



CITY OF BISHOP CITY COUNCIL MEETING AGENDA

Monday, November 8, 2010

7:00 p.m.

**City Council Chambers – 301 West Line Street
Bishop, California 93514**

NOTICE TO THE PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (760) 873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II).

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.

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT

NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda.

DEPARTMENT HEAD REPORTS

- (1) Updates on department activities will be given by the Department Heads.
 - A. Assistant City Administrator / Community Services Director
 - B. Fire Chief
 - C. Interim Police Chief
 - D. Public Works Director/City Engineer
 - E. City Administrator

CONSENT CALENDAR

(2)

NOTICE TO THE PUBLIC: All matters under the Consent Calendar are considered routine by the City and will be acted on by one motion.

FOR APPROVAL AND FILING

Minutes

Reports

- (a) Council Minutes – 10/12/10
- (b) Council Retreat Minutes – 10/19/10
- (c) Personnel Status Change Report

Bishop City Council Agenda
November 8, 2010

FOR INFORMATION AND FILING

- | | |
|---------|--|
| Agenda | (d) Parks and Recreation Commission – 10/27/10 |
| | (e) Water and Sewer Commission – 11/9/10 |
| Reports | (f) Fire Department Activity Log – 10/10 |
| | (g) Public Works Report – 9/10 |
| | (h) Public Works Report – 10/10 |
| | (i) Water and Sewer Funds Monthly Balance Report |

CORRESPONDENCE

- (3) Suddenlink letter dated October 29, 2010 relating to certain local adjustments to monthly service costs.

UNFINISHED BUSINESS

- (4) Ordinance No. 532 – Adding Chapter 3.26 to the Bishop Municipal Code to provide contracting preferences for local and small businesses – Second Reading/Adoption – Administration.

NEW BUSINESS

- (5) Consideration of reappointments to the following Commissions:
- (A) Harry Bhakta - Water and Sewer Commission for four-year term ending November 8, 2014
 - (B) Forrest Cross - Water and Sewer Commission for four-year term ending November 8, 2014
 - (C) Thomas Hardy - Planning Commission for four-year term ending November 26, 2014.
- (6) Consideration to authorize the release of Request for Proposals (RFP) for consultant project delivery services on a project to construct a new water storage tank and make related changes to existing system and controls – Public Works Department.
- (7) Consideration to authorize the release of Request for Bids related to the lease of Bishop Well 3 Pasture – Public Works Department.
- (8) Permission to waive formal bid procedure for the purchase of a custom built DUI enforcement trailer in an amount not to exceed \$26,000 funded by the Office of Traffic Safety grant – Police Department.

COUNCIL REPORTS

ADJOURNMENT

The next scheduled meetings of the City Council are:

November 22, 2010 – 4:00 p.m. Study Session	December 13, 2010 – 4:00 p.m. Study Session
November 22, 2010 – 7:00 p.m. Regular Meeting	December 13, 2010 – 7:00 p.m. Regular Meeting

Meetings will be held in the City Council Chambers, 301 West Line Street, Bishop, California.



CITY OF BISHOP

CITY COUNCIL STUDY SESSION AGENDA

Monday, November 8, 2010

4:00 p.m.

City Council Chambers – 301 West Line Street
Bishop, California 93514

NOTICE TO THE PUBLIC: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (760) 873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II).

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.

ROLL CALL

PUBLIC COMMENT: **NOTICE TO THE PUBLIC:** This time is set aside to receive public comment on matters not calendared on the agenda.

SCHEDULED DISCUSSION

1. Discussion regarding park hours, rules and regulations
2. Current 7:00 p.m. agenda items
3. Future agenda items / Study Session agenda format and process
4. Results of November Election relating to City of Bishop Measure C

DEPARTMENT HEAD REPORTS

1. Assistant City Administrator / Community Services Director
2. Fire Chief
3. Interim Police Chief
4. Public Works Director/City Engineer
5. City Administrator

DISCUSSION

1. Councilmember Smith
2. Councilmember Cullen
3. Councilmember Stottlemire
4. Mayor Pro Tem Dishion
5. Mayor Griffiths

ADJOURNMENT

AGENDA ITEM NO.

1

TO: CITY COUNCIL
FROM: JAMES SOUTHWORTH, CITY ADMINISTRATOR
SUBJECT: DEPARTMENT HEAD UPDATES
DATE: NOVEMBER 8, 2010



The department heads from Community Services, Fire, Police, Public Works and Administration will provide updates on various departmental activities, current and on-going projects.

CITY OF BISHOP
CITY COUNCIL MINUTES
October 12, 2010

- CALL TO ORDER Mayor Griffiths called the meeting to order at 7:00 p.m.
- INVOCATION The invocation was given by Pastor Clyde Harvey with the Neighborhood Church followed by the Pledge of Allegiance led by Councilmember Smith.
- COUNCIL PRESENT Councilmembers Laura Smith, Susan Cullen, David Stottlemyre
Mayor Pro Tem Bruce Dishion
Mayor Jeff Griffiths
- COUNCIL ABSENT None
- OTHERS PRESENT James Southworth, City Administrator
Denise Gillespie, Assistant City Clerk
Peter Tracy, City Attorney
Keith Caldwell, Assistant City Administrator/
Community Services Director
Ray Seguine, Fire Chief
Chris Carter, Interim Police Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer
Bob Kimball, City Treasurer
- PUBLIC COMMENT The Mayor announced the public comment period. Jim Southworth, the City's new administrator, introduced himself to the audience and stated he is excited about being in Bishop. No further public comment was provided.
- PROCLAMATION
- World Polio Day – Bishop Rotary Clubs
(1) The Council read the proclamation for World Polio Day as requested by the Bishop Rotary Clubs. Councilmember Cullen presented the proclamation to Tom Hardy, District Governor Elect.
- DEPARTMENT HEAD REPORTS
(2) Reports from Community Services, Fire, Police, Public Works and Administration were given on the departments' activities including upcoming and ongoing projects.
- CONSENT CALENDAR
(3) A motion was made by Councilmember Cullen and passed unanimously to approve the Consent Calendar as presented:
Motion/Cullen
- FOR APPROVAL AND FILING
(a) Council Meeting Minutes – 9/27/10
(b) Personnel Status Change Report
(c) Warrant Register – 9/10

- (d) Fund Transactions – 7/1/10 – 9/30/10
- (e) Sunrise Mobile Home Replacement Reserve Account 7/1/10 – 9/30/10
- (f) Surplus of found and unclaimed property – Police Dept.

FOR INFORMATION AND FILING

- (g) Parks and Recreation Commission Minutes – 8/25/10
- (h) Planning Commission Minutes – 8/31/10
- (i) Fire Department Activity Log – 9/10
- (j) Public Works Permit Report – 9/10

PUBLIC HEARING

PROPOSED ZONE CHANGE -187 Edward St.
(4)

The Mayor opened a public hearing to hear and consider citizen input on a request for a zone change for 187 Edward Street (APN 01-162-02) from R-1 Single Family Residential to R-2000P Medium High Density Residential District and/or Professional and Administrative Offices.

Dwayne Wilson, representing the proponent Sabrina Associates, stated the zone change has been requested to give more flexibility to do something with that property to clean it up. He stated there has been no opposition from the neighbors at this time.

Motion/Cullen

No further comment was provided. On a motion by Councilmember Cullen, the Council voted 5-0 to close the public hearing.

NEW BUSINESS

ORDINANCE NO. 531
Amending City Zoning Map
Proposed Zone Change
187 Edwards Street
First Reading/Introduction
(5)
Motion/Stottlemire

Councilmember Stottlemire made a motion to approve the introduction/first reading of Ordinance No. 531 by title only, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING THE ZONING MAP OF THE CITY OF BISHOP, INCORPORATED BY REFERENCE IN SECTION 17.04.050 OF CITY OF BISHOP ORDINANCE NO. 424”. The motion passed 5-0.

RESOLUTION NO. 10-17
Amending the Joint Powers
Agreement with E.S.T.A.
(6)
Motion/Griffiths

John Helm, Executive Director for the Eastern Sierra Transit Authority stated that due to staff changes within the Town of Mammoth Lakes, it is necessary to amend Section 2.2 of the agreement to give ESTA options for financial services.

On a motion by Mayor Griffiths, the Council voted 5-0 to adopt Resolution No. 10-17 by title only, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, APPROVING AMENDMENT OF SECTION 2.2 OF THE JOINT POWERS AGREEMENT OF THE EASTERN SIERRA TRANSIT AUTHORITY”.

ORDINANCE NO. 532
Providing Contracting
Preferences for Local and
Small Businesses
First Reading/Introduction
(7)

The City Attorney gave a summary of Draft Ordinance No. 532 relating to preference for local businesses indicating it is similar to the recently adopted Inyo County ordinance. The ordinance is not applicable to projects funded by state, federal or FEMA dollars. A 5% bidding preference will be allowed under the ordinance, not to exceed \$10,000 for any one contract.

Dan Stone representing the Owens Valley Contractors and Vendors Association stated the draft ordinance is a big step for local businesses. He requested Council consideration for two changes to the draft: 1) to eliminate "distribution point" under B.1; 2) to increase the preference to 10% on contracts and 10% on purchasing under section B.4.

Motion/Dishion

Following further discussion, Mayor Pro Tem Dishion made a motion to strike "distribution point" from section B.1 and approve the first reading / introduction of Ordinance No. 532 by title only.

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to amend Dishion's motion to retain "distribution point" and increase the local preference from 5% to 8%. A roll call vote was taken and defeated 4-1. Ayes: Stottlemyre; Noes: Smith, Cullen, Dishion, Griffiths.

A roll call vote was then taken on the motion by Mayor Pro Tem Dishion to approve the first reading/introduction of Ordinance No. 532 by title only with the deletion of "distribution point" from section B.1, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING CHAPTER 3.26 TO THE BISHOP MUNICIPAL CODE TO PROVIDE CONTRACTING PREFERENCES FOR LOCAL AND SMALL BUSINESSES". The motion passed 4-1 on the following roll call vote: Ayes: Dishion, Cullen, Smith, Griffiths; Noes: Stottlemyre.

RESOLUTION NO. 10-18
In Support of Proposition 22
Local Taxpayer, Public
Safety and Transportation
Protection Act of 2010
(8)
Motion/Cullen

On a motion by Councilmember Cullen the Council voted unanimously to adopt Resolution No. 10-18 by title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, IN SUPPORT OF PROPOSITION 22 – THE LOCAL TAXPAYER, PUBLIC SAFETY AND TRANSPORTATION PROTECTION ACT OF 2010".

GENERAL MUNICIPAL
ELECTION – March 2011
Election Supplier Services
(9)
Motion/Cullen

On a motion by Councilmember Cullen, the Council voted 5-0 to waive the formal bid procedure and enter into a professional services agreement with Martin and Chapman for the March 2011 General Municipal Election.

