\$10.30	\$17.16	67%
Laundromat	Washer	\$29.40	\$34.78	18%
School	Student	\$1.68	\$1.81	8%
Trailer Dump Facility	Each	\$84.00	\$90.34	8%



Option A Commercial Rates Continued

Current Category	Billing Unit	Current Rate
General Commercial	Toilet	\$39.90
Beauty or Barber Shop	Each	\$42.00
Church	Each	\$42.00
General Commercial	Toilet	\$39.90
Hall	Each	\$42.00
Restaurant	Seat	\$4.20
Restaurant (over 100 seats)	Seat	\$2.10
Restaurant Banquet Room	Each	\$42.00
Restaurant Outside	Seat	\$2.10
General Commercial (mortuary)	Toilet	\$39.90

Proposed Category	Proposed Rate (\$/1,000 sq ft)
Category A: Bank, gym, industrial, office, retail, storage, warehouse	\$14.91
Category B: Auto shop, beauty salon, bowling alley, church, coffee shop, frozen yogurt shop, general commercial, grocery store, medical office or veterinarian, meeting hall, mixed use, theater	\$30.26
Category C: Fast food, mortuary, restaurant	\$65.04



COMBINED BILL IMPACTS



SFR Combined Bill Comparison

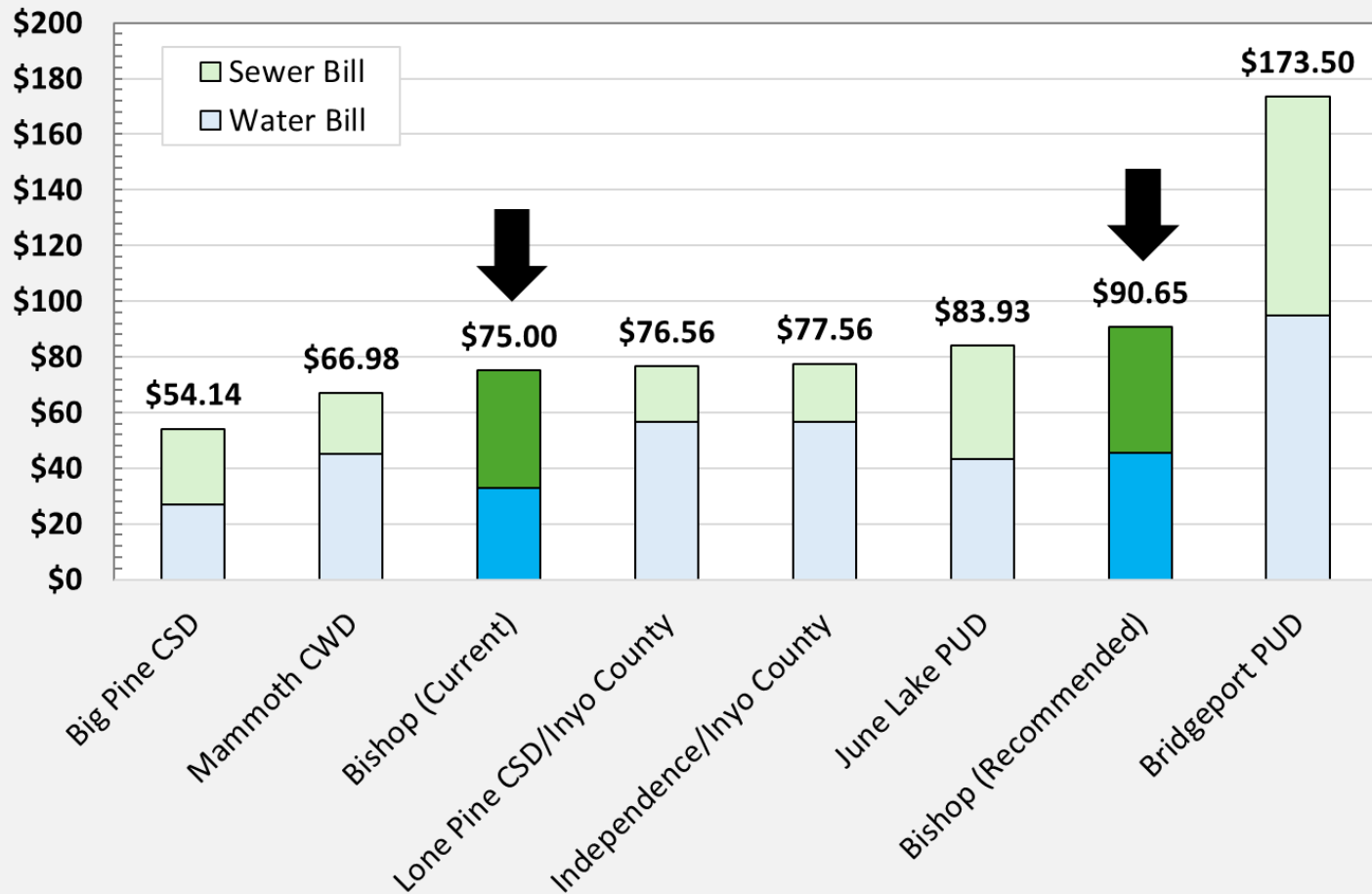
	Current	PROPOSED MONTHLY SFR BILL				
		Jul 1, 2026	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029
STAFF RECOMMENDATION: Water Option B & Sewer Option A						
Water Bill	\$33.00	\$45.48	\$54.57	\$62.76	\$68.41	\$74.56
Sewer Bill	<u>\$42.00</u>	<u>\$45.17</u>	<u>\$49.69</u>	<u>\$54.16</u>	<u>\$59.04</u>	<u>\$64.35</u>
Combined Bill	\$75.00	\$90.65	\$104.26	\$116.92	\$127.45	\$138.91
% Change		20.9%	15.0%	12.1%	9.0%	9.0%

Table reflects proposed changes to cost allocation and rate design.



SFR Combined Bill Survey

Monthly Residential Combined Water & Sewer Bill Survey
(flat rate or 15 CCF)





Commercial Example Bill 1

3,000 sq ft office with two toilets

Current				Proposed Staff Recommendation – July 1, 2026			
		Monthly Rate	Total Bill			Monthly Rate	Total Bill
Billing Units		(\$/toilet)		Billing Units		Category A (\$/1,000 sq ft)	
Water	2 toilets	X \$31.35	\$62.70	Water	3 thousand square feet	X \$15.59	\$46.77
Sewer	2 toilets	X \$39.90	<u>\$79.80</u>	Sewer	3 thousand square feet	X \$14.91	<u>\$44.73</u>
Total Current Monthly Bill			\$142.50	Total Proposed July 1, 2026 Monthly Bill			\$91.50



Commercial Example Bill 2

25,000 sq ft grocery store with ten toilets

Current				Proposed Staff Recommendation – July 1, 2026			
		Monthly Rate	Total Bill			Monthly Rate Category B	Total Bill
Billing Units		(\$/toilet)		Billing Units		(\$/1,000 sq ft)	
Water	10 toilets	X \$31.35	\$313.50	Water	25 thousand square feet	X \$22.74	\$568.50
Sewer	10 toilets	X \$39.90	<u>\$399.00</u>	Sewer	25 thousand square feet	X \$30.26	<u>\$756.50</u>
Total Current Monthly Bill			\$712.50	Total Proposed July 1, 2026 Monthly Bill			\$1,325.00



Commercial Example Bill 3

8,000 sq ft restaurant with 90 seats

Current				Proposed Staff Recommendation – July 1, 2026			
		Monthly Rate	Total Bill			Monthly Rate Category C	Total Bill
Billing Units		(\$/seat)		Billing Units		(\$/1,000 sq ft)	
Water	90 seats	X \$3.30	\$297.00	Water	8 thousand square feet	X \$28.59	\$228.72
Sewer	90 seats	X \$4.20	<u>\$378.00</u>	Sewer	8 thousand square feet	X \$65.04	<u>\$520.32</u>
Total Current Monthly Bill			\$675.00	Total Proposed July 1, 2026 Monthly Bill			\$749.04



Tentative Schedule

- December 8: Present final options, request authorization to print and mail Prop 218 notices based on option selected by Council
- January 9: Mail a notice to property owners and ratepayers in English and Spanish
- Early February (TBD): Potential community outreach meeting
- February 23: Proposition 218 hearing
- Absent a majority protest, the rates can go into effect on July 1, 2026

Wrap Up





City of Bishop
377 West Line Street
Bishop, CA 93514
(760) 873-5863

Name
Address
City, State ZIP

City of Bishop
NOTICE OF PUBLIC HEARING ON
PROPOSED ADJUSTMENTS TO WATER AND SEWER RATES
February 23, 2026 at 6:00 pm
in the City Council Chambers at 301 West Line Street, Bishop, CA 93514

You are receiving this notice as owner of property or ratepayer receiving water and/or sewer service from the City of Bishop (City). The City Council will hold a public hearing on February 23, 2026 to hear public input and to consider and potentially approve water and sewer (wastewater) rate changes for the next five years.

Background

The City of Bishop provides water and sewer (wastewater) service to about 1,200 service connections including single family residences, apartments, retail stores, offices, hotels, restaurants, and other non-residential land uses. The City's Water and Sewer Funds are self-supported from rate revenues and do not receive tax revenues. City staff last conducted a rate study in 2018 that lowered the single family residential water rate down from \$37.00 to eventually settle at the current rate of \$33.00 per month. The current single family residential sewer rate is \$42.00 per month. Rates have remained the same over the past two years.

Rate increases are needed for both the water and sewer utilities to fund operating and maintenance expenses, debt service payments, infrastructure improvements, and to maintain emergency reserves. The proposed rates are based on a comprehensive cost of service study that calculates recommended water and sewer rates over the next five years, beginning July 1, 2026. The proposed rates do not exceed the proportional cost of the service attributable to each parcel. In addition, the City proposes adjustments to the customer classifications to ensure equitable rates for all customers. The study upon which the rates are based is available for review on the City's website.

Why is a water rate increase needed?

Current water rate revenues are no longer sufficient to fund the cost of service. Increases are needed to keep up with inflationary cost increases, particularly because the current rate is lower than the rate from 2018, despite significant increases to most operating expenses since then. In addition, the City needs to fund about \$2.3 million of critical infrastructure improvements including pipeline replacements, well improvements, and equipment. Without proactive maintenance, the City will face costly water main breaks, more frequent repairs, and service interruptions.

Why is a sewer rate increase needed?

Similar to the Water Fund, the Sewer Fund has significant capital improvement needs. The City has identified \$2.7 million in projects that need to be funded through sewer rate increases. Critical projects are needed to address deferred maintenance, sewer line rehabilitation, and preparation for a new consolidated regional treatment plant operated by Bishop Area Wastewater Authority (BAWA). The City is a member of BAWA along with the Eastern Sierra Community Services District (ESCSD). The two agencies plan to consolidate their treatment systems in the next five to seven years to achieve a better economy of scale and operate more efficiently. In the near-term, the City will fund costs related to planning, engineering, and land acquisition. Where possible, the City will pursue grants, but a portion of these costs will be funded by rates.

Proposed Water and Sewer Rates and Rate Structure Changes

The City is largely unmetered and customers are billed flat (fixed) rates for water and sewer service that vary by customer class. Currently, the City has about 25 customer classes. The proposed rate plan will simplify and modernize the rate structures to better align with industry standard practices and to recover costs in a manner that is more proportional to how customers use the utilities. Attached and detached multiple family residential customer classes are proposed to be combined into a single class. Residential customers will continue to be billed based on number of dwelling units. Eight commercial classes are proposed to be reduced into three classes consisting of low intensity (Category A), medium intensity (Category B), and high intensity uses (Category C). Categories A, B, and C will be billed based on square feet of building size from Inyo County records. The water rate of each customer class is proportional to the estimated water consumption based on industry-typical usage patterns. The sewer rate of each customer class is proportional to estimated sewer flow in addition to estimated pollutants of each class.

Table 1 and Table 2 list the current and proposed residential water and sewer rates. Table 3 and Table 4 list the current and proposed commercial water and sewer rates. If adopted, new rates would go into effect July 1 of each year from 2026 to 2030. The bill impacts to each customer will vary based on customer class. For a single family residential customer, the current monthly water bill is \$33.00 and the proposed July 1, 2026 water bill is \$45.48, an increase of \$12.48. The current monthly sewer bill is \$42.00 and the proposed July 1, 2026 single family bill is \$45.17, an increase of \$3.17. Example bill impacts for three commercial customers are provided on page 6. If you would like additional information on how the proposed changes in water and sewer rates will affect your monthly bill or need more information about your customer classification, please contact the City at (760) 873-5863.

Table 1: Current and Proposed Monthly Residential Water Rates

Current		Proposed					
Class		Class	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029	Jul 1, 2030
Single Family	\$33.00	Single Family	\$45.48	\$54.57	\$62.76	\$68.41	\$74.56
Senior Single Family	\$24.75	Senior Single Family	\$33.79	\$40.54	\$46.62	\$50.82	\$55.39
Multiple Family (detached)	\$24.75	Multiple Family (detached and attached are combined)	\$33.79	\$40.54	\$46.62	\$50.82	\$55.39
Multiple Family (attached)	\$23.10						
Senior Multiple Family (detached)	\$18.57	Senior Multiple Family (detached and attached are combined)	\$24.69	\$29.62	\$34.07	\$37.14	\$40.48
Senior Multiple Family (attached)	\$17.33						

Rates are billed per dwelling unit

Table 2: Current and Proposed Monthly Residential Sewer Rates

Current		Proposed					
Class		Class	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029	Jul 1, 2030
Single Family	\$42.00	Single Family	\$45.17	\$49.69	\$54.16	\$59.04	\$64.35
Senior Single Family	\$31.50	Senior Single Family	\$32.97	\$36.27	\$39.54	\$43.10	\$46.98
Multiple Family (detached)	\$31.50	Multiple Family (detached and attached are combined)	\$32.97	\$36.27	\$39.54	\$43.10	\$46.98
Multiple Family (attached)	\$29.40						
Senior Multiple Family (detached)	\$23.62	Senior Multiple Family (detached and attached are combined)	\$24.39	\$26.83	\$29.25	\$31.88	\$34.75
Senior Multiple Family (attached)	\$22.05						

Rates are billed per dwelling unit

Table 3: Current and Proposed Monthly Commercial Water Rates

Current			Proposed						
Class	Billing Unit	Rate	Class	Billing Unit	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029	Jul 1, 2030
General Commercial	Toilet	\$31.35	Category A: Bank, gym, industrial, office, retail, storage, warehouse	Per 1,000 square feet	\$15.59	\$18.71	\$21.52	\$23.45	\$25.56
Beauty or Barber Shop	Each	\$33.00	Category B: Auto shop, beauty salon, bowling alley, church, coffee shop, frozen yogurt shop, general commercial, grocery store, medical office or veterinarian, meeting hall, mixed use, theater	Per 1,000 square feet	\$22.74	\$27.29	\$31.38	\$34.21	\$37.28
Church	Each	\$33.00							
Hall	Each	\$33.00							
Restaurant	Seat	\$3.30	Category C: Fast food, mortuary, restaurant	Per 1,000 square feet	\$28.59	\$34.30	\$39.45	\$43.00	\$46.87
Restaurant (over 100 seats)	Seat	\$1.65							
Restaurant Banquet Room	Each	\$33.00							
Restaurant Outside	Seat	\$1.65							
General Commercial (mortuary)	Toilet	\$31.35							
Brewery	1KBL/Yr	\$6.60	Same as billing method as current		\$6.50	\$7.80	\$8.97	\$9.77	\$10.65
Car Wash	Stall	\$99.00	Same as billing method as current		\$93.56	\$112.26	\$129.11	\$140.73	\$153.38
Fair Grounds	Each	\$165.00	Same as billing method as current		\$236.50	\$283.76	\$326.35	\$355.73	\$387.71
Gas Station	Island	\$13.20	Same as billing method as current		\$16.89	\$20.27	\$23.31	\$25.41	\$27.69
Hospital	Bed	\$11.55	Same as billing method as current		\$11.69	\$14.03	\$16.14	\$17.59	\$19.17
Hotel Room	Each	\$8.25	Same as billing method as current		\$11.69	\$14.03	\$16.14	\$17.59	\$19.17
Irrigation [1]	Acre	\$9.90	Same as billing method as current		\$220.90	\$265.05	\$304.83	\$332.28	\$362.15
Laundromat	Washer	\$23.10	Same as billing method as current		\$18.19	\$21.83	\$25.10	\$27.36	\$29.82
School	Student	\$1.32	Same as billing method as current		\$1.30	\$1.56	\$1.79	\$1.95	\$2.13
Trailer Dump Facility	Each	\$66.00	Same as billing method as current		\$62.37	\$74.84	\$86.07	\$93.82	\$102.25
Closed Business	Each	\$33.00	Billed at 80% of applicable rates listed above [2]						
Special Circumstance	Per gallon		New		\$0.13	\$0.16	\$0.18	\$0.20	\$0.21

1KBL/Yr - thousand barrels per year

1 - Based on parcel size X 50% to determine irrigated acres

2 - Closed businesses with intact water lines will be billed 80% of the applicable rate the business would have been billed as an active business.

Table 4: Current and Proposed Monthly Commercial Sewer Rates

Current			Proposed						
Class	Billing Unit	Rate	Class	Billing Unit	Jul 1, 2026	Jul 1, 2027	Jul 1, 2028	Jul 1, 2029	Jul 1, 2030
General Commercial	Toilet	\$39.90	Category A: Bank, gym, industrial, office, retail, storage, warehouse	Per 1,000 square feet	\$14.91	\$16.40	\$17.87	\$19.48	\$21.24
Beauty or Barber Shop	Each	\$42.00	Category B: Auto shop, beauty salon, bowling alley, church, coffee shop, frozen yogurt shop, general commercial, grocery store, medical office or veterinarian, meeting hall, mixed use, theater	Per 1,000 square feet	\$30.26	\$33.29	\$36.29	\$39.56	\$43.11
Church	Each	\$42.00							
Hall	Each	\$42.00							
Restaurant	Seat	\$4.20	Category C: Fast food, mortuary, restaurant	Per 1,000 square feet	\$65.04	\$71.55	\$77.99	\$85.02	\$92.66
Restaurant (over 100 seats)	Seat	\$2.10							
Restaurant Banquet Room	Each	\$42.00							
Restaurant Outside	Seat	\$2.10							
General Commercial (mortuary)	Toilet	\$39.90							
Brewery	1KBl/Yr	\$8.40	Same as billing method as current		\$9.94	\$10.93	\$11.92	\$12.99	\$14.16
Car Wash	Stall	\$126.00	Same as billing method as current		\$134.15	\$147.58	\$160.86	\$175.35	\$191.12
Fair Grounds	Each	\$294.00	Same as billing method as current		\$341.94	\$376.15	\$409.99	\$446.93	\$487.13
Gas Station	Island	\$16.80	Same as billing method as current		\$24.39	\$26.83	\$29.25	\$31.88	\$34.75
Hospital	Bed	\$14.70	Same as billing method as current		\$17.16	\$18.88	\$20.58	\$22.44	\$24.45
Hotel Room	Each	\$10.30	Same as billing method as current		\$17.16	\$18.88	\$20.58	\$22.44	\$24.45
Laundromat	Washer	\$29.40	Same as billing method as current		\$34.78	\$38.26	\$41.70	\$45.46	\$49.55
School	Student	\$1.68	Same as billing method as current		\$1.81	\$1.99	\$2.17	\$2.36	\$2.57
Trailer Dump Facility	Each	\$84.00	Same as billing method as current		\$90.34	\$99.38	\$108.32	\$118.08	\$128.70
Closed Business	Each	\$42.00	Billed at 80% of applicable rates listed above [1]						
Special Circumstance	Per gallon		New		\$0.24	\$0.27	\$0.29	\$0.32	\$0.35

1KBL/Yr - thousand barrels per year

1 - Closed businesses with intact service connections will be billed 80% of the applicable rate the business would have been billed as an active business.

Example commercial bill impacts:

Example 1: 3,000 sq ft office with two toilets

Current				Proposed – July 1, 2026			
		Monthly Rate	Total Bill			Monthly Rate	Total Bill
Billing Units		(\$/toilet)		Billing Units		Category A (\$/1,000 sq ft)	
Water	2 toilets	X \$31.35	\$62.70	Water	3 thousand square feet	X \$15.59	\$46.77
Sewer	2 toilets	X \$39.90	<u>\$79.80</u>	Sewer	3 thousand square feet	X \$14.91	<u>\$44.73</u>
Total Current Monthly Bill			\$142.50	Total Proposed July 1, 2026 Monthly Bill			\$91.50

Example 2: 25,000 sq ft grocery store with ten toilets

Current				Proposed – July 1, 2026			
		Monthly Rate	Total Bill			Monthly Rate	Total Bill
Billing Units		(\$/toilet)		Billing Units		Category B (\$/1,000 sq ft)	
Water	10 toilets	X \$31.35	\$313.50	Water	25 thousand square feet	X \$22.74	\$568.50
Sewer	10 toilets	X \$39.90	<u>\$399.00</u>	Sewer	25 thousand square feet	X \$30.26	<u>\$756.50</u>
Total Current Monthly Bill			\$712.50	Total Proposed July 1, 2026 Monthly Bill			\$1,325.00

Example 3: 8,000 sq ft restaurant with 90 seats

Current				Proposed – July 1, 2026			
		Monthly Rate	Total Bill			Monthly Rate	Total Bill
Billing Units		(\$/seat)		Billing Units		Category C (\$/1,000 sq ft)	
Water	90 seats	X \$3.30	\$297.00	Water	8 thousand square feet	X \$28.59	\$228.72
Sewer	90 seats	X \$4.20	<u>\$378.00</u>	Sewer	8 thousand square feet	X \$65.04	<u>\$520.32</u>
Total Current Monthly Bill			\$675.00	Total Proposed July 1, 2026 Monthly Bill			\$749.04

How do I file a protest or participate in the public hearing?

Proposition 218 provides that “Property Related Fees” such as the water and sewer rates the City is proposing to adjust are subject to a “majority protest” process. Any property owner or ratepayer may submit a written protest of the proposed rates; provided, however, that only one protest will be counted per property. If protests are filed on behalf of a majority of the properties subject to the rates, the City cannot adopt the proposed rates.

How to Participate

The proposed rate increases are governed by section 6 of Article XIII D of the California Constitution (Proposition 218), Government Code sections 53751 et seq. and 53759 et seq., and related laws. Property owners subject to the proposed rates and ratepayers may participate in this ratemaking in a variety of ways. More information and the Rate Study Report are on the City’s website at <https://cityofbishop.ca.gov/> or you can call (760) 873-5863. The City will hold a public hearing on February 23, 2026, to receive public comment, including any written protests to the proposed rates. Any property owner or ratepayer may submit one written protest per parcel. Immediately following the close of the public hearing on February 23, 2026, protests will be counted and validated. If valid protests are submitted for a majority (50% plus 1) of the parcels subject to the proposed rate increases, the City Council will not adopt the rates.

Every written protest MUST include ALL of the following to be counted:

1. A statement that it is a protest against the proposed water rates, sewer rates, or both;
2. Name of the property owner or customer who is submitting the protest;
3. Identification of the assessor’s parcel number or street address (service address) of the property for which the protest is made; and
4. An original signature of the record owner or customer who is submitting the protest.

Written protests may be submitted by:

1. Mail to: Prop 218 Protest, 377 West Line Street, Bishop, CA 93514; or
2. In-person delivery during normal business hours at 377 West Line Street, Bishop, CA 93514; or
3. In-person delivery at the Public Hearing, before the end of the Public Hearing.

Regardless of how the written protest is submitted, it must be received by the City before the end of the public hearing to be held on February 23, 2026, beginning at 6:00 p.m. at 301 West Line Street (City Council chambers), Bishop, CA 93514. (Postmark dates will not be accepted.) To ensure protests are genuine, they will not be accepted by e-mail or other electronic means. Please identify on the front of the envelope for any written protest, whether mailed or submitted in person to the City, that the enclosed protest is for the Proposition 218 Protest. Oral comments at the Public Hearing will not qualify as formal protests unless accompanied by a written protest, but the Council welcomes all public input.

At the end of the public hearing, written protests will be counted in public view. If valid written protests are not submitted for a majority (50% plus 1) of the properties subject to the fees, the Council may adopt the proposed rates. The first rate change, if approved, will take effect on or after July 1, 2026.

Pursuant to California Government Code 53759, a 120-day statute of limitations applies to any legal challenge to a new, increased, or extended fee adopted by the City Council pursuant to this notice.



Agenda Item: 11.C
Date of Meeting: December 8, 2025
Department: Finance

STAFF REPORT

To: City Council
From: Ethan Aukee
Subject: **Recommended List of Grant in Support Awards for FY 2025-26**
Prepared On: December 2, 2025
Attachments: Recommended List of Grant in Support Awards for FY 2025-26

Background/History:

The City Council awards grant funding on an annual basis to various nonprofit organizations via the City's Grant in Support Program. The intent of the Grant in Support Program is to deliver needed community programs, events, and services that City staff are not able to provide.

Analysis/Discussion:

Each year, City Council appoints two councilmembers to comprise an ad hoc committee to review grant in support applications and make recommendations to the full City Council on awarding of grant in support funding. Councilmember Freundt and Mayor Kong, along with City staff for support and provision of application information, met to review all grant applications received. The City received fifteen applications for specific projects, of which ten were chosen to be recommended to the full City Council. The total expense associated with funding the ten recommended projects is \$84,253.00. The City budgeted \$100,000.00 for grants in support in the 2025-26 fiscal year budget and the total dollar request of the fifteen applications received totaled \$133,694.00.

Economic Impacts:

Bishop residents will be provided with programs, events, and services that otherwise would not be available, or available to a lesser extent without grant funding. Each grant project is pursued with the intent of increasing the quality of life in the City of Bishop.

Budget Impacts:

The recommended amount of grant awards is included within the FY 2025-26 budget.

Legal Review:

Legal review is not required for this item.

Recommended Action:

City Council consideration to award grants in support as recommended by the Grant in

Support Ad Hoc Committee.

Approved By: Ethan Aukee 12/3/2025

Approved By: Robin Picken 12/3/2025

Approved By: Pam Foster 12/3/2025

Approved By:



CITY OF BISHOP

377 West Line Street – Bishop, CA 93514
PO Box 1236 – Bishop, CA 93514
City Hall 760-873-5863

December 8, 2025

GRANT IN SUPPORT FY 2025-26 Ad Hoc Committee Recommended Awards

Applicant	Project Title	Amount of Award
Bishop Area Climbers' Coalition	Public Lands: Pine Creek Recreation and Education Project	\$10,000.00
C5 Studios	Art in Storefronts 2025 and Beyond!	\$8,000.00
CASA	CASA Community Engagement Project & Friday Night Market	\$5,000.00
Friends of the Eastern Sierra Gardens	Bishop Community Garden Signage Project & Concrete Pad Installation	\$6,753.00
Eastside Student Center	The Eastside Table: Family Food Pantry and Supper Program	\$10,000.00
Eastern Sierra Land Trust	Eastside Pollinator Garden Project	\$5,000.00
Friends of the Inyo	Friends of the Inyo Trail Ambassador Program and Volunteerism	\$10,000.00
Sacred Rok	Youth Mentorship & Stewardship Project	\$9,500.00
Sierra Roller Hockey League	Rink Repair, Floor Cleaner, Goalie Equipment	\$10,000.00
Calvary Baptist Church	Sober Grad Night	\$10,000.00
		<u>\$84,253.00</u>



Agenda Item: 11.D
Date of Meeting: December 8, 2025
Department: City Clerk

STAFF REPORT

To: City Council
From: Robin Picken
Subject: **Planning Commission - City Council Screening Committee
Appointments**
Prepared On: November 26, 2025
Attachments: Public Notice_Planning Commission Vacancy

Background/History:

There is one scheduled vacancy on the Planning Commission due to Planning Commissioner Heather Lind's term ending on January 24, 2026. This scheduled vacancy was advertised according to the procedures outlined in the City of Bishop City Council Standards and Procedures Manual Section 5.3 Procedure for Filling Vacancies on the Planning Commission and Parks and Recreation Commission.

The City has advertised this scheduled vacancy in the Inyo Register on November 15, 2025, November 22, 2025, and November 29, 2025 with the deadline for all applications to be submitted by 4:00 p.m. on Friday, December 5, 2025.

Analysis/Discussion:

Pursuant to the City of Bishop City Council Standards and Procedures Manual Section 5.2 Recruitment Process, a screening committee, composed of two Councilmembers, appointed by the Mayor and approved by the City Council; the City Administrator; and a Staff Member directly in charge of the subject Commission shall review the applications for each commission vacancy, interview applicants if deemed appropriate and check such reference as they may deem expedient, then make a nomination to the City Council for filling the commission vacancy.

Economic Impacts:

This item does not have any economic impacts.

Budget Impacts:

This item does not have any budget impacts.

Legal Review:

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

with the law.

Recommended Action:

Council consideration to approve the two council members appointed by the Mayor to sit on the screening committee to fill the scheduled vacancy on the Planning Commission with a term ending on January 24, 2030.

Approved By: Pam Foster 12/02/2025

Approved By: Dean Pucci 12/03/2025

Approved By:

Approved By:

CITY OF BISHOP
PLANNING COMMISSION VACANCY

One seat on the Planning Commission will expire in January 2026. The City of Bishop is seeking persons interested in serving on this commission. All interested persons may contact Bishop City Hall at (760) 873-5863 Extension 124. Applications and descriptions of duties and responsibilities of the commission are available at City Hall, located at 377 West Line Street in Bishop, or on the City's website at <https://cityofbishop.ca.gov>. Applications will be accepted until 4:00 p.m. on Friday, December 5, 2025.

Publish: 11/15/2025; 11/22/2025, 11/29/2025



Agenda Item: 11.E
Date of Meeting: December 8, 2025
Department: City Clerk

STAFF REPORT

To: City Council
From: Robin Picken
Subject: **Call for Selection of Mayor and Mayor Pro Tem**
Prepared On: December 4, 2024

Background/History:

This time is set aside for reorganization and the Council to hold an election for the appointment of Mayor and Mayor Pro Tem for the City of Bishop. This process is outlined in the City of Bishop City Council Standards and Procedures Manual Section 2.1 - Reorganization, which was updated and approved by Council on June 30, 2025 and reads as follows.

In December of each year, the office of the Mayor and Mayor Pro Tem shall rotate as follows:

- (a) The Mayor shall be the senior member who has not previously served in that capacity and the term of office shall be one year, without succession, beginning at the first regularly scheduled City Council meeting each December or the first meeting following certification of a City Council election.
- (b) The Mayor Pro Tem shall be the next senior member who has not previously served as Mayor and the term of office shall run concurrent with that of the Mayor as described above.
- (c) When two or more members have equal seniority and have not yet served as Mayor or Mayor Pro Tem, the order of succession shall be determined by the number of votes each member received at the time of their election.
- (d) The Mayor Pro Tem shall automatically succeed the Mayor each year, excepting that the Mayor Pro Tem may decline such succession. If the Mayor Pro Tem declines the position of Mayor, such office shall be extended to the next senior member in order, or by majority vote of the Council if all other members have served at least one year as Mayor.
- (e) Once all seated members have served as Mayor, succession shall be based on a majority vote of the Council, recognizing that the term of office for each position shall be one year. Members of the City Council who first took their seats on the Council more than twenty-three (23) months prior to the meeting at which the Mayor is being selected are eligible for Mayorship.

Analysis/Discussion:

Pursuant to the City of Bishop City Council Standards and Procedures Manual Section 2.1, Mayor Pro Tem Muchovej qualifies to be nominated as Mayor; and Councilmember Freundt qualifies to be nominated as Mayor Pro Tem.

Economic Impacts:

None.

Budget Impacts:

None.

Legal Review:

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

Recommended Action:

Following the June 30, 2025 City of Bishop City Council Standards and Procedures Manual Section 2.1 Reorganization, the City Administrator will conduct the election for Mayor, and the newly-elected Mayor will then conduct the election for Mayor Pro Tem.

Approved By: Pam Foster 12/2/2026

Approved By: Dean Pucci 12/3/2025

Approved By:

Approved By:

**BISHOP CITY COUNCIL
COMMITTEE AND AGENCY ASSIGNMENTS
2025**

COMMITTEE/AGENCY	MEMBER	General Info/ Appt Date
BAWA* Bishop Area Wastewater Authority	Muchovej Schwartz Alternate: Freundt	06/30/2020 12/14/2020 12/09/2024
BISHOP FIRE DEPARTMENT AD HOC COMMITTEE	Muchovej Garcia Alternate: Freundt	12/09/2024 12/09/2024 12/09/2024
CJPIA * California Joint Powers Insurance Authority	Freundt Alternate: Schwartz	12/09/2024 01/13/2020
City/County Liaison Committee Bishop City Council and Inyo Board of Supervisors	(MAYOR) Kong – USUALLY FILLED BY CURRENT MAYOR (ONE FIXED PERSON) Garcia – USUALLY FILLED BY A PERSON THAT HAS ALREADY BEEN PARTICIPATING Alternate: Muchovej	12/09/2024 01/01/2023 12/09/2024
Desert Mountain Division - Voting Delegate* League of California Cities	Garcia Alternate: Kong	12/14/2020 12/09/2024
ESCOG JPA* Eastern Sierra Council of Governments Joint Powers Authority	Muchovej Schwartz Alternate: Kong	01/14/2019 12/08/2014 01/01/2023
ESTA* Eastern Sierra Transit Authority (MEMBERS CANNOT SERVE ON ESTA AND LTC)	Freundt Schwartz	12/09/2024 01/13/2015
EMCC (NOT EMS) Emergency Medical Care Committee (NOT Emergency Medical Services)	Kong Alternate: Fire Chief	12/14/2020
GRANTS IN SUPPORT AD HOC COMMITTEE	Freundt Kong Alternate: Garcia	12/09/2024 12/09/2024 12/09/2024
IGLCBC* Indian Gaming Local Community Benefit Committee	Muchovej Alternate: Freundt	01/14/2019 12/09/2024
LAFCO * Local Agency Formation Commission	Muchovej Kong Alternate: Garcia	01/14/2019 12/14/2020 12/09/2024
LTC * Local Transportation Commission	Muchovej Garcia Alternate: Kong Non-Council Rep: Celeste Berg - No term limit	01/14/2019 12/14/2020 12/09/2024 12/09/2019
OWENS VALLEY GROUNDWATER AUTHORITY*	Kong Alternate: Garcia	12/14/2020 12/14/2020
RAN Remote Access Network	Schwartz	01/13/2015

*Formal Appointment

FPPC Form 700

Approved by Council on: 12/09/2024

Effective as of 12/09/2024