



# CITY OF BISHOP

## WATER AND SEWER COMMISSION SPECIAL MEETING AGENDA

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

Date: June 3, 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: 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 Water and Sewer Commission meeting held on March 9, 2010 subject for approval.

### CORRESPONDENCE

### NEW BUSINESS

- (2) Power point presentation given by Ed Morris of the Bishop Nursery on water conservation through irrigation
- (3) Rebate information for low-flow fixtures and irrigation improvements
- (4) Water meters in Bishop

### OLD BUSINESS

- (5) Response to water wasting
- (6) Meter Readings
- (7) Cash balance and revenue & expenditures update on water and sewer reserves
- (8) Public Works reports March and April

### STAFF AND COMMISSION REPORTS

**ADJOURNMENT:** The next regularly scheduled meeting will be July 13, 2010 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.



# 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

## Minutes

### Water and Sewer Commission

March 9, 2010

#### Call To Order:

Chairman Cross called the meeting to order at 7:04 P.M.

#### Pledge of Allegiance:

The Pledge of Allegiance was led by Chairman Cross

#### Commissioners Present:

Cross, Mathieu, Bhakta and Underhill

#### Commissioners Absent:

Martin (excused)

#### Others Present:

Dave Grah, Public Works Director

Deston Dishion, Public Works Superintendent

Michele Thomas, Secretary

Ed Morris, Bishop Nursery

#### Public Comment:

Ed Morris from the Bishop Nursery asked to be on the agenda for the next meeting to talk about water conservation. He recently passed a water conservation management course and by the end of the month, will be a certified irrigation auditor. Ed would like to share a power point presentation with the commission regarding proper irrigation practices.

#### (1) Approval of the Minutes:

Commissioner Underhill moved to approve the minutes of the January 12, 2010 meeting as written and motion carried.

#### Correspondence

None

#### New Business:

#### (2) News Release draft regarding meters

Grah asked the commission to review the news release draft before it is sent to the local news agencies. The release focuses on the efforts the department is working towards to install meters

in all categories we use to bill for water and sewer. At the present time, there are 22 categories. Bhakta questioned how properties would be charged if they currently have more than one meter installed when we do go to charging by meters. Dishion explained that the crew is working on getting properties to only have one meter, and this will be done at City cost for the current effort. Cross commented that in Mammoth, properties usually have more than one meter. It is common for there to be an irrigation meter and a residential use meter. Mammoth condo projects will usually have more than one meter depending on size. The meters are charged different base rates according to the type of meter.

### **(3) Charging water and sewer connection fees**

The City Council passed and adopted fees for the 2010/2011 fiscal year fee schedule. The original calculations for the fees came from the value of the system divided by the number of customers. The system values were developed for the recent rate study and resulted in a \$4,975.35 per EDU fee for water and a \$4,792.51 per EDU fee for sewer. The Council felt the fees developed originally were too high and set the fees at \$2,000 per EDU for both water and for sewer. Grah does not feel there are any properties at this time that would be charged this fee. Most of all developable properties in City limits already have connections for water and sewer. Although, there are property owners who state they do not use the service and would like to have it disconnected rather than being charged the monthly fee for one EDU and this could pertain to these customers. There probably would need to be an additional provision added to the City's Municipal Code to allow a property to be disconnected from the system. The current code is silent on this information. Grah stated he would bring to Council the need to update the City Municipal Code to clarify the present code regarding the new fees for customers choosing to disconnect from the system.

### **(4) Elections**

Chairman Cross turned the nominations over to the Dave Grah, Director of Public Works. A call for nominations for the position of chairman was made. Commissioner Mathieu nominated Forrest Cross. No further nominations were received. A motion to close the nominations for chairman was made by Commissioner Underhill and passed unanimously.

A roll call vote was taken for the election of Forrest Cross for Chairman. Ayes: Mathieu, Cross, Bhakta, Underhill. Forrest Cross will serve a one-year term as Chairman.

Re-elected Chairman Cross opened nominations for the position of Vice-Chairman and Commissioner Bhakta nominated Cheryl Underhill. No further nominations were received. A motion to close the nominations for Vice Chairman was made by Chairman Cross and passed unanimously.

A roll call vote was taken for the election of Cheryl Underhill for Vice-Chairman. Ayes: Mathieu, Bhakta, Cross, Underhill. Cheryl Underhill will serve a one-year term as Vice-Chairman.

### **Old Business:**

### **(5) Information regarding water wasters from other cities**

Thomas explained that three different cities in California were contacted regarding their policies on water wasters. The City of Brisbane does not seem to have issues due to their high priced water and volume based charges; most try to conserve. The City of Mount Shasta has a code ordinance including penalties. They have an enforcement officer who goes around and speaks personally to anyone displaying poor water usage in violation to their code and this usually stops most water wasting. At the beginning of spring, the officer will place door hangers on properties as a reminder on conserving water. The Town of Mammoth Lakes also makes personal contact usually by phone. They keep a log of any person or business contacted and if they are found wasting water again, a written warning is sent to the owner and the tenant if applicable. After two written warnings, the district may turn off the water to the property, usually to the irrigation portion. If there is not a separate water meter for the irrigation, the customer may install one or have a flow restrictor placed on the properties meter. There are fines in addition to the water being turned off and the flow restrictors being in place. Mammoth also offers rebates for installing low flush toilets, water saving appliances and weather-based “smart” irrigation controllers and irrigation tune ups.