BUDGET ADJUSTMENTS
AND TRANSFERS

On a motion by Councilmember Cullen, the Council voted 5-0 to approve the budget adjustments and transfers for fiscal year 2010-

APPROVAL FY 2010-2011 2011 through September 30, 2010 as presented.
(10)
Motion/Cullen

U.S. DEPT. OF JUSTICE On a motion by Councilmember Stottlemyre, the Council voted
Equitable Sharing Program 5-0 to approve the City's participation in the U.S. Department of
(11) Justice Equitable Sharing Program and authorize the execution of
Motion/Stottlemyre the Equitable Sharing Agreement and Certification by the Police
Chief and City Administrator.

COUNCIL REPORTS

ADJOURNMENT The Mayor adjourned the meeting at 8:45 p.m. to the Council
Retreat scheduled for October 19, 2010 at 9:00 a.m. in the
Executive Conference Room at City Hall. The next regular
Council meeting is scheduled for Monday, October 25, 2010 at
7:00 p.m. in the City Council Chambers.

JEFF GRIFFITHS, MAYOR

Attest: James M. Southworth, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

(b)

CITY OF BISHOP
COUNCIL RETREAT MINUTES
October 19, 2010

CALL TO ORDER	Mayor Griffiths called the meeting to order at 9:00 a.m.
COUNCIL PRESENT	Smith, Cullen, Stottlemire, Dishion, Griffiths
COUNCIL ABSENT	None
OTHERS PRESENT	James Southworth, City Administrator Keith Caldwell, Community Services Director
PUBLIC COMMENT	The Mayor announced the public comment period. No public comment was provided.
DISCUSSION	Discussion was held relating to items on the attached Retreat agenda. No action was taken.
ADJOURNMENT	The Mayor adjourned the meeting at 1:30 p.m. to the next Council meeting scheduled for Monday, October 25, 2010 at 7:00 p.m. in the City Council Chambers.

JEFF GRIFFITHS, MAYOR

Attest: James Southworth, City Clerk

By: _____



CITY OF BISHOP COUNCIL RETREAT AGENDA

Tuesday, October 19, 2010

9:00 a.m.

Executive Conference Room

377 West Line Street

Bishop, California 93514

NOTICE TO THE PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (760) 873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II).

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.

ROLL CALL

PUBLIC COMMENT

NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda.

DISCUSSION

- 1) A discussion of short and mid-term goals, opportunities and expectations. Possible sample discussion items:
 - A. City organization (Administration, Community Services, Fire, Police, Public Works)
 - B. City economic health and financial sustainability
 - C. Community economic development and sustainability:
 - 1) Business sustainability, expansion and community promotions
 - 2) Leakage analysis
 - 3) Tourist base
 - 4) Digital 395
 - 5) Interagency relations, partnering
 - D. Short and mid-term goals and expectations

ADJOURNMENT

The next regularly scheduled City Council meeting will be Monday, October 25, 2010, at 7:00 p.m. in the Council Chambers.

RECEIVED

MAY 28 2010



CITY OF BISHOP PERSONNEL STATUS CHANGE

PR# 525

Employee NOLAN, DANNY	Department POLICE	Hire Date	Effective Date May 24, 2010
--------------------------	----------------------	-----------	--------------------------------

- Hire Rehire
 Termination: Voluntary Layoff Eligible for rehire: Reason: (see remarks)
 Leave of absence: Reason: (see remarks) Expected return date _____ Return from leave

From	To
Sergeant, Step 3 w/4.5% Inc	Sergeant Step 3 w/7% Inc. - earned Advanced Certificate
Full Time	Full Time
Rate: (hr/mo)	
\$6801.00/month + 4 1/2% Inct 306.05 = 7107.05	Sergeant Step 3 w/7%

- Merit Increase
 Promotion Increase recommended _____ Date _____
 Salary adjustments
 Special(see remarks) Increase recommended _____ Date _____
 Transfer(see remarks)

Other(see remarks) Remarks
 Sgt Nolan earned his advanced certificate effective May 24, 2010. Please pay Danny his retroactive increase. Thank you.

_____ Employee
 _____ Department Head
 _____ City Administrator

(d)

AGENDA

CITY OF BISHOP
PARKS AND RECREATION
COMMISSION MEETING

October 27, 2010 at 5:15 p.m.
City of Bishop Council Chambers
377 W Line St, Bishop CA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

The Minutes of September 22, 2010, Parks and Recreation Commission Meetings are submitted for approval.

PUBLIC COMMENT

NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda.

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.

CORRESPONDENCE

none

OLD BUSINESS

Master Plan

NEW BUSINESS

none

STAFF REPORT

I. Programs Update

- Soccer
- Gymnastics – Fall Program
- Lifeguard Camp
- Trunk or Treat and Movies in the Park
- 4-H Bike Program
- Winter- Basketball, Volleyball

- Community Garden update
- Arboretum
- Creek Cleanup – Senior Center
- Thanksmas
- Facility Rentals

NEW BUSINESS
ITEMS FROM THE
COMMISSION

ADJOURNMENT

Wednesday, November 24, 2010 at 5:15 p.m.



CITY OF BISHOP

(e)

WATER AND SEWER COMMISSION AGENDA

City Council Chambers – 301 West Line Street
Bishop, California 93514

Date: November 9, 2010
7:00 P.M.

NOTICE TO THE PUBLIC:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (760) 873-5863. Notification 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).

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.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT: This time is set aside to receive public comment on matters not calendared on the agenda.

APPROVAL OF MINUTES

- (1) Minutes of the Water and Sewer Commission meeting held on September 14, 2010 subject for approval.

CORRESPONDENCE

None

NEW BUSINESS

- (2) Introduction of Jim Southworth, new City Administrator
- (3) Debit/credit card payment option
- (4) March 2011 meeting date

OLD BUSINESS

- (5) Possible joint meeting with City Council
- (6) Rebate program update
- (7) Meter Readings
- (8) Cash balance and revenue & expenditures update on water and sewer reserves
- (9) Public Works reports September and October

STAFF AND COMMISSION REPORTS

ADJOURNMENT: The next regularly scheduled meeting will be January 11, 2011 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

BISHOP FIRE DEPARTMENT

(f)

ACTIVITY LOG

October-10

Date	RunID #	ACTIVITY	City	District	Contract	Other
1-Oct	10-0110205	Vehicle vs. Cow, Highway 395 North of Brockmen			13	
1-Oct	10-0110206	EMS Assist, 2386 Navajo Cir.			2	
3-Oct	10-0310207	EMS Assist, No. Warren St. Rear of 585 No. Main St.	14			
3-Oct	10-0310208	Good Intent, Cancelled En Route, Hwy 395 Sherwin Grade				16
3-Oct	10-0310209	Outside Fire, Adjacent to 174 So. Main Street and Short St.	16			
5-Oct		Training/Drill, FF1 Ventilation	4	3		
5-Oct		Work Night	10	10		
6-Oct		Public Education, Meeting	10	10		
6-Oct	10-0610210	Fire Alarm Act., 433 North Barlow Ln TAFY Program				20
7-Oct	10-0710211	Two Vehicle T.C. Front of 369 E Pine Street	11			
7-Oct	10-0710212	Fire Alarm, Water Flow, False, 205 N Fowler St.	11			
8-Oct	10-0810213	Fuel Oil Leak, 474 East Line Street	*			
12-Oct	10-1210214	Odor of Smoke Investigation, 1180 N Main St. Suite 102	*			
12-Oct	10-1210215	Equipment Fire, Central Street @ East Elm Street	19			
13-Nov	10-1310216	Motorcycle vs Deer, Hwy 395 Southbound and Gorge Road				17
13-Oct		Work Night	9	10		
14-Oct	10-1410217	Fire Alarm Activation, Unintentional 800 W Pine St School	12			
15-Oct	10-1510218	Cooking Fire, 251 S. Warren St. Unit 11C	20			
18-Oct	10-1810219	Three Vehicle T.C., Front of 798 N Main Street	13			
19-Oct	10-1910220	EMS Assist, 2742 N. Sierra Hwy, Paiute Palace				14
19-Oct		Training/Drill, Aerial Training	12	12		
20-Oct		Departmental Meeting	13	12		
21-Oct	10-2110221	Good Intent, 100 Block Country Lane			17	
24-Oct	10-2410222	Good Intent, Cancelled En Route, Wrong Location				15
27-Oct	10-2710223	Good Intent, Fire Investigation, 2868 N Sierra Hwy				21
27-Oct		Work Night	9	9		
28-Oct	10-2810224	Vehicle vs Building, 1180 N main St. Suite 107	**			
28-Oct	10-2810225	Brush Fire, Gerkin Road (SRA)				13

21 * Denotes 101 Response Only

** Denotes 101 and 102 Response

Total Responding Personnel

City	183
District	153
Contract	55
Other	61

Totals Calls

11
3
3
4
<hr/>
21



CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458 publicworks@ca-bishop.us

www.ca-bishop.us

(9)

Public Works Report

September 2010

Water

1. Awarded the May Willow and North Third Street water line replacement project to Marzano and Sons General Engineering Contractors Incorporated.
2. Repaired water leaks at the following locations:
 - North Main Street at Jack's Waffle Shop's service
 - 200 block of North Second (2 inch galvanized main)
3. Continued to work with EcoLogic on SCADA project.
4. Marked all water mains and services on May, Willow and North Third Streets in preparation of the upcoming water replacement project.
5. Visited and toured the construction site of a 2.5 million gallon concrete water storage tank in Minden Nevada.
6. Retested failed back flow valves after repairs were made.
7. Performed grounds maintenance at Wells 2 and 4.
8. Took monthly readings of all water meters.
9. Took routine bacteria samples.
10. Attended Water and Sewer Commission meeting.
11. Continued work on design of North Second Street, Church Street, and Iris Street water line replacement projects.

Sewer

1. Removed and replaced the last 2 of the 4 valves to the sludge drying beds.
2. Cleaned all weeds and tules from pond 5.
3. Continued working with Whiskey Creek and Preferred Septic on their grease interceptor issues.
4. Performed grounds maintenance at the Waste Water Treatment Plant.

5. Made routine inspections of grease interceptors.
6. Continued video assessment of sewer mains.
7. Generated a No Spill Certification for the state and reported the same.
8. Performed routine main line cleaning in trouble areas.
9. Placed soil spoils from the Hanby Avenue project in low areas of the 40 acre pasture.

Streets

1. Participated in two sidewalk safety projects. One at 515 West Elm Street. This project installed curb, gutter and sidewalk the entire length of the lot. The second job was on Wye Road along the Williams Industrial Complex. This project replaced one hundred feet of failing curb and sidewalk.
2. Installed new pedestrian crossing signs and paint markings in front of the Home Street Middle School.
3. Cleaned school crosswalks on Home Street to increase their visibility.
4. Swept city streets and alleys.
5. Participated in Inyo Local Transportation Commission meeting.
6. Provided appraisal information to the City of Los Angeles Department of Water and Power (DWP) regarding the acquisition of DWP property for the Wye Road Intersection Improvement project.
7. Advertised the Mac Iver Street Light project for construction bids.
8. Participated in sub-consultant interviews for the Circulation Element update.

Miscellaneous

1. Installed trench drain in the shop compound to enhance drainage.
2. Provided weekly safety meetings.
3. Participated in California League of California Cities conference.
4. Met with staff from the Federal Emergency Management Agency and Inyo County staff concerning the update of local flood maps to digital format maps.
5. Participated in International Organization for Standardization review of the city.



CITY OF BISHOP

(h)

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
www.ca-bishop.us

Public Works Report

October 2010

Water

1. Marzano and Sons began construction of the May, Willow and North Third Streets water line replacement project.
2. Replaced failing curb stop valves at the following locations:
 - 157 Johnston Drive
 - 762 Keough Street
3. Installed meters at the following locations:
 - 437 East Line Street (Airway Medical)
 - 155 East Elm Street (Ramada Inn)
 - 785 Home Street (Bishop Nursery)
4. Installed valve box at 225 South Third Street.
5. Los Angeles Department of Water and Power assisted the city with installation of a 50 foot power pole at Well 4. This pole will be used mount the SCADA antenna.
6. Located water services and sewer laterals for various customers at their request.
7. Retested failed back flow valves after repairs were made.
8. Performed grounds maintenance at Wells 2 and 4.
9. Took monthly readings of all water meters.
10. Took routine bacteria samples.
11. Met with potential consultants for the new tank project.
12. After a review of the proposed Memorandum of Understanding (MOU) regarding the Inyo Mono Integrated Water Management Plan the City Attorney and the City Administrator determined it was not in the best interest of the city to become a party to the MOU.

13. Provided Inyo County water and sewer data for the area of the county's property southwest of the city limits.

Sewer

1. Cleaned plugged sewer at the north end of Hammond Street.
2. Cleaned all weeds and tules from pond 6.
3. Cleaned and videoed 10 inch sewer main under East Pine Street where Whiskey Creek discharges with the owner of Whiskey Creek and his plumber present to see results.
4. Cleaned sludge and grit drying beds.
5. Performed grounds maintenance at the Waste Water Treatment Plant.
6. Made routine inspections of grease interceptors.
7. Continued video assessment of sewer mains.
8. Generated a No Spill Certification for the state and reported the same.
9. Performed routine main line cleaning in trouble areas.
10. Placed soil spoils from the Hanby Avenue Project in low areas of the 40 acre pasture.
11. Amended SCADA contract to include implementing SCADA for sewer system.

Streets

1. Cleaned drop inlets and interceptors in the storm drain system in preparation for winter.
2. Patched problem potholes.
3. Replaced and or repaired various street signs.
4. Swept city streets and alleys.
5. Reviewed plans and specifications for Road Improvement Project A.
6. Endured a review of the Hanby Avenue Pavement Reconstruction economic stimulus project by the Federal Highways Administration and received an excellent rating, one of only 2 that have been given in about 200 reviews.
7. Met with a property owner representative to discuss the offer to purchase property for the Wye Road Intersection Improvements project.

Miscellaneous

1. Performed maintenance to light trucks and equipment.
2. Provided weekly safety meetings.

3. Cleaned up and organized all Public Works facilities.
4. Participated in Caltrans mock contract workshop focused on assisting small and local contractors to be successful bidding on government projects.
5. Commented on proposed small and local preference ordinance.
6. Submitted final invoice for Hanby Pavement Reconstruction project to Caltrans.

(i)

Water Fund Monthly Balances 2010/2011

		End Previous	Change		
Start of Year Combined		\$ 1,144,727.07	\$ -	\$ (1,144,727.07)	Start process
Non capital (6 months)		\$ 311,940.00	\$ -	\$ (311,940.00)	Start process
Capital		\$ 832,787.07	\$ -	\$ (832,787.07)	Start process
		Start Balance	Expend	Revenue	End Balance
July	Combined	\$ 1,144,727.07	\$ 92,312.71	\$ 388,286.24	\$ 1,440,700.60
	Non Capital	\$ 311,940.00	\$ 72,992.87	\$ 240,737.47	\$ 479,684.60
	Capital	\$ 832,787.07	\$ 19,319.84	\$ 147,548.77	\$ 961,016.00
August	Combined	\$ 1,440,700.60	\$ 77,673.87	\$ 83,342.89	\$ 1,446,369.62
	Non Capital	\$ 479,684.60	\$ 60,950.55	\$ 51,672.59	\$ 470,406.64
	Capital	\$ 961,016.00	\$ 16,723.32	\$ 31,670.30	\$ 975,962.98
September	Combined	\$ 1,446,369.62	\$ 102,816.73	\$ 84,229.40	\$ 1,427,782.29
	Non Capital	\$ 470,406.64	\$ 79,436.29	\$ 52,222.23	\$ 443,192.58
	Capital	\$ 975,962.98	\$ 23,380.44	\$ 32,007.17	\$ 984,589.71
October	Combined	\$ 1,427,782.29	\$ 70,666.88	\$ 71,164.43	\$ 1,428,279.84
	Non Capital	\$ 443,192.58	\$ 53,451.84	\$ 44,121.95	\$ 433,862.69
	Capital	\$ 984,589.71	\$ 17,215.04	\$ 27,042.48	\$ 994,417.15
November	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
December	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
January	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
February	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
March	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
April	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
May	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
June	Combined	\$ 1,428,279.84			\$ 1,428,279.84
	Non Capital	\$ 433,862.69	\$ -	\$ -	\$ 433,862.69
	Capital	\$ 994,417.15		\$ -	\$ 994,417.15
End of Year Combined					
Capital %				38%	

Sewer Fund Monthly Balances 2010/2011

		End Previous	Change		
Start of Year Combined		\$ 470,564.53	\$ -	\$ (470,564.53)	Start process
Non capital (6 months)		\$ 280,300.00	\$ -	\$ (280,300.00)	Start process
Capital		\$ 190,264.53	\$ -	\$ (190,264.53)	Start process
		Start Balance	Expend	Revenue	End Balance
July	Combined	\$ 470,564.53	\$ 66,282.91	\$ 325,814.04	\$ 730,095.66
	Non Capital	\$ 280,300.00	\$ 65,988.70	\$ 192,230.28	\$ 406,541.58
	Capital	\$ 190,264.53	\$ 294.21	\$ 133,583.76	\$ 323,554.08
August	Combined	\$ 730,095.66	\$ 184,042.35	\$ 68,685.09	\$ 614,738.40
	Non Capital	\$ 406,541.58	\$ 52,345.35	\$ 40,524.20	\$ 394,720.44
	Capital	\$ 323,554.08	\$ 131,697.00	\$ 28,160.89	\$ 220,017.96
September	Combined	\$ 614,738.40	\$ 54,630.74	\$ 82,509.69	\$ 642,617.35
	Non Capital	\$ 394,720.44	\$ 54,630.74	\$ 48,680.72	\$ 388,770.41
	Capital	\$ 220,017.96	\$ -	\$ 33,828.97	\$ 253,846.94
October	Combined	\$ 642,617.35	\$ 63,473.44	\$ 58,125.75	\$ 637,269.66
	Non Capital	\$ 388,770.41	\$ 55,471.06	\$ 34,294.19	\$ 367,593.55
	Capital	\$ 253,846.94	\$ 8,002.38	\$ 23,831.56	\$ 269,676.11
November	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
December	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
January	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
February	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
March	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
April	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
May	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
June	Combined	\$ 637,269.66			\$ 637,269.66
	Non Capital	\$ 367,593.55	\$ -	\$ -	\$ 367,593.55
	Capital	\$ 269,676.11		\$ -	\$ 269,676.11
End of Year Combined					
Capital %				41%	

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: SUDDENLINK CORRESPONDENCE

DATE: NOVEMBER 8, 2010

Attached is correspondence received from Suddenlink relating to local rate adjustments effective in December. This correspondence is provided for Council information and no action is needed.



October 29, 2010

Mr. Richard Pucci

City of Bishop

P.O. Box 1236

Bishop, CA 93515

RECEIVED

NOV 03 2010

CITY OF BISHOP

Dear Mr. Pucci:

This year, there will be *no change* in the price of many of Suddenlink's locally available services and equipment, including our Digital Phone: Unlimited service and Digital Set Top and HD/DVR equipment.

In addition, customers who subscribe to a bundled package of multiple services with a guaranteed rate will keep that rate until its anniversary date.

Local adjustments to the monthly price of services and equipment will be limited to the following and will be communicated to our customers, as required.

Service	Adjustment	Effective Month
Limited Basic	\$2.25	December
High Speed Internet Only - Tier 1	\$2.04	December
High Speed Internet Only - Tier 2	\$3.00	December
Broadcast Station Surcharge	\$0.38	December

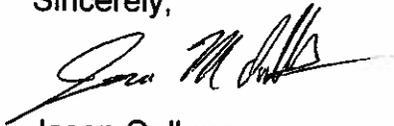
Taxes, fees, and surcharges will be adjusted accordingly. The broadcast station surcharge reflects the charges to Suddenlink levied by the owners of broadcast TV stations. More information on this surcharge is available at www.suddenlinkfyi.com/broadcast-surcharge.

While we pledge to hold prices as low as possible, these adjustments are necessary due to the rising cost of TV programming, equipment, insurance, network expenses for Internet service, and other factors. In total, such costs are increasing approximately six percent or more each year. Suddenlink is absorbing a portion of that increase and

passing along a portion to customers, resulting in the average customer seeing an adjustment of around three to four percent.

In addition, we have bundled packages of two or more services that can help many customers off-set these adjustments and potentially save money. More than half of Suddenlink customers have already taken advantage of such offers, bundling services with us – and we will continue to communicate those options to our customers.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Oelkers", with a stylized flourish extending to the right.

Jason Oelkers
California System Manager
530.550.3922

TO: CITY COUNCIL

FROM: JAMES SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: ORDINANCE NO. 532 – PROVIDING CONTRACTING PREFERENCES FOR LOCAL AND SMALL BUSINESSES – SECOND READING/ADOPTION

DATE: NOVEMBER 8, 2010

Provided for Council consideration and discussion is Ordinance No. 532 adding Chapter 3.26 to the City's Municipal Code in order to provide contracting preferences for local and small businesses. The proposed ordinance was revised at the last meeting and is now agendized as the second reading/adoption.

RECOMMENDATION:

Consider Ordinance No. 532 and, if appropriate, adopt the second reading, by title only, with passage to print.

ORDINANCE NO. 532

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADDING CHAPTER 3.26 TO THE BISHOP MUNICIPAL CODE TO PROVIDE CONTRACTING PREFERENCES FOR LOCAL AND SMALL BUSINESSES

The City Council of the City of Bishop ordains as follows:

SECTION 1. PURPOSE AND AUTHORITY

The purpose of this ordinance is to contribute to the economic and social well-being of all the citizens of the City by providing a contracting preference for local and small businesses. As a market participant and pursuant to Public Contract Code §2002, the City may award a contracting and purchasing preference to certain entities for the purposes of:

- 1) Encouraging City and regional economic development;
- 2) Assisting small businesses which by their nature are at a competitive disadvantage;
- 3) Leveling the playing field for local businesses whose costs of doing business in a very rural area exceed those of non-local businesses that have the efficiencies of scale and location, and;
- 4) Providing to the City local economic benefit which is not provided by non-local businesses.

SECTION 2. ADDITION OF CHAPTER 3.26 TO THE BISHOP MUNICIPAL CODE

Chapter 3.26 is added to the Bishop Municipal code to read as follows:

Chapter 3.26

CONTRACTING PREFERENCES

Sections:

- 3.26.010 Findings.
- 3.26.020 Definitions.
- 3.26.030 General Provisions.
- 3.26.040 Local Business and Small Business Preference.
- 3.26.050 Small Business Subcontracting Preference.
- 3.26.060 Limit on Contracting Preference.

3.26.010 Findings.

Businesses located in Inyo County, and especially the City, contribute to the economic and social well-being of all the citizens of the City. Such businesses provide convenient services within the City and provide employment for City citizens. Further, the payroll paid by and income earned by local businesses

tend to be largely expended within the City, which enhances the business environment in the City and the well-being of its citizens. It is in the public interest to encourage a vibrant business environment in the City. Providing modest purchasing preferences businesses located in Inyo County, including the City, furthers the goal of building a healthy economy in the City. Further, providing contracting preferences for all small businesses is allowed by State law, expands the types of contracts for which preferences may be given, and benefits local small businesses, also furthering the goal of building and maintaining a healthy local economy.

Advantages of Preferences: This ordinance will help achieve the following:

- 1) Encouraging City and regional economic development;
- 2) Assisting small businesses which by their nature are at a competitive disadvantage;
- 3) Leveling the playing field for local businesses whose costs of doing business in a very rural area exceed those of non-local businesses that have the efficiencies of scale and location, and;
- 4) Providing to the City local economic benefit which is not provided by non-local businesses.

3.26.020 Definitions.

A. A Small Business is a business which is certified by the State of California or the Small Business Administration as a small business.

B. A Local Business is a business which:

1. Has its headquarters, distribution point, or locally-owned franchise located in or having a street address within Inyo County for at least six months immediately prior to the issuance of the request for competitive bids by the City; and

2. Holds any required business license by a jurisdiction located in Inyo County; and

3. Employs at least one full-time or two part-time employees whose primary residence is located within Inyo County, or if the business has no employees, shall be at least fifty percent owned by one or more persons whose primary residence is located within Inyo County.

4. Meets the conditions of sub-paragraph one through three of this subsection, but within Mono or Inyo and Mono Counties, if no Inyo County local business submits a bid that is within five (5%) percent of the lowest bid submitted.

C. A Responsive Bid is a bid which responds to the requirements of the request for bids and is submitted by a responsible bidder.

3.26.030 General Provisions

A. The preferences provided in this chapter are intended to extend to the limit of the jurisdiction of the City under California law. Such preferences do not apply where prohibited Federal or State

law. Such preferences do not apply where funding agencies prohibit such preferences as a condition of providing funding for the anticipated project. Where this Chapter provides preferences for multiple classes of entities, and one or more of those classes of entities are disallowed contracting preference by Federal or State law or by the funding agency, those disallowed entities will not be provided preferences, but the remaining classes of entities shall receive preferences.

B. Requests for bids or proposals issued by the City shall specify the applicable contracting preferences available pursuant to this Chapter.

3.26.040 Local Business and Small Business Preference.

Except as excluded by Section 3.26.030(A), for all contracts awarded by the City, if the lowest responsive bid is submitted by a local business or a small business, that business shall be awarded the contract. If the lowest responsive bid is not submitted by a local business or a small business, the lowest responsive bid submitted by a local business that is within five percent (5%) of the lowest responsive bid or by a small business that is within five percent (5%) of the lowest responsive bid shall be considered the low bid and that business shall be awarded the contract. To be eligible, a local business or a small business shall provide certification with its bid that it is such business as herein defined; otherwise its preference under this chapter shall be deemed conclusively waived.

3.26.050 Small Business Subcontracting Preference.

For public works and road construction contracts awarded by the City, where no entity qualifying under this chapter for a contracting preference submits a responsive bid that is the lowest or within five percent (5%) of the lowest responsive bid, there shall be a preference given to bids in which at least ten percent (10%) of the monetary value of the work to be performed is subcontracted to a small business or businesses. If such bid is the lowest responsive bid, that contractor shall be awarded the contract. If such bid is not the lowest responsive bid, any such bid that is within five percent (5%) of the lowest responsive bid shall be considered the low bid, and that contractor shall be awarded the contract.

3.26.060 Limit on Contracting Preferences.

Contracting preferences under this Chapter shall not exceed \$10,000.00 for any one solicitation and award determination.

SECTION 3. SEVERABILITY

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional, without regard to whether any portion of this ordinance would be subsequently declared unconstitutional or invalid.

SECTION 4. EFFECTIVE DATE

This Ordinance shall take effect and be in full force and effect thirty (30) days after its adoption. Before the expiration of fifteen (15) days from the adoption hereof, this Ordinance shall be published as required by Government Code Section 36933. The City Clerk is hereby instructed and ordered to so publish this Ordinance together with the names of the City Council members voting for and against the same.

PASSED AND ADOPTED this 25th day of October, 2010.

Jeff Griffiths, Mayor

ATTEST: James M. Southworth, City Clerk

By: _____
Denise Gillespie, Assistant City Clerk

TO: City Council

FROM: Jim Southworth, City Administrator 

SUBJECT: REAPPOINTMENT OF COMMISSIONERS

DATE: November 8, 2010

The advertising and application process for expiring terms on the Planning and Water and Sewer Commissions has been completed. No new applications were received.

The incumbents have submitted letters of interest in continuing service on the commissions. Harry Bhakta has served on the Water and Sewer Commission since June 2005; Forrest Cross is one of the original members of the Water and Sewer Commission appointed in November 2004; Tom Hardy has served on the Planning Commission since November 2004.

RECOMMENDATION:

Consider action on the reappointment of the following commissioners:

- (A) Harry Bhakta - Water and Sewer Commission for four-year term ending November 8, 2014;
- (B) Forrest Cross - Water and Sewer Commission for four-year term ending November 8, 2014;
- (C) Thomas Hardy - Planning Commission for four-year term ending November 26, 2014.

PROOF OF PUBLICATION

(2015.5 C.C.P.)

This space is for County Clerk's Filing Stamp

STATE OF CALIFORNIA,
COUNTY OF INYO

I am a citizen of the United States and a resident of the County aforesaid. I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of the
The Inyo Register

Proof of Publication of Public Notice

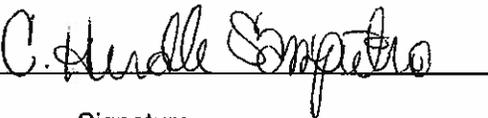
County of Inyo

The Inyo Register has been adjudged a newspaper of general circulation by the Superior Court of the County of Inyo, State of California, under date of Oct. 5, 1953, Case Number 5414; that the notice, of which the annexed is a printed copy (set in type not smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof, on the following dates, to wit:

OCTOBER 2, 5, 7, 9, 12, 14

in the year **2010**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.
on this **14TH** day of **OCTOBER, 2010**



Signature

<p style="text-align: center;">CITY OF BISHOP <u>Commission Positions</u></p> <p>The City of Bishop will have terms on the various city commissions expiring in the near future. The commissions include Planning, Parks and Recreation, and Water and Sewer. For more information on the commissions and compensation contact Denise Gillespie, Assistant City Clerk, by phone at 760-873-5863; by email cityclerk@ca-bishop.us; or at City Hall, 377 West Line Street, Bishop.</p> <p>Applications and descriptions of duties and responsibilities of each commission are available at City Hall or on the City's website at</p> <p>www.ca-bishop.us/administration</p> <p>Applications may be submitted at any time and will be used to develop an interest list and used as needed when terms begin expiring in early November. Interviews will be conducted and appointments will be made as necessary to fill any commission vacancies. (IR 10/2, 10/5, 10/7, 10/9, 10/12, 10/14, #9142)</p>
--

HARIVANDEN P. BHAKTA
233 EAST ELM ST
BISHOP, CA 93514
760 873 8118

RECEIVED
OCT 18 2010
CITY OF BISHOP

October 18, 2010

City of Bishop, California
Honorable Council Members
377 West Line St
Bishop, CA 93514

Dear Council Members:

I would like to be considered for my reappointment for the water & sewer commissioner for another term.

Thank you, for the opportunity to serve as a commissioner.

Sincerely

A handwritten signature in cursive script that reads "Harivanden P. Bhakta". The signature is written in black ink and is positioned below the word "Sincerely".

Harivanden P. Bhakta
Water & Sewer Commissioner
Terms expire November 8, 2010

hpb

Michele Thomas

From: Forrest Cross [fcross@mcwd.dst.ca.us]
Sent: Thursday, October 21, 2010 8:59 AM
To: Michele Thomas
Subject: bishop water and sewer interest 2010
Attachments: bishop water and sewer interest 2010.doc

Michele,

Here is a letter of interest for continuing to serve on the water and sewer commission. Should I mail a signed copy down to you as well?

Forrest Cross, P.E.
Associate Engineer
Mammoth Community Water District
(760)934-2596 x296

10/21/10

City of Bishop
PO Box 1236
Bishop, Ca
93515

Dear Bishop City Council Members,

I have served for six years on the Water and Sewer commission for the City of Bishop. I would like to continue serving on the committee for another term. I appreciate the opportunity to contribute and look forward to the chance to continue on the Water and Sewer commission.

Sincerely,

Forrest Cross



STEPHEN M. PLACE
THOMAS L. HARDY

106 South Main Street, Suite 201
Bishop, California 93514
phone: 760.873.8711
fax: 760.873.8787
www.hardyplace.com

October 11, 2010

RECEIVED

OCT 18 2010

CITY OF BISHOP

Bishop City Council
377 West Line Street
Bishop, CA 93514

RE: Continuing Interest in Serving on City of Bishop Planning Commission

Dear City Council:

It has been brought to my attention that my term on the City of Bishop Planning Commission expires next month. It has been a pleasure serving on the Commission and I am ready and willing to continue to serve as a Planning Commissioner, if such is your pleasure.

If you need any additional information from me, please let me know at your earliest convenience.

Very truly yours,



THOMAS L. HARDY

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **Authorize Request to Release Request for Proposals (RFP) – Consultant Services for New Water Storage Tank Project**

DATE: NOVEMBER 8, 2010

ATTACHMENT(S): Report & Recommendation from David Grah, Director of Public Works
DRAFT Request for Proposals

BACKGROUND / SUMMARY:

The City's 2008 Water Master Plan identifies the need for a second water storage tank to provide adequate water storage for fire suppression and emergencies. Additionally, the new storage tank will improve water system efficiency and reduce pumping costs.

A more detailed background discussion and description of the project is provided in Director Grah's report and Draft RFP.

RECOMMENDATION:

Review report, Draft RFD, and consider authorization to release the Request for Proposals (RFP) for Consultant Services for the New Water Storage Tank Project



To: James M. Southworth, City Administrator
From: David Grah, Director of Public Works
Subject: Release Tank Consultant Services RFP
Date: 1 November 2010

General:

A Request for Proposals (RFP) has been prepared for Consultant Services for the New Water Storage Tank project.

