

CITY OF BISHOP
CITY COUNCIL MINUTES
RETREAT
FEBRUARY 21, 2013

CALL TO ORDER Mayor Smith called the meeting of the Bishop City Council to order at 8:10 a.m. in the Executive Conference Room, 377 West Line Street, Bishop, California.

COUNCIL PRESENT Councilmembers Patricia Gardner, Keith Glidewell, David Stottlemire
Mayor Pro Tem James Ellis
Mayor Laura Smith

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Peter Tracy, City Attorney
Denise Gillespie, Assistant City Clerk
Robin Picken, Assistant City Clerk
Cheryl Solesbee, Assistant Finance Director
Ray Seguine, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer

Guest: Larry Bain, Certified Public Accountant

Discussion was held on the following agenda items:

PUBLIC COMMENT The Mayor announced the public comment period. No public comment was provided.

Council Salaries (1) The City Administrator and City Attorney presented Council with a copy of a memorandum on Raising Councilmember Salaries. Both reviewed the information with Council and answered questions regarding their concerns. After a discussion on the consideration of raising Council salaries, it was requested by Council that staff continue to research Council salaries at other similar cities before bringing this item to Council as a future agenda item.

Public Official Roles and Responsibilities – Brown Act (2) The City Attorney reviewed the Brown Act with City Council and staff.

Restrictions on Text messaging during public meetings (3) The City Attorney led a discussion on text messaging during public meetings. Along with new technology come new challenges with regards to regulations, policies and practices. Several items were highlighted and discussed on the dangers

involving text messaging during public meetings and it was recommended that Council and staff keep in mind the Brown Act, Public Records Act, and First Amendment rights during public meetings.

Budget Update
(4)

The Auditor's Report was given by Certified Public Accountant Larry Bain. A discussion on establishing Budget Policy – Balanced vs. Deficit was discussed by both the Assistant Finance Director and Mr. Bain. They both led a discussion on current revenues and GASB 54. Council would like to have staff continue to focus on GASB requirements and how it will affect the City's budget going forward. Council and staff were reminded that anyone can now view the City's finances on the City's website thanks to the implementation of the City's enhanced software with Delphi. After a break of 18 minutes (10:20 AM – 10:38 AM), the Pension Funding Policy/Presentation on PEPR (The California Public Employees Pension Reform Act) was then reviewed with Council by the Assistant Finance Director.

Funding Community
Promotions
(5)

A discussion ensued on how to change the procedure for funding community promotions based on revenues received relevant to special events. After a lengthy discussion, Council asked staff to continue evaluating this issue and to think of ways to improve the current process and to make organizations more accountable for the amount of funds they are given by the City.

Bishop's Economic
Development
(6)

The City Administrator reviewed the "Story of Bishop's Economic Development" with Council. A discussion ensued on the different avenues available to promote the City of Bishop and the funding that may be available through grants to assist in achieving these goals.

Lunch Recess

The meeting was recessed at 12:26 PM and the Mayor reconvened the meeting at 1:44 PM.

Street Vendor Permit
Process/Vendors in the Park
(7)

The street vendor permit process and vendors in the park were discussed. After a discussion on the City's current permit process and policies, Council recommended that staff continue to develop rules and regulations for all street and park vendors and to bring their recommendations back to Council for further discussion.

Part Time Employees Wage
Scale – Police Department
(8)

The Police Chief updated Council on Police Department matters as well as their current staffing. He reviewed with Council their current part time employee wage scale and the need to update the salaries for a Police Reserve Officer Level I and for a Police Department Facility Maintenance Worker II position.

NIMS Training Date
(9)

The Police Chief and Fire Chief informed the Council of their upcoming NIMS training where they will review their roles and responsibilities in the event of a City emergency. The scheduled

date for the NIMS training will be on Friday, March 29, 2013 starting at 9:00 AM in the Executive Conference Room of City Hall.

Police Department Facility Update (10)

The Police Chief updated Council on the remodeling work being done currently at the Police Department. He handed out a sketch showing Council what the remodel will look like when it is completed. Asset forfeiture funds will be used to assist in paying for this remodel.

Deferred Maintenance Policy (11)

The City Administrator discussed the City's Deferred Maintenance Policy with Council and the importance in maintaining the City's assets. Council requested that staff put together a Life Cycle Replacement Report which should include a prioritization list of such items as road rehabilitation and maintenance.

School Issues and Safety (12)

The Police Chief and Fire Chief reviewed with Council the current school safety issues. They have both met with the leaders of the local schools and have gone over the keys safety factors: teacher/student accountability, open lines of communication, the responsibilities of each school, and their control over the points of entry. All these factors help to make a safer school environment.

Mental Health Forum (13)

Councilmember Gardner reported to Council and staff the information she received at the Mental Health Forum held in Inyo County. Councilmember Gardner quoted, "Mental health is everyone's business" and if you have a chance to attend one of these meetings she highly recommends it.

ADJOURNMENT

The Mayor adjourned the meeting at 3:08 p.m. to the Study Session scheduled for Monday, February 25, 2013 at 4:00 p.m. in the City Council Chambers.

LAURA SMITH, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk