



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

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### 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: