



CITY OF BISHOP
BISHOP FIRE PROTECTION DISTRICT
COMMISSION SPECIAL MEETING AGENDA
City Council Chambers - 301 West Line Street - Bishop, California
THURSDAY, JULY 23, 2026 - 10:00 AM

NOTICE TO THE PUBLIC: Please be advised this meeting is accessible to the public in person, or on the City of Bishop website. In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact Administrative Support Assistant Karey Poole at 760-873-5863 Extension 121. Notification at least 48 hours prior to the meeting will enable the District 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 at:
<https://www.cityofbishop.com/RuralFireCommission>

Public comments may be made:

1. In person: Live at the meeting. Members of the public desiring to speak on a matter appearing on the agenda should ask the Board Chair for the opportunity to be heard during that agenda item.
2. In writing: Please email kpoole@cityofbishop.ca.gov and note "Public Comment" in the subject line. All comments must be received by 9:00 AM on the day of the meeting. You may also hand deliver public comments to City Hall at 377 West Line Street, Bishop, California on or before the deadline noted above. All written public comments received prior to the above noted time will be distributed to the Board of Commissioners for their review and consideration prior to the meeting. All written public comments received after that time will be provided to the Board of Commissioners 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**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

4. PUBLIC COMMENT FOR SPECIAL MEETINGS

NOTICE TO THE PUBLIC: This time is set aside to receive public comment limited to the items listed below on the agenda and that no general public comments on non-agendized items will be permitted. When recognized by the Board Chair, please state your name and address for the record and please limit your comments to three minutes.

5. NEW BUSINESS

- a. **Acknowledging Intent to Provide Fire Protection Services to the Mesa Community Services District subject to LAFCO approval and Establishing a Not-to-Exceed Reimbursement Amount to Support the Mesa District's Fee-Setting Process.**

Recommended Action:

It is recommended that the Commission make and approve a motion that:

1. Acknowledges the District's intent to provide fire protection services to the Mesa Community Services District of Inyo County subject to approval by LAFCO;
2. Establishes a not-to-exceed reimbursement amount of \$500.00 per year per parcel, plus an annual inflation adjustment of 3.5% to enable the Mesa Community Services District to proceed with the process necessary to establish the fees required to fund such services; and
3. Directs staff to negotiate the terms of a final out-of-area-service agreement, to be returned to the District Commission for future consideration and approval following the LAFCO process.

Suggested Motion:

"The District Commission acknowledge its intent to provide fire protection services to the Mesa Community Services District serving the community of Mustang Mesa in Bishop California, Inyo County, pursuant to a future written services agreement, establish a not-to-exceed reimbursement amount of \$500.00 per year per parcel, plus an annual inflation adjustment of 3.5% – exclusive of any infrastructure costs – to support the Mesa District's process of establishing the fees necessary to fund such services, and direct staff to negotiate the terms of a final out-of-area-service agreement, including resolution of any required LAFCO review or approval and the infrastructure matters identified in the staff report, for subsequent Commission consideration and approval."

6. NEW BUSINESS ITEMS FROM THE BOARD OF COMMISSIONERS

7. ADJOURNMENT

Thursday, August 6, 2026 at 2:00 p.m. Regular Meeting in the City Council Chambers.



Agenda Item: 5.a

Date of Meeting: July 23, 2026

Department:

STAFF REPORT

To: Bishop Fire Protection District Commission
From: Bret Russell
Subject: **Acknowledging Intent to Provide Fire Protection Services to the Mesa Community Services District subject to LAFCO approval and Establishing a Not-to-Exceed Reimbursement Amount to Support the Mesa District's Fee-Setting Process.**

Background/History:

Representatives of the Mesa Community Services District ("Mesa District") attended the Bishop Fire Protection District Commission's ("District Commission") July 9, 2026, Special Meeting and during public comment requested the District Commission discuss and potentially agree to enter into an out-of-are service agreement with the Mesa District for the provision of fire protection services. The Mesa District is currently evaluating options to fund fire protection services within its boundaries and has indicated that the services from the Bishop Fire Protection District, under a cost-reimbursement services agreement, is its preferred option.

Any such agreement will require the Mesa District to establish fees necessary to fund the services, which is why it has requested the District Commission establish a defined not-to-exceed cost figure for the contemplated services. This figure is necessary in order for the Mesa District to proceed with its own fee-setting process. **A services agreement has not yet been drafted or negotiated at this time. This action is intended solely to provide the Mesa District with the fiscal information and ceiling necessary to proceed with that process, while preserving the District Commission's ability to negotiate final terms, service levels, and pricing in a subsequent agreement.**

Analysis/Discussion:

- **Nature of this Action:**

State law allows the Bishop Fire Protection District ("District") to provide fire protection or prevention services directly or by contract to another local agency, subject to any necessary approvals by the Local Agency Formation Commission (LAFCO).

The action in front of the District Commission today is not an approval of a services agreement; no agreement currently exists in draft form. Instead, this action:

- Confirms the District's general willingness/intent to move forward with the necessary next steps, including but not limited to obtaining any necessary LAFCO approvals;
- Fixes a maximum dollar figure to aid the Mesa District in its process to establish fees for its residents to fund fire protection services, exclusive of infrastructure costs; and
- Directs staff to begin negotiating a final agreement, which will be brought back to the District Commission for separate, subsequent approval before any services commence or funds are exchanged.

- **Basis for Not-to-Exceed Amount:**

Staff calculated the proposed NTE amount of \$ 500.00 per year per parcel, plus an annual inflation adjustment of 3.5% based on:

The not-to-exceed amount was based on a per-parcel share from the following;
 Property taxes received by the District from Inyo County,
 Fees the District is collecting from other out-of-area contracts,
 The total over-all cost of operating the Fire Department.

The current cost of operating the Fire Department is approximately \$300-\$400 per parcel per year (City and District).

A buffer amount in excess of the current operating costs has been included in anticipation of possible future cost increases.

An annual inflation factor will also be included in any negotiated contract.

The NTE amount established is limited to the cost of providing ongoing operational fire protection/emergency services and does not include the cost of constructing, upgrading, or otherwise providing any capital infrastructure (e.g., stations, apparatus bays, water supply tanks or hydrants, access, or other facilities) that may be necessary to serve the Mesa District's area. Any such infrastructure costs are separate and apart from the NTE amount, and to the extent required, will need to be identified and addressed independently of the final services agreement.

- **Outstanding Issues:**

- 1. LAFCO/Sphere of Influence Considerations**

Any arrangement under which the District provides services outside of its current jurisdictional boundaries may implicate the review authority of the Local Agency Formation Commission

("LAFCO") for Inyo County.

Specifically, the Bishop Fire Protection District's current Sphere of Influence, as established by LAFCO, does not presently extend to the Mesa District's service area. Providing services outside the District's adopted Sphere of Influence will require an out-of-area service agreement and LAFCO approval under Government Code section 56133.

Staff will contact and coordinate with the LAFCO executive director to determine the necessary next steps and return to the District Commission with updates prior to bringing a final agreement for review and approval.

1. Infrastructure Capacity

The District's ability to serve the Mesa District's area may be constrained by existing infrastructure limitations. Staff will continue to evaluate what infrastructure might be required to adequately serve the area and by whom such improvements would be funded and constructed. As already noted, the NTE reimbursement amount established by this action is intended to cover only operational service costs and does not include or contemplate funding for such infrastructure.

These issues do not preclude the District Commission from acknowledging its intent and establishing an NTE amount at this time, but staff will not bring a final services agreement back until both the LAFCO matter and infrastructure matter have been substantively addressed.

Fiscal Impact:

This action carries no fiscal impact on the District as it is simply an acknowledgement and confirmation of the District's intent to proceed with a future services agreement.

Next Steps:

Following Commission approval of the motion, staff will:

1. Begin negotiating the terms of a final services agreement with the Mesa District, including but not limited to scope of services, staffing/response commitments, term, termination provisions, indemnification, and final pricing.
2. Contact LAFCO staff to determine next steps and pursue any necessary LAFCO approval processes.
3. Further evaluate infrastructure capacity and needs and identify a funding path for any

- required infrastructure separate from the NTE reimbursement amount.
4. Coordinate with counsel for the District on review of the final agreement.
 5. Return to the Commission at a noticed public meeting with a draft services agreement for formal review and consideration prior to commencement of any services.

Recommended Action:

It is recommended that the Commission make and approve a motion that:

1. Acknowledges the District's intent to provide fire protection services to the Mesa Community Services District of Inyo County subject to approval by LAFCO;
2. Establishes a not-to-exceed reimbursement amount of \$500.00 per year per parcel, plus an annual inflation adjustment of 3.5% to enable the Mesa Community Services District to proceed with the process necessary to establish the fees required to fund such services; and
3. Directs staff to negotiate the terms of a final out-of-area-service agreement, to be returned to the District Commission for future consideration and approval following the LAFCO process.

Suggested Motion:

"The District Commission acknowledge its intent to provide fire protection services to the Mesa Community Services District serving the community of Mustang Mesa in Bishop California, Inyo County, pursuant to a future written services agreement, establish a not-to-exceed reimbursement amount of \$500.00 per year per parcel, plus an annual inflation adjustment of 3.5% – exclusive of any infrastructure costs – to support the Mesa District's process of establishing the fees necessary to fund such services, and direct staff to negotiate the terms of a final out-of-area-service agreement, including resolution of any required LAFCO review or approval and the infrastructure matters identified in the staff report, for subsequent Commission consideration and approval."

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

Discussion to establish a "Not-To-Exceed" fee schedule for the Mesa community

Total Projected Fire Dept Budget 2026-2027

2,200,000

Number of Parcels in the District (per county)	3,843
Number of Parcels in the City (approx)	<u>2,000</u>
	5,800

Total Budget divided by number of parcels = Cost per Parcel

380

Total Contract Fee for Rovana 2026-2027

32,000

Total Fee divided by number of homes (85) = Cost per Parcel

375

	A	B	C
	Indexed 3.50%	Indexed 5.00%	Indexed 3.50%
	Per Year	Per Year	Per Year
Fiscal Year	Cost Based	Safety	Proposed
	Fee per Parcel	Test	Not-To-Exceed
			Fee per Parcel
2027	380.00	380.00	500.00
2028	393.30	399.00	517.50
2029	407.07	418.95	535.61
2030	421.31	439.90	554.36
2031	436.06	461.89	573.76
2032	451.32	484.99	593.84
2033	467.12	509.24	614.63
2034	483.47	534.70	636.14
2035	500.39	561.43	658.40
2036	517.90	589.50	681.45
2037	536.03	618.98	705.30
2038	554.79	649.93	729.98
2039	574.21	682.43	755.53
2040	594.30	716.55	781.98
2041	615.10	752.37	809.35
2042	636.63	789.99	837.67
2043	658.91	829.49	866.99
2044	681.98	870.97	897.34
2045	705.85	914.52	928.74
2046	730.55	960.24	961.25