



CITY OF BISHOP

STUDY SESSION AGENDA

Council Chambers - 301 West Line Street - Bishop, California

NOTICES 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. (28CFR 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. Government Code § 54957.5(b)(1). Copies will also be provided at the appropriate meeting.

Members of the public desiring to speak on a matter appearing on the agenda should ask the Mayor for the opportunity to be heard when the item comes up for Council consideration. NOTE: Comments for all agenda items are limited to a speaking time of three minutes.

MONDAY, FEBRUARY 27, 2012

4:00 p.m.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT - NOTICE TO THE PUBLIC: This time is set aside to receive public comment on matters not calendared on the agenda. When recognized by the Mayor, please state your name and address for the record and please limit your comments to three minutes. Under California law the City Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the City Council may briefly respond to comments or questions from members of the public. Therefore, the City Council will listen to all public comment but will not generally discuss the matter or take action on it.

SCHEDULED DISCUSSION

1. Quarterly citizen award nominations
2. CDBG Grant Opportunities
3. Current 7:00 p.m. agenda items
4. Future agenda items

DEPARTMENT HEAD REPORTS

1. Fire Chief Ray Seguire
2. Police Chief Chris Carter
3. Public Works Director/City Engineer Dave Grah
4. City Administrator / Community Services Director Keith Caldwell

DISCUSSION

1. Councilmember Jim Ellis
2. Councilmember Susan Cullen
3. Councilmember Jeff Griffiths
4. Mayor Pro Tem Dave Stottlemeyre
5. Mayor Laura Smith

ADJOURNMENT – To City Council meeting scheduled at 7:00 p.m. in the City Council Chambers.

AGENDA PLANNING FOR UPCOMING MEETINGS

MON – MARCH 12, 2012 MEETINGS

10:00 AM – BISHOP UNION HIGH SCHOOL AUDITORIUM

- Recognition – BUHS athlete

7:00 PM

- Recognition – BUHS athlete
- Reorganization 2012
- Adoption of final budget for fiscal year 2011-2012 and amendments to preliminary budget for fiscal year 2012-2013.
- Public hearing Fees and Charges 2012-2013
- Warren Street Improvement Project – Consideration to approve the consultant contract for the project
- Ordinance for amending and/or adding new fees – Introduction/First Reading.
- Public Hearing – Initial Study and Negative Declaration RJG Plaza signage– 174 S. Main St.
- Negative Declaration – RJG Plaza signage – 174 S. Main St.
- Public Hearing – Initial Study and Negative Declaration City Dog Park
- Negative Declaration – City Dog Park
- Closed Session - Negotiations

MON – MARCH 26, 2012 MEETINGS

4:00 PM

7:00 PM

- Quarterly Citizen Award – 1st Quarter
- Ordinance for Amending and/or adding new fees – Adoption
- Resolution adopting Fees and Charges
- Public Hearing – Cross Fit Gym set aside commercial parking requirements – 162 Willow
- Negative Declaration – Cross Fit Gym – set aside commercial parking requirements – 162 Willow
- Water Storage Tank Project – Work Order 4
- Approve sewer trunk consultant contract
- Closed Session - Negotiations

MON – APRIL 9, 2012 MEETINGS

4:00 PM

- Effects of election consolidation on annual reorganization

7:00 PM

MON – APRIL 23, 2012 MEETINGS

4:00 PM

7:00 PM

2/23/2012 8:31 AM

MON – MAY 14, 2012 MEETINGS

4:00 PM

7:00 PM

TUES, MAY 29, 2012 MEETINGS

4:00 PM

7:00 PM



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

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

NOTICES 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. (28CFR 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. Government Code § 54957.5(b)(1). Copies will also be provided at the appropriate meeting.

Members of the public desiring to speak on a matter appearing on the agenda should ask the Mayor for the opportunity to be heard when the item comes up for Council consideration. NOTE: Comments for all agenda items are limited to a speaking time of three minutes.

MONDAY, FEBRUARY 27, 2012

7:00 P.M.

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. When recognized by the Mayor, please state your name and address for the record and please limit your comments to three minutes. Under California law the City Council is prohibited from generally discussing or taking action on items not included in the agenda; however, the City Council may briefly respond to comments or questions from members of the public. Therefore, the City Council will listen to all public comment but will not generally discuss the matter or take action on it.