At the present time, the City of Bishop sends out a letter when we are informed of a person or business wasting water explaining the importance of conserving water. About 10% of those contacted respond.

Cross asked if the capability to charge penalties has been brought up to City Council. Grah said that it has not, and we are first going to try making the personal contact with the property owner and document each time we witness or are informed of water wasting. There is nothing in the code about charging penalties to those who waste water at this time. Our city code states “No person shall permit the unnecessary waste of water or permit the same to run unnecessarily on any public street or alley or vacant lot.” Grah would like to go this route of making personal contact for about a year to see how efficiently it works before adding penalties to the current code. There was extensive discussion of this topic.

Bhakta asked about the City offering rebates for installing water saving devices in homes and businesses. Bhakta feels there are many hotels in our area that have leaking toilets and would possibly be interested in installing new low flush toilets if there were rebates to assist them. Grah stated we would research the rebate program Mammoth is giving out to their customers and bring information to the next commission meeting.

Cross asked about the regulations for any permits obtained with the City in regards to using low flow fixtures. Grah stated we use the California Building Code and Plumbing Code regulations. Grah will speak to Gary Schley, City Building Inspector, regarding our requirements. Grah also stated he will speak to the City Council about their feelings towards low flow fixtures being required when new construction or remodeling is done.

#### **(6) Meter Readings**

The Public Works Department is in the process of installing eighteen new water meters in city limits. The meters cost approximately \$100 but can be as expensive as \$5,000 depending on waterline size. The water meters are currently being used for informational purposes only.

**(7) Cash balance and revenue & expenditures update on water and sewer reserves**

Starting in July, the Public Works Department will keep a record of capital and non capital funds. An amount equal to six month of non capital expenditures will be put into the non capital fund for both water and sewer. The amount will initially be based on expenditures anticipated in the 2008 fee study and should be adjusted as necessary in future years. The remaining balance will be put in the capital fund. Non capital is related to operational and maintenance and capital is replacements and projects.

Sewer balance is higher this year compared to last year. Currently, the Keough and Hobson Sewer Project is out to bid. We are also in the process of hiring a consultant to do a Headworks upgrade that may cost several \$100,000s. Water balance is lower than last year with the recent project on Grove Street completed. We are planning on spending over \$300,000 with the Hanby Utility project and the SCADA project.

**(8) Public Works reports for December, January and February**

In December, most work consisted of repairing broken water pipes and various types of maintenance work. One fire hydrant was replaced at the intersection of West Pine and Hammond as we replace approximately three hydrants a year. The Proposition 218 Hearing for the new water and sewer rates was held and City Council approved adjustments.

During January, bids for the Schley Street Water Line Improvements Project were opened and Conspec of Lee Vining was awarded the job as the low bidder. The crew prepared Keough and Hobson Streets for the sewer replacement project.

In February, the crew began installing water meters and have six of the eighteen completed. Dishion and Grah continued negotiations with ECO:LOGIC for the SCADA project.

**Staff and Commission Reports:**

Grah brought up that they are looking ahead for constructing an additional storage tank for the City. The recommended storage amount is between two and three million gallons of storage and we currently have a one million gallon tank. With another tank, we would be able to decrease the use of Well 2 and increase our pumping with Well 4 and a future well at that site during the night when electricity is less expensive. The anticipated cost of the project is \$1.5 to \$2 million.

City Council took action on the residential shut-off and it is now part of the municipal code. A draft went to the city attorney for review regarding penalties associated with late water and sewer payments. We currently charge 10 percent for the first month over sixty days past due and an additional 1.5 percent there after.

One of the new water meters installed recently was at our waste water treatment plant. We were using seventy-nine thousand gallons of water a day which is equal to eighty or ninety houses. The large amount of fresh water was used on the screen. We currently have turned off the water at the screen and are using entirely reclaimed water there instead.

The Hanby Utility project went out to bid and PE Pacific Engineering of Bakersfield was the low bidder. The bid came in substantially lower than the others and we will be awarding the contractor Option 2 instead of the entire project at this time.

A Request for Proposals for the Sewer Pasture Lease was released today. The pasture is next to the sewer plant and is where we dispose of our excess water.

**Items to Be Discussed at the Meeting of May 11, 2010:**

- Ed Morris from the Bishop Nursery will give a presentation on water conservation through irrigation
- Additional information on water waster procedures
- Term Length for Chairman and Vice Chairman
- Rebate information for low flow fixtures
- Meter readings
- Cash balance and revenue and expenditures update on water and sewer reserves

Chairman Cross adjourned the meeting at 8:59 P.M. The next regularly scheduled meeting will be Tuesday, May 11, 2010 at 7:00 P.M. in the City Council Chambers.

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Forrest Cross, Chairman

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Michele Thomas, Secretary

## ***Mammoth Community Water District Rebate Program Information***

Mammoth has budgeted \$90,000 for an 18 month rebate program beginning July 8, 2009 and ending December 31, 2010. The rebate program includes high efficiency clothes washers, toilets, urinals, weather based 'smart' irrigation controllers (timers) and irrigation system tune ups and improvement materials. As to date, Mammoth has sent out approximately \$21,000 in checks with most of their rebates going towards installing new toilets. One of their local landscapers has been talking to property owners about the program and is expecting \$53,000 worth of applications for irrigation tune-ups and new controllers. Rebates are on a first come first served basis and the application must be submitted and work completed within 4 months.

When submitting an application, an on site pre-inspection with Mammoth Community Water District is required. For irrigation applications, a