Background:

The 2008 City of Bishop Water Master Plan identified the need for a second water storage tank for the city. The second tank is needed to provide adequate storage for fire suppression and for emergencies. In addition to providing needed storage, it is likely the second tank will improve the efficiency and reduce the cost of pumping water from the existing and from future wells. See attached RFP for more background.

This tank project will be a major project for the city. The total cost of the project is expected to be between \$1.5 and \$2 million. The cost will be refined as engineering and environmental work progresses. The engineering and environmental work will be accomplished by the consultant procured through this RFP process. The cost of engineering and environmental work for this sort of project is typically in the range of 25% of total project cost.

Grant funding will be pursued for the project although the city has not been successful qualifying for water improvement grants. Low interest loans are another financing possibility for this project. Qualifying for money from either of these sources typically comes with "strings attached". For instance, qualifying for state funding would require the city to formally participate in regional water planning efforts, which the city is reluctant to do.

Funds for the early phases of consultant work on the project are included in the city budget:

Year	Line Item	Budget
2010/2011	Capital Improvement, 004-050-56027	\$106,000
2011/2012	Capital Improvement, 004-050-56027	\$94,000
Total		\$200,000

A RFP for the consultant work has been drafted, is attached, and is ready to be released.

Recommendation:

Council approve the release of the RFP for Consultant Services for the New Water Storage Tank project.



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
www.ca-bishop.us/CityofBishopPublicWorks.html

DRAFT Request For Proposals

Consultant Services for Water Storage Tank Project

Release: 9 November 2010

Close: 10 December 2010

Contact: David Grah, Director of Public Works

General: The City of Bishop requests consultant proposals for project delivery services on a project to construct a new water storage tank and make related changes to existing system and controls.

Purpose: The purpose of the project is to provide additional water storage, to increase reliability and efficiency, and to maintain positive pressure in the entire water transmission and distribution system.

The purpose of this Request for Proposals is to procure a consultant to develop the project to the point of construction and to provide consultant support during construction.

Existing System and Other Information: A map and a schematic of the City of Bishop municipal water system are attached.

The city's municipal water system serves a permanent population of about 3,500 through about 1,100 service accounts. Its source is groundwater from two production wells, Well 2 and Well 4. A third well, Well 1, can be used only as a standby well due to high fluoride levels. Well 4 is the main water source and can produce about 1,650 gallons per minute. Well 2 runs when needed to maintain desired system pressure and can produce about 1,800 gallons per minute. Well 1 can produce about 1,100 gallons per minute. Water from Well 4 is subject to mild chlorination. Water from other wells is not chlorinated.

There is one welded steel storage tank with a capacity of 1 million gallons. Overall system pressure is provided by the elevation difference between the

existing tank and the customer area. Well 4 fills the existing tank and is controlled based on tank level. Wells 1 and 2 have variable speed drives, pump directly into the system, and are controlled by system pressure.

Water consumption ranges from about 700,000 gallons per day average during the winter to about 3,000,000 gallons per day maximum during the summer.

There is a 12 inch pipe about 2 miles long between the existing tank and the customer area in town. During high demand, the head loss in this long pipe requires that Well 2 operate to maintain adequate pressure in town. In addition to being needed to maintain system pressure, on highest demand days Well 2 is needed to meet the total demand.

The City of Bishop Water Master Plan (available at <http://www.ca-bishop.us/Misc/WaterMasterPlan2008.pdf>, page 30) suggests the city increase its total water storage capacity from 1 million gallons to between 1.85 and 2.48 million gallons.

The existing tank is about 55 feet lower than Well 4 and about ½ mile closer to the customer area than the well. As a result, the 12 inch (portions 14 inch) water line between the tank and the well empties when the well stops running. This lack of positive pressure in this pipe is a potential contamination concern.

The city has developed an initial concept for the project. The concept is outlined on the attached Water System Elevation Schematic and rough control logic sketches. This initial concept should be one of the concepts the consultant develops and evaluates for the project.

A Supervisory Control and Data Acquisition system is currently being implemented at the Well 2, Well 4, existing storage tank, and Public Works Shop. Project changes or additions should be compatible with this system.

If the new tank is located at the Well 4 site, aesthetic considerations should be anticipated.

In the 5 to 10 years following this project, the city plans to expand its system by adding an additional well at the Well 4 site. See attached Well 4 site map.

Scope of Project: The general scope of the project is to add a single approximately 1 million gallon tank, probably at the Well 4 site. An alternate

location is the existing tank site where there is room for two additional 1 million gallon tanks. The project needs to address the potential contamination concern with the water line between Well 4 and the existing tank. Whatever the final project solution, it needs to contribute toward maximizing system efficiency and reliability.

Scope of Consultant Services: Proposals should cover the full range of project delivery activities necessary to complete this project. Consultant activities range from project scoping, through preliminary design, environmental analysis, preparation of plans, specifications, and estimates, bidding, to construction engineering. Contribution to the development of the project by city staff will be limited to review of consultant work products.

Important early activities include verifying or refining size of new tank, determining site for new tank, determining the tank material and type of tank, and estimating the construction cost. Construction costs should be periodically updated throughout life of consultant work on the project.

Because the scope and cost of consultant services for later activities may depend on the results of consultant work in earlier activities, consultant work may be contracted in phases with later phases being added by amendment to the original contract.

Proposal: A qualifying proposal must address the entire scope of consultant services and include:

1. Brief description of firm, contact person, address, telephone number, and e-mail address.
2. Resumes of staff involved.
3. Description of approach to work and description of proposed delivery products.
4. Examples of reservoir projects of similar scope.
5. Three references at small agencies where firm has implemented similar projects.
6. Proposed work schedule.
7. Proposed basis of consultant compensation (such as cost plus or lump sum).
8. Estimated consultant cost and assumptions used to develop estimate.

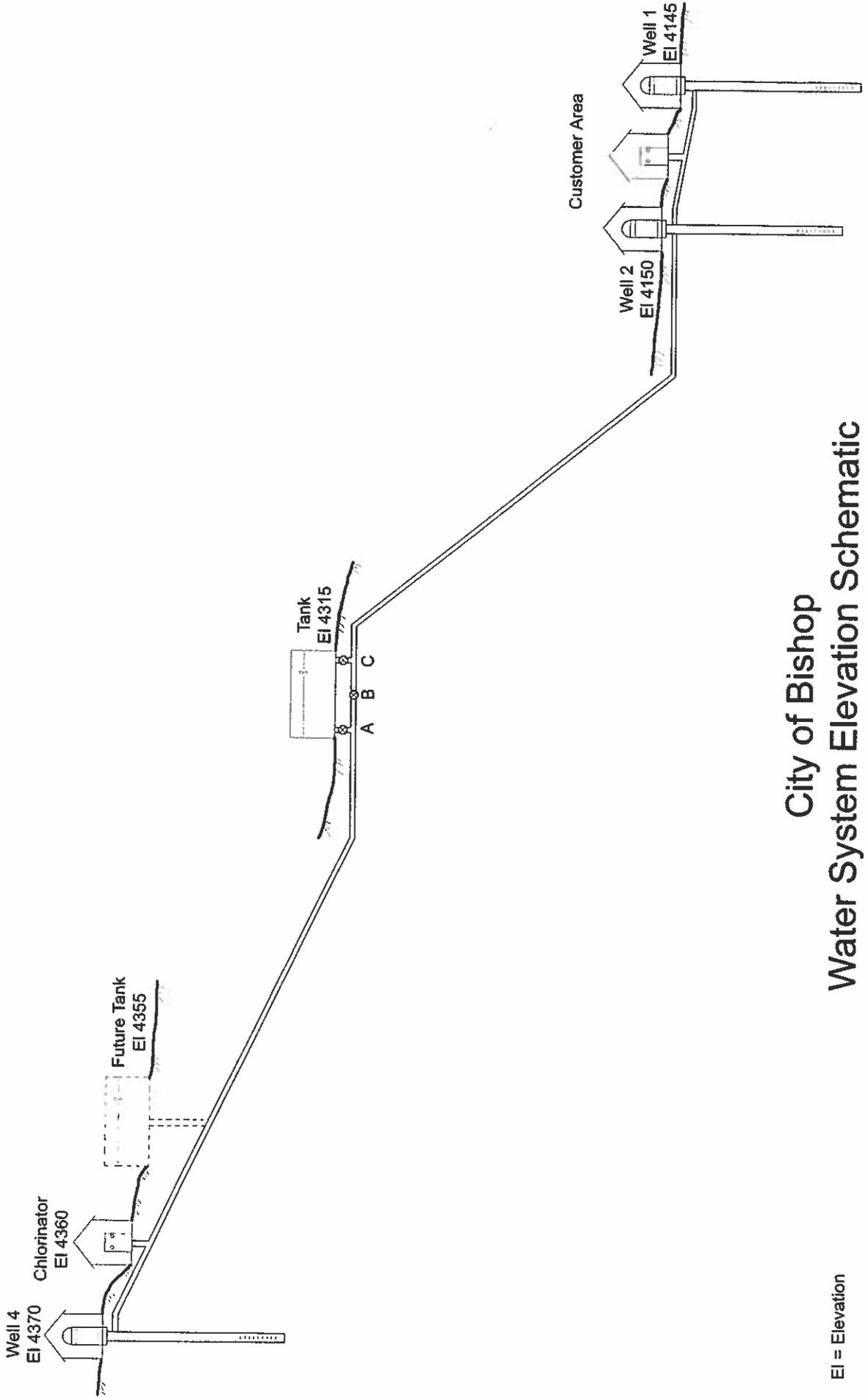
Proposals must be received no later than 1500 (3 pm) on the closing date of this Request for Proposals (RFP). Send proposals to:

David Grah
Director of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514
publicworks@ca-bishop.us

Three paper copies and one electronic copy of the proposal clearly marked with the title of the RFP shall be submitted.