DEPARTMENT HEAD REPORTS

- (1) Updates on department activities will be given by the Department Heads
- A. Fire Chief Ray Seguine
 - B. Police Chief Chris Carter
 - C. Public Works Director/City Engineer Dave Grah
 - D. City Administrator/Community Services Director Keith Caldwell

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

(2)

FOR APPROVAL/FILING

Reports

- (a) Personnel Status Change Report

FOR INFORMATION/FILING

Agendas

- (b) Parks and Recreation – 2/22/12

- (c) Planning Commission – 2/28/12

Minutes

- (d) Parks and Recreation Commission – 1/25/12

NEW BUSINESS

- (3) CHAMBER OF COMMERCE UPDATE – An update will be provided by Chamber Executive Director Tawni Thomson.
- (4) CITY AUDITORIUM SIDEWALK PROJECT – Consideration to approve the request to advertise the project – Public Works Department.
- (5) CITY PERSONNEL HIRING FREEZE – Consideration to take action taken to continue the personnel hiring freeze – Administration.

COUNCIL AND COMMITTEE REPORTS

CLOSED SESSION

- (6) CONFERENCE WITH LABOR NEGOTIATOR Keith Caldwell, City Administrator, pursuant to Government Code § 54957.6(a) – Bishop Employees Association, Bishop Police Officers Association, Mid-Management, Management.

ADJOURNMENT

Monday, March 12, 2012 – 10:00 a.m. Special Meeting - Study Session at Bishop Union High School

Monday, March 12, 2012 – There will not be a Study Session at 4:00 p.m.

Monday, March 12, 2012 - 7:00 p.m. Regular Meeting – Council Chambers

Monday, March 26, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers

Monday, April 9, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers

Monday, April 23, 2012 - 4:00 p.m. Study Session / 7:00 p.m. Regular Meeting – Council Chambers

TO: CITY COUNCIL
FROM: KEITH CALDWELL, INTERIM CITY ADMINISTRATOR
SUBJECT: DEPARTMENT HEAD UPDATES
DATE: FEBRUARY 27, 2012

KSC

BACKGROUND/SUMMARY:

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

RECOMMENDATION:

Hear the reports.

TO: City Council

SUBJECT: CONSENT CALENDAR - PERSONNEL STATUS CHANGE REPORT

DATE: February 27, 2012

The following personnel items have been submitted for action at this meeting:

POLICE DEPARTMENT

- (a) Transfer - Communications Operator Step 4 to
Police Services Technician Step 4
No change in monthly salary
Coffman, Kathryn 2/16/12

- (b) Reinstatement to Full Time Communications Operator Step 2
\$15.25/hourly to \$3,734.00/monthly
Lawrence, Molly 2/16/12

AGENDA
(Amended)

CITY OF BISHOP
PARKS AND RECREATION
COMMISSION MEETING

February 22, 2012 at 5:15 p.m.
City Council Chambers
301 W. Line St., Bishop, California

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

The Minutes of January 25, 2012, Parks and Recreation
Commission Meeting

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

OLD BUSINESS

1. Dog Park Negative Declarations
2. Pool Lift/ Mower Bids

NEW BUSINESS

1. Proposed Athletic Fields update

STAFF REPORT

1. Programs Update
2. Facilities Update

NEW BUSINESS
ITEMS FROM THE
COMMISSION

ADJOURNMENT

Meeting is scheduled to adjourn until Wednesday, March 28,
2012 at 5:15 in the City Council Chambers.

City of Bishop
PLANNING COMMISSION MEETING AGENDA
City Council Chambers – 301 West Line Street
Bishop, California 93514

DATE:

February 28, 2012
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.

CALL TO ORDER

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.

APPROVAL OF MINUTES

- (1) Minutes of the Planning Commission meeting held on January 31, 2012 subject for approval.

CORRESPONDENCE

PUBLIC HEARING: If anyone wishes to appeal any decisions by the Planning Commission, they can do so by writing to the City Council within 5 days of the meeting.

NEW BUSINESS

- (2) Auditorium Sidewalk Width

STAFF AND COMMISSION REPORTS

ADJOURNMENT: The next regularly scheduled meeting of the Planning Commission will be March 27, 2012 at 7:00 P.M. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

CITY OF BISHOP

Parks and Recreation Commission Minutes

January 25, 2012

CALL TO ORDER: The Parks and Recreation Commission met on January 25, 2012 the meeting was called to order at 5:15 pm in the City Council Chambers, 301 W. Line St. Bishop, CA. (originally adjourned to January 18th, changed back prior to public notification)

PLEDGE OF ALLEGIANCE

COMMISSIONERS Cheryl McDermott-Stanford, Kellie Hallenbeck, John Weatherford and Lee Cox

**COMMISSIONERS
ABSENT:**

OTHERS PRESENT: Community Services Director, Keith Caldwell, Karey Poole, Recording Secretary, Dan McElroy, Parks Supervisor, and Waylon Cleland, Parks Facility Maintenance

**APPROVAL OF
MINUTES:** Motion made by Commissioner Cox to approve the minutes for December 7, 2011. 2nd by Commissioner McDermott, approved unanimously.

PUBLIC COMMENT:

CORRESPONDENCE:

OLD BUSINESS: Trevor Murphy – Skating Rink proposal
Trevor returned at the request of the Commissioners. Commissioner Hallenbeck said she did some research regarding past requests for the same type of proposal. However no one returned most in part because it is quite a process. Commissioner Hallenbeck asked if Trevor, will assistance from his parent, was ready to spearhead such a project for the development of a rink. They were. Keith said he would work with the Murphy Family in regards to details they will need to put together.

RC Track –

Keith shared that regardless of all the group had put into the development of the track, response from the community has made them decide to pull out of the project. It is a long process and at times frustrating. He appreciates all the hard work they put into this and appreciates Sam Vargas being in attendance today. Sam shared that they were grateful to

be given the chance, however, they didn't expect so much opposition. Even though all community members were invited to go to the Fair Grounds where the current track sits, and experience it all to see how noisy the cars were and the amount of dust, no one came out. The groups goal was family and community oriented, they meant no inconvenience to others. Maybe down the road, they may try again. But for right now the Fairgrounds has given them a home.

Dog Park-

Waylon shared that the group met a few weeks ago. They expect to need approximately \$9,000 for Phase 1. They have submitted the required paperwork to Gary Schley for the EIR and are awaiting a response from him. Commissioner Hallenbeck asked about the donated fencing. Waylon said it is still there and blocked for the Dog Park. Commissioner Weatherford asked if they were still looking at making that area smaller. Waylon said it was decided to leave it the size it was, they are working out details for the irrigation for the designated area.

NEW BUSINESS:

Request for two Commissioners for interview panel-

As Commissioner Simpsons chair comes up for reappointment, Denise is in need of two Commissioners to volunteer to sit on the panel for interviews in February. Commissioners Cox and Hallenbeck will attend.

BUHS Collaboration-

Jim Tatum, representing BUHS, talked with the Commissioners about some collaboration to create some sports fields on the back section of the park near Hanby Street. He stated that currently they are land locked at the school, but knows the community needs more fields. Creating these fields will spread the usage and create better rotation of the fields to keep them healthier during the seasons of use. The School District is offering to put out the time and materials to build these fields, they are just looking for guidance on necessary requirements for the park and space. They are ready to begin documents for an EIR, but do have some concerns regarding issues with Community Members who did not what that particular soil disturbed. Keith requested permission from the Commission to move forward with the project plan and budget to present to the Council. They agreed.

STAFF REPORT:

Programs –

Basketball-

Currently in mid season and is going very well. Steve Thomas has been the coordinator for the games.

Volleyball-

Currently in mid season for open gym. League play is set to begin February 16th.

Tennis-

The socials have been very successful with only two Saturdays left.

Kids Night Out-

The December Kids Nights were very popular and the children were asking for more. Staff is currently looking into creating a program with themes and coordination with other local entities. They will be looking for a coordinator to work these and are looking at having them once a month.

Senior Programs-

Waylon has been talking with the Senior center to try to create programs they can be involved in such as walking classes and the community garden.

Seasonal Park positions-

It is time to gear up for the upcoming season. Applications will be available next month.

Waylon finished by talking about the upcoming Eggstravaganza and the refurbishing of the diving board. He shared that the Program Guide is out and available online with sponsorships totaling \$1200 to help pay for the booklet.

Facilities-

Dan shared that bid requests will be put together pending approval from Council. The department is looking at a required purchase of an ADA Pool Lift, and are in need of a new lawn mower. He also talked about the current sewer improvement project, it will be ready for seed in about a week. He shared some of the requested improvements to the hallways for the courts and benches purchased with a grant that will be dispersed amongst the park system. Public Works is looking at sidewalk repairs along side the Auditorium. And staff is preparing for the upcoming ski program season beginning this week.

ITEMS FROM THE COMMISSION:

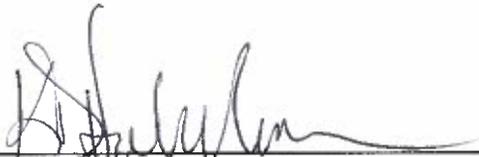
Commissioner Weatherford asked, with all the changes and field proposal, is there a plan to look into restrooms. Keith said yes, it will have to be provided. Commissioner Weatherford suggested looking into those already prefabricated.

Commissioner McDermott asked if there were funds available for some type of Kiosk outside the auditorium. Staff said they would look into it and see what they could come up with.

Commissioner Hallenbeck again asked about a shade for the playground structure and if the community garden group was going to do a cleanup. She also asked if they were going to look into fencing. She also noted that the website was not up to date. Karey said she would get with Michele on that and get that taken care of right away.

ADJOURNMENT

The meeting adjourned at 6:02pm to reconvene Wednesday, February 22, 2012 at 5:15pm in the City Council Chambers.



Kellie Hallenbeck, Chair

ATTEST: 

Karey Poole, Comm. Serv. Secretary

TO: CITY COUNCIL
FROM: KEITH CALDWELL, CITY ADMINISTRATOR
SUBJECT: CHAMBER OF COMMERCE UPDATE
DATE: FEBRUARY 27, 2012

KSC

BACKGROUND/SUMMARY

Executive Director Tawni Thomson will present an update on Bishop Chamber of Commerce activities.

RECOMMENDATION

Hear the report.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: Request to Advertise for Bids – Auditorium Sidewalk Project

DATE: FEBRUARY 27, 2012

Attachments: Staff Memo

BACKGROUND/SUMMARY

In 2007, the City received \$400,000 Proposition 1B monies from the State for road improvement projects. To date the City has spent \$270,000. The remaining funds, \$130,000 must be used by July 1, 2012 or else returned to the State.

A sidewalk project has been identified, a concept developed and plans are moving forward. All funds for this project are Proposition 1B funds. No monies from the City's General Fund will be expended.

RECOMMENDATION

City Council consideration to approve advertisement of the Auditorium Sidewalk Project for construction bids and authorize necessary budget adjustments.



To: Keith Caldwell, City Administrator
From: David Grah, Director of Public Works
Subject: Advertise the Auditorium Sidewalk Project for Bids
Date: 22 February 2012
Previous: None
Funding: Proposition 1B

General:

Public Works is ready to advertise the Auditorium Sidewalk project for construction bids.

Background:

As a result of Proposition 1B, the City of Bishop received \$400,000 from the state in 2007 to be used for road improvement projects. This funding has mostly been used to cover funding shortages on other street projects. It has been used this way starting with the Mac Iver Street Extension project and extending through Road Improvement Project A. Of the original amount, about \$130,000 is remaining. We have learned that any Proposition 1B funds not spent before 1 July 2012 will have to be returned to the state.

To spend the money before 1 July, a worthy-but-easy-to-deliver project had to be identified. The project had to be non-controversial and had to not require a lengthy environmental process. With increased use of the City Auditorium and with deteriorated curb and sidewalk there that doesn't meet requirements for disabled persons, the replacement of curb, gutter, and sidewalk on the east side of the block of North Fowler between Line and Church was identified as a candidate project. Since the city owns the adjacent property and since there are no known environmental issues, the project met the non-controversial and short environmental process criteria. As a result, the Auditorium Sidewalk project was selected as the project to use the remaining Proposition 1B funds.

With support and advice from the Bishop Tree Committee, the project concept was developed and plans are now almost complete. The project improvements include overhead utility relocation, curb, gutter, sidewalk, a curb ramp, tree removal, tree replacement, preserving most other landscaping, and a bench and wall. The project will probably use colored concrete assuming acceptable colors can be agreed upon and assuming funds are adequate. The project is expected to be ready to advertise as early as Tuesday, 28 February.

Costs are expected to be as follows:

Item	Cost
Construction Contract	\$50,000
Utility Relocation	\$30,000
Trees and Irrigation	\$3,000
Design	\$15,000
Construction Administration and Testing	\$25,000
Total	\$123,000

To avoid any negative impact to the General Fund, it is important the total cost of the project is less than the Proposition 1B funds remaining. The total cost listed above should provide a prudent cushion between project costs and funds available. Any funds not used by this project are expected to be used for staff and other costs on street projects or on other street work. It is expected that no Proposition 1B funds will have to be returned to the state.

Tree removal is expected to be by city staff and is expected to be completed this week.

Since the deadline to expend Proposition 1B funds was not realized when the budget for the 2011/2012 and 2012/2013 fiscal years was developed, the budget needs to be updated to reflect the expenditure of the remaining \$130,000 funds this 2011/2012 fiscal year on this project with no expenditures in the 2012/2013 or later fiscal years. All expenditures are Capital Improvements, line item 001-024-56027.

The schedule for the project is proposed to be:

Advertise	28 February
Open Bids	28 March
Award Contract	9 April
Start Construction	9 May
Finish Construction	6 June

It is possible that resolving remaining details of the design, including the detail of concrete color and other considerations, could require the schedule be adjusted.

Recommendation:

That the City Council approve the advertisement of the Auditorium Sidewalk project for construction bids and authorize the necessary budget adjustments.

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR

SUBJECT: UPDATE HIRING FREEZE

DATE: FEBRUARY 27, 2012

KSC

BACKGROUND/SUMMARY

In 2004, the City Council implemented a hiring freeze based on conservative financial projections. Staff had explained that such a freeze did not mean there would be a cut in program or service levels, but it added the review for administrative and legislative approval for any hiring. This hiring freeze has now expired.

RECOMMENDATION

Consider the recommendation of staff to take action to continue the hiring freeze for the remainder of fiscal year 2011-2012, and fiscal years 2012-2013, 2013-2014.