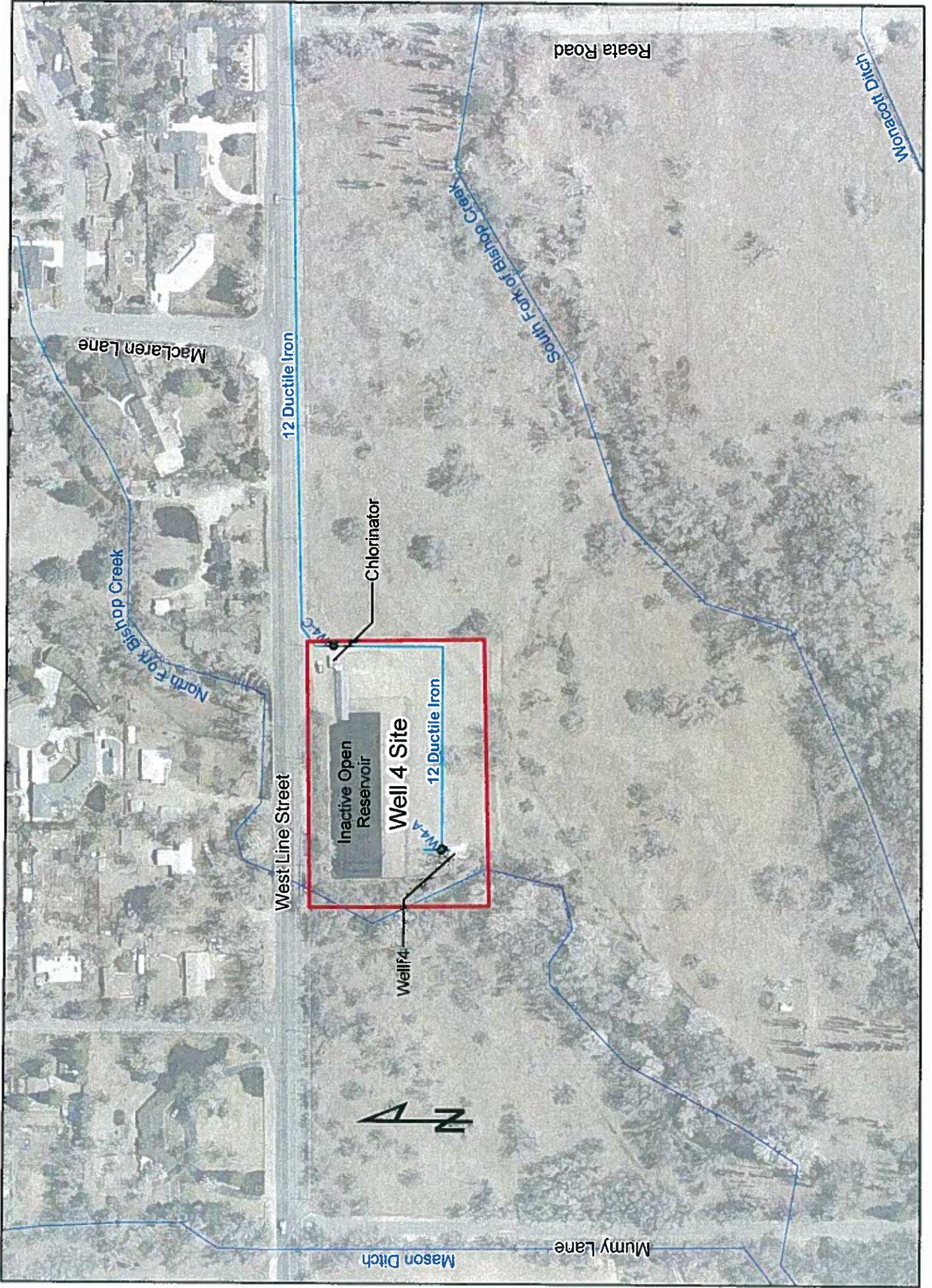
Selection Process: The consultant will be selected based on the experience and ability of the firm and staff to accomplish the scope of work, based on the proposal and considering the effective use of funds. Each firm will be rated based on the requirements of this RFP.

The City will attempt to negotiate contracts with the highest rated firm. The City reserves the right to reject any or all proposals, to waive minor irregularities in said proposals, or to negotiate minor deviations with the successful firm.



City of Bishop Water System Elevation Schematic

EI = Elevation



City of Bishop Well 4

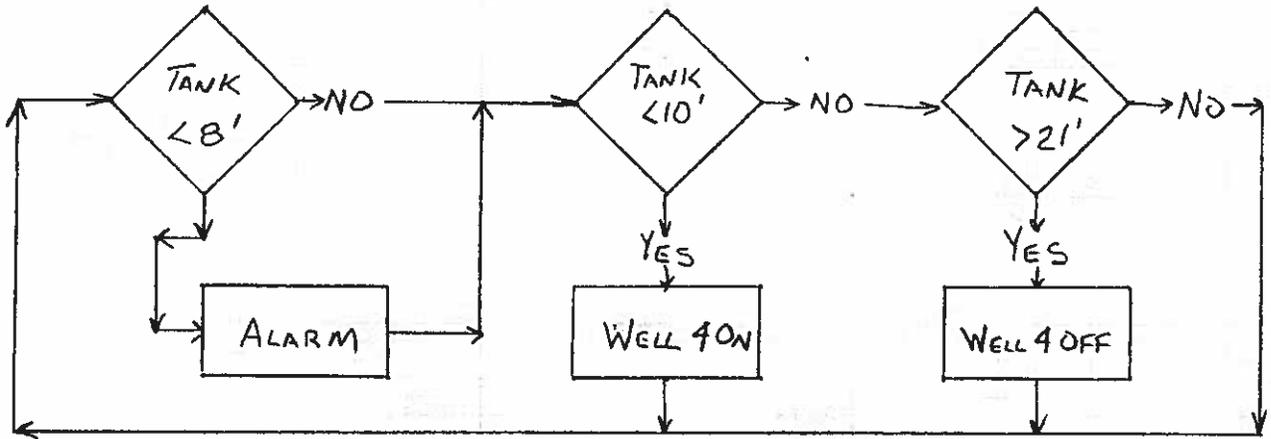


Bishop Water Rough Control Logic Sketches

CURRENT OPERATION:

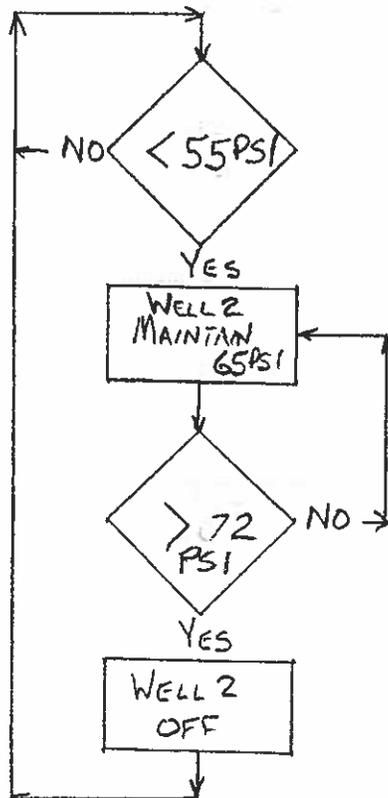
VALVES A, B, AND C MANUAL AND LOCATED ON WEST LINE STREET
 VALVES A AND C OPEN, VALVE B CLOSED

TANK / WELL 4



TANK / WELL 4

WELL 2 / SYSTEM



WELL 1 / SYSTEM

SAME AS WELL 2 BUT;

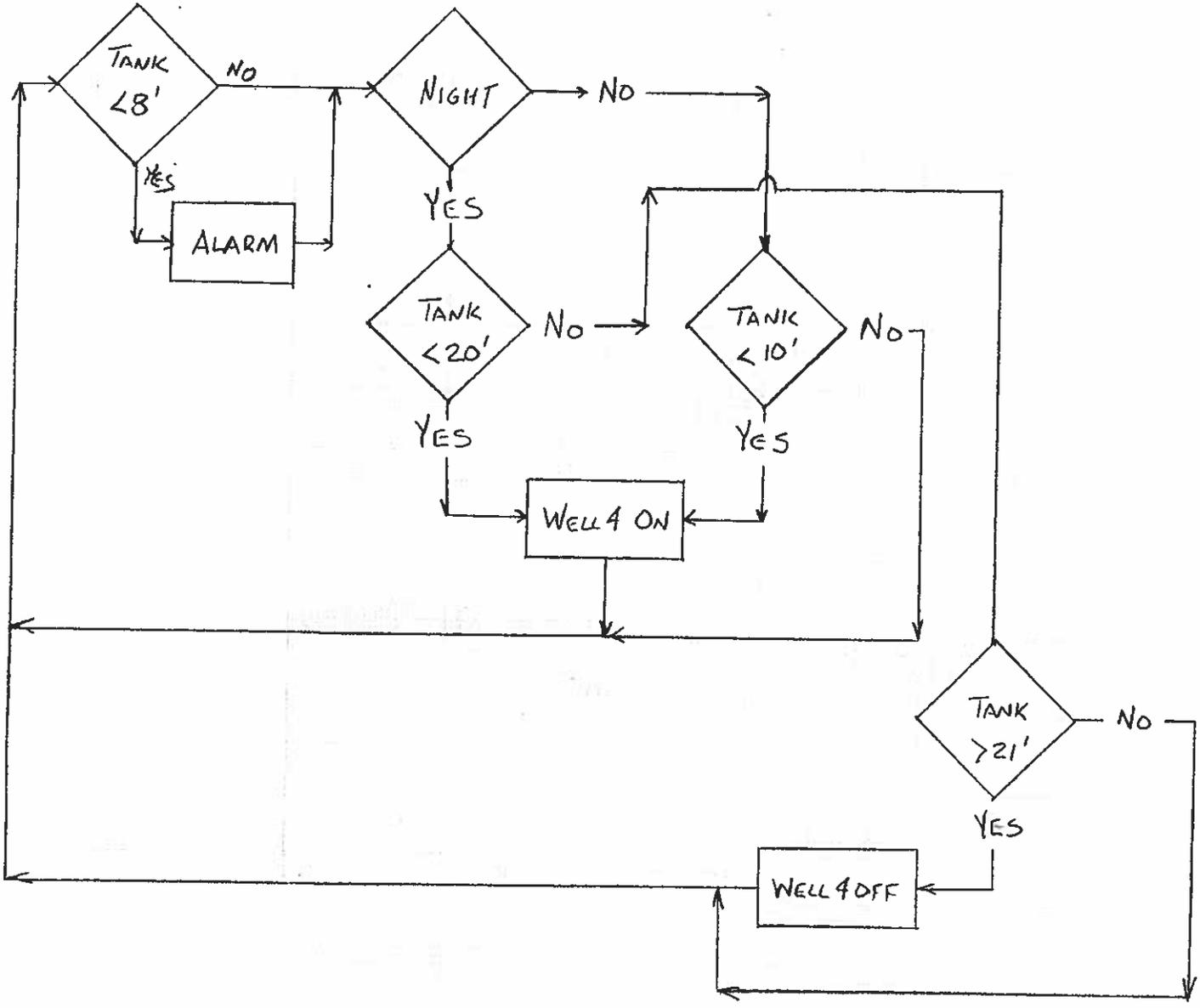
45 PSI

60 PSI

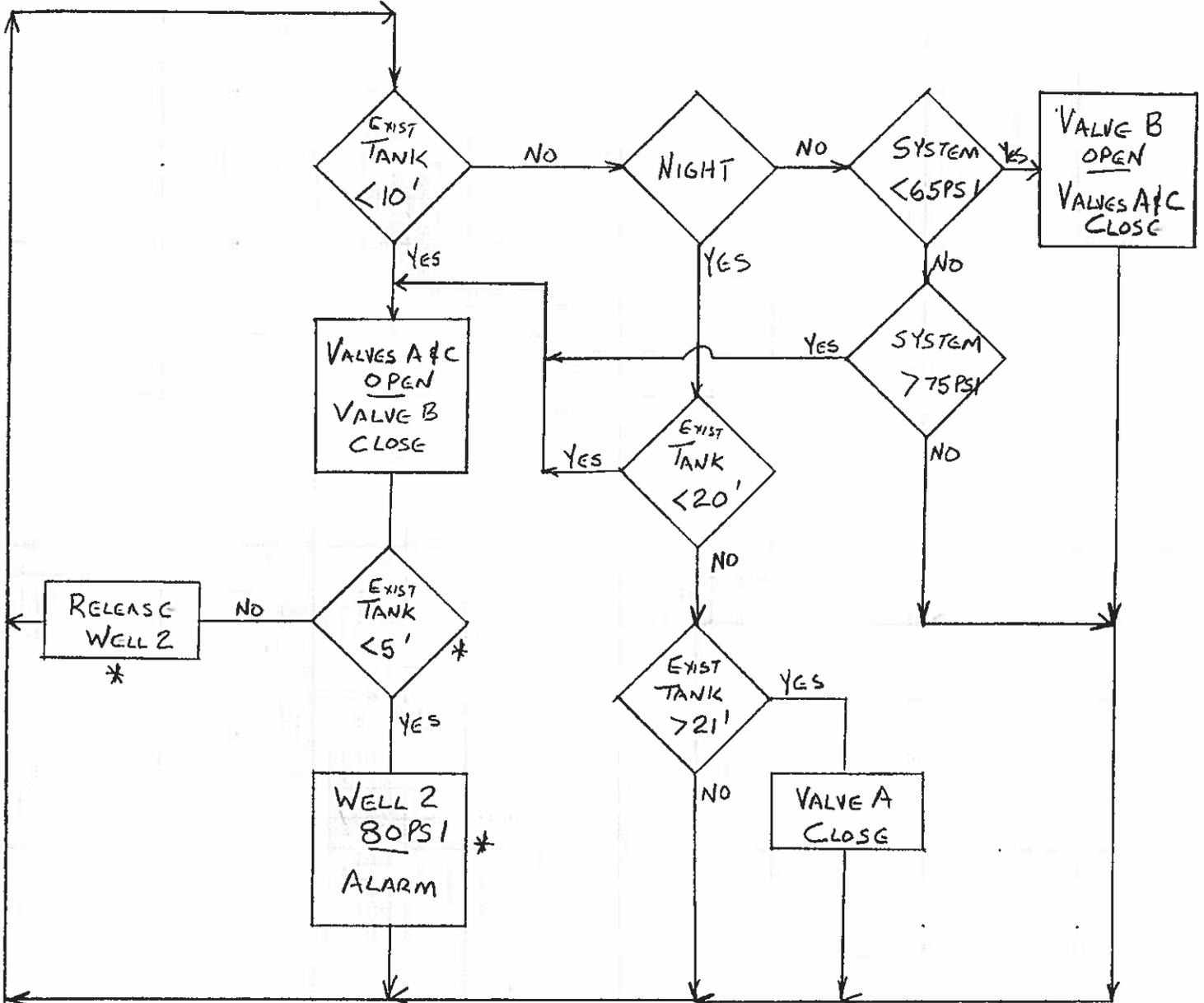
65 PSI

IMPROVED CURRENT OPERATION

VALVES, WELL 1, WELL 2 SAME AS CURRENT OPERATION



FUTURE OPERATION:
EXISTING TANK:



- WELL 4 AND FUTURE TANK AS W/IMPROVED CURRENT OPERATION"
- WELL 2 AS CURRENT OPERATION WITH * LOGIC ADDED
- WELL 1 AS CURRENT OPERATION
- VALVES A, B & C AUTOMATED AND MOVED TO TANK SITE

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **Authorize Request for Bids – Lease of Bishop Well 3 Pasture**

DATE: NOVEMBER 8, 2010

ATTACHMENT(S): Report & Recommendation from David Grah, Director of Public Works
DRAFT Request for Bids
DRAFT Lease of Well 3 Pasture

BACKGROUND / SUMMARY:

Director Grah's report provides background on the lease of Well 3 pasture.

RECOMMENDATION:

Authorize the Request for Bids for Lease of Bishop Well 3 Pasture.



To: James M. Southworth, City Administrator
From: David Grah, Director of Public Works
Subject: Release Request for Bids for Well 3 Pasture Lease
Date: 1 November 2010

General:

Public Works proposes to release a Request for Bids related to the lease of the Bishop Well 3 Pasture. Rent for the pasture will be based on the highest responsive bid received.

Background:

The city owns a 2 acre well site on Sunland Avenue shown on the attached map. The property is leased out as pasture even though it does not have a water source available. The last lease expired 1 January 2010. Since the lease expired, the lessee is continuing use of the property on a month to month basis. It is proposed to request bids for the lease of the pasture. The use would be limited to agricultural purposes. A draft Request for Bids and a draft lease is attached.

Recommendation:

Approve the release of the Request for Bids related to the lease of the Bishop Well 3 Pasture.



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
Post Office Box 1236 - Bishop, California 93515
760-873-8458 publicworks@ca-bishop.us
www.ca-bishop.us/CityofBishopPublicWorks.html

DRAFT Request For Bids

Well 3 Pasture Lease

Release: 9 November 2010

Closes: 29 November 2010

Contact: David Grah, Director of Public Works

General: The City of Bishop requests bids for the Well 3 Pasture Lease, also known as the Sunland Pasture Lease. The current rent paid for the lease is about \$650 per year. The Well 3 Pasture is 2 acres on Sunland Avenue without water and shown on the attached map. The pasture is available for agricultural purposes.

Bids shall be delivered to Bishop Public Works at City Hall at 377 West Line Street, Bishop, California 93514. Bids shall be accepted until 3 pm on the close date of this request and shall be sealed in an envelope marked "Well 3 Pasture Lease Bid". The city intends to lease the pasture to the bidder with the highest responsive bid.

Bid Requirements:

1. The bid shall be the annual amount to be paid in 2011. If the lease is executed after 1 January 2011, the actual initial payment will be prorated based on the portion of the year remaining at the time the lease is executed. The lease includes annual escalation.
2. The proposed requirements for the lease are as shown on the attached draft lease. The bid shall conform to all the provisions of the draft lease.
3. The bid shall list all the proposed specific uses of the property. The uses listed on the highest responsive bid will be included in item 2 of the lease.
4. The bid shall list the name, address, phone, and email of the bidder.



CITY OF BISHOP

377 West Line Street - Bishop, California 93514

Post Office Box 1236 - Bishop, California 93515

760-873-8458 publicworks@ca-bishop.us

www.ca-bishop.us/CityofBishopPublicWorks.html

Department of Public Works

DRAFT Lease of Well 3 Pasture

1. **Property:** The City of Bishop owns property on Sunland Avenue shown on the attached map. The property does not include surface water or other water supply.
2. **Scope:** The city hereby leases to lessee the pasture for the following agricultural purposes:
 - <This section filled in based on bid>
3. **Term:** The term of this lease is from the date the lease is fully executed through 31 December 2013 and can be extended by written mutual agreement.
4. **Rent:** Rent for 2011 shall be \$XXX <rent filled in based on bid>. Rent shall increase by 5% each year after.
5. **Payment:** Rent shall be paid before the property is used by the lessee and on each 1 January and 1 July following. Rent paid on 1 January shall be for the six month period 1 January through 30 June. Rent paid on 1 July shall be for the six month period 1 July through 31 December. The first installment of rent shall be prorated for the portion of the six months before 1 July 2010. Rent shall be paid to:

Department of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514

6. **Damages:** Lessee, hereby assumes all risk of injury or damage to persons or property from every source and lessee shall hold city and each of their directors, officers, employees and agents harmless on account of any such damage or injury, provided, however, that lessee shall not be liable to city for damage or injury to city property caused by earthquake or other so-called Acts of God.
7. **Insurance:** Prior to the beginning of and throughout the duration of lease, the lessee will maintain insurance in accordance with the following.
 - Lessee shall provide Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$250,000 per occurrence for all covered losses and no less than \$500,000 general aggregate.

- If the lessee is a firm, lessee shall provide Workers' Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.
 - Coverage shall be "pay on behalf", with defense costs payable in addition to policy limits.
 - There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another.
 - Coverage shall be applicable to City for injury to employees of lessee or to others involved in the lease.
 - The scope of coverage provided is subject to approval of City following receipt of proof of insurance as required herein.
 - Any insurance proceeds in excess of the required limits and coverage and which is applicable to a given loss will be available to City.
 - The City, including its officers, agents, and employees shall be named as additional insureds under the general and umbrella liability policies.
8. **Indemnity:** As an express and material term of this lease, lessee agrees to indemnify and hold harmless the City, its officers, employees and agents from any and all claims, demands, causes of action, losses or other liabilities for any damage, whether to person or property, whatsoever arising out of or related to the permitted use. Lessee further agrees to indemnify and hold harmless the City, its officers, employees and agents for any injury to persons or property occasioned by reason of or arising out of the acts or omissions of lessee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity under this lease.
9. **Duty to Defend:** As an express and material term of this lease, lessee agrees to defend, at its sole expense, the City, its officers, employees and agents from and against any and all claims, demands, causes of action, losses or other liabilities for any damage, whether to person or property, whatsoever arising out of or related to the lease. Lessee's duty to defend shall apply to the City, its officers, employees and agents for any injury to persons or property occasioned by reason of or arising out of the acts or omissions of the City, its officers, employees and/or agents and the acts or omissions of lessee, his/her/its agents, employees, contractors and subcontractors and/or any other person or entity involved in the lease.
10. **Legal Costs:** In the event of any controversy, claim or dispute arising out of or relating to this lease or the violation of any covenant contained herein, the prevailing party shall be entitled to receive from the losing party reasonable expenses, including attorney's fees and costs.
11. **Assignment:** This lease shall not be assigned. The pasture shall not be sublet.
12. **Security:** Lessee shall keep all gates and fences secured.
13. **Access:** Lessee shall at all times provide access to the city to move equipment to the monitoring well site and other locations on the property.

14. **Improvements:** Lessee shall install, if needed, and maintain, a perimeter fence around pasture. All such improvements shall become the property of the city at the termination of the lease.

15. **Debris:** Lessee shall keep pasture free of debris.

16. **Termination:** Lessor may at any time and without cause, terminate this lease by giving lessee 30 days written notice. If this Lease is cancelled pursuant to this provision, lessor shall refund to Lessee rent paid in advance by Lessee, on a monthly prorated basis, which is attributed to that portion of the unexpired Lease period for which such advance rent has been paid.

Agreed to by:

City:

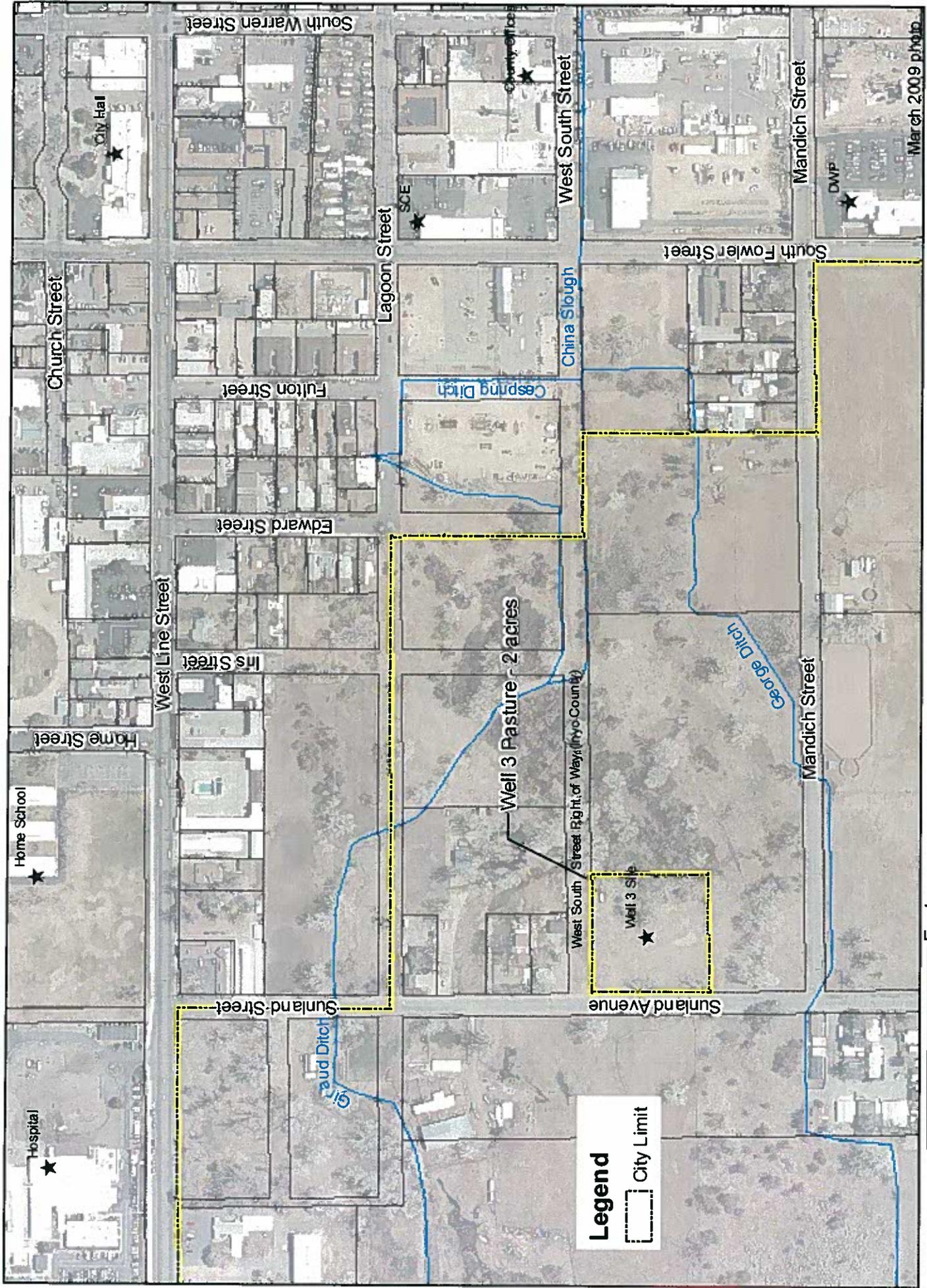
Lessee:

James M. Southworth
City Administrator

Date

Name:
Title:

Date



Bishop Well 3 Pasture Map

TO: CITY COUNCIL

FROM: JAMES M. SOUTHWORTH, CITY ADMINISTRATOR 

SUBJECT: **Authorize Request to Waive Bid Process - DUI Enforcement Trailer**

DATE: NOVEMBER 8, 2010

ATTACHMENT(S): Report & Recommendation from Chris Carter, Interim Police Chief
ProPac Proposal & Details for DUI Checkpoint Enforcement Trailer

BACKGROUND / SUMMARY:

Chief Carter's report provides details for this grant funded DUI Checkpoint Enforcement Trailer.

RECOMMENDATION:

Review report and consider request to waive the bid process to purchase the DUI Checkpoint Enforcement Trailer, not to exceed \$26,000.



BISHOP POLICE DEPARTMENT

207 W. Line St.
Bishop, CA 93514
760-873-5866

To: Bishop City Council via Mr. Jim Southworth- City Administrator

From: Chris Carter- Interim Chief of Police

A handwritten signature in black ink, appearing to be "Chris Carter", written over the printed name.

Date: October 28, 2010

Subject: Request to Waive Bid Process for Purchase

In accordance with Section 3.24.200 of the Bishop Municipal Code, I am requesting an exception to the Open Market/Bidding Procedure for the purchase of a custom built, D.U.I. Enforcement Trailer and related equipment from ProPac Incorporated, in an amount not to exceed \$26,000.00 These items are being purchased utilizing Grant funds from the State of California, Office of Traffic Safety Grant.

Research has indicated that ProPac is the most appropriate and economical source from which to purchase this item as they specialize in custom built trailers manufactured specifically for D.U.I. Enforcement and can not only build the trailer, but are also able to provide the related equipment and supplies necessary to operate a D.U.I. Enforcement checkpoint. This relieves the Department of the burden of having to seek multiple vendors for these items and place multiple orders. Additionally, the trailer would be delivered fully ready for deployment and would expedite our ability to conduct the mandatory activities related to the grant funding.

Please note the attached information regarding ProPac Inc., a breakdown of necessary items and estimated costs. I am available at your convenience should you have questions or wish to further discuss this issue.



ProPac, Inc
2390 Air Park Road
North Charleston, SC 29406 USA
(843) 308-0994 • 1-800-345-3036
Fax: (843) 308-0995 • 1-888-877-6722
E-mail: propac@propacusa.com
www.ProPacUSA.com

Off. Jared Waasdorp
Bishop Police Department
207 West Line St.
Bishop, CA 93514

Officer Waasdorp,

Thank you for choosing ProPac to fulfill your trailer needs. Regarding the D.U.I. Checkpoint Trailer you recently inquired about, we would be happy to provide you with everything you need in order to have a completely prepared and fully stocked D.U.I. Checkpoint Trailer.

While there are a lot of companies that can build a trailer, we may be the only company which will provide the total package: a quality enclosed trailer, built to your desired specifications, provide the graphics you would need to convey the mission purpose of the trailer and stock it with the supplies you would need to complete that mission.

Thank you again for your interest and we look forward to working with you on this project. Should you have any questions or concerns please don't hesitate to contact me.

Best Regards

John G. Dorton

Customer service/Sales
ProPac, Inc.
2390 Air park Rd,
North Charleston, S.C. 29406.
(800)345-3036 ext. 215
(888)877-6722
jdorton@propacusa.com



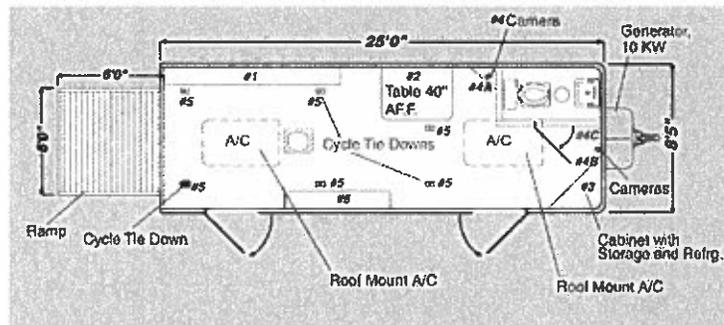
Know us before you need us™

EMERGENCY RESPONSE TRAILERS

[Law Enforcement Trailers](#) > Sobriety Checkpoint Trailers

The ProPac Sobriety Check Point Trailers

Provides everything you need to set up a mobile facility.



The unit provides you with nearly 200 sq. ft. of unobstructed interior space, allowing field tests to be conducted indoors—out of the weather and adverse elements.

As with our entire line of incident response trailers, the ProPac Sobriety Check Point Trailer can be customized to meet your department's needs. Email your request or call us at 1-800-345-3036.

Primary Features as shown

- Fully enclosed aluminum sided trailer
- 25' Length x 8.5' Width
- Interior ceiling height of 7'
- Rubber interior flooring
- Interior 12 volt and 110 volt
- Exterior lights: (4) 110 volt 500 watt, recessed
- Exterior pole lights (2), mount on front of trailer
- Amber arrow stick mount light over rear ramp door
- Two 48" exterior side doors
- Rear loading ramp
- Item #1 storage area for road side folding signs
- Item #2 folding table with electrical outlet for Breathalyzer and print
- Item #3 small cabinet with refrigerator
- Item #4 closed circuit camera system
 - #4A camera with view of table
 - #4B camera with view of complete rear of trailer
 - #4C DVR with A/B selector
- Item #5 motorcycle tie downs
- Item #6 storage cabinets
- Twin roof mounted A/C units and a manual roof vent
- Equipment included
 - Complete folding traffic sign package
 - Quantity of 75 traffic cones, 28" ht.
 - Quantity of 6 emergency vests

Custom fitted crime scene trailers all in one unit.

We have been responding quickly to your needs for more than 19 years. ProPac keeps you ready.

**BISHOP POLICE DEPT.
DUI TRAILER OFFER**

PREPARED FOR; J. WAASDORP

28 SEPT 2010

DESCRIPTION	QTY	
ENCLOSED UTILITY TRAILER 8.5x26, EL8526TA4	1	
ADDITIONAL HEIGHT 12" / LIN FT	26	
102" WIDE BODY DESIGN	1	
60" TRIPLE TUBE TONGUE	1	
RECESSED WALL MOUNT 2,000 LB D-RING TIE DOWN	1	
SURFACE WALL MOUNT TWO PART D-RING TIEDOWN	4	
REMOVABLE FOLD UP COUNTER TOP (EXTERIOR)	3	
OVERHEAD CABINET	2	
WHITE ALUMINUM COUNTER TOP (INTERIOR MOUNT)	8	
12V FANTASTIC FAN ROOF VENT	1	
SAND PAD ON TONGUE JACK	1	
DELUXE SCISSOR JACKS WITH HAND CRANK	1	
SPARE TIRE MOUNT (INTERIOR)	1	
SPARE TIRE, ST235/85R16/D	1	
500 WATT RECESSED QUARTZ LIGHT WITH HOUSING	2	
110-VOLT RACER PKG WITH SWING OUT QUARTZ LIGHTS	1	
UPGD 50 AMP PANEL	1	
110-VOLT INTERIOR WALL RECEPT (2 GANG)	6	
UPGD MOTORBASE WITH CORD	1	
GFI WALL RECEPT (INTERIOR, EXTERIOR; 2 GANG)	1	
15K BTU PENQUIN HEAT PUMP	2	
110-VOLT INTERIOR WALL SWITCH	3	
GENERATOR READY PKG	1	
7,000-WATT ONAN GENERATOR	1	
18 GALLON FUEL CELL; BELOW FLOOR	1	
BEAD BOARD INSULATION, LIN FT	26	
.030 WHITE ALUMINUM LINER, LIN FT	26	
GRAY MARBLE VINYL FLOOR LINER, LIN FT	21	
RTP FLOORING	13	
18' 8500 SERIES AWNING	1	
TOTAL COST OF TRAILER		\$24,843.00
TRANSPORT, 567 MILES		\$708.75
TOTAL FOR DELIVERED TRAILER		\$25,551.75

ProPac

2390 Air Park Rd; Charleston, SC 29406

800-345-3036 Fax 888-877-6722

www.propacusa.com propac@propacusa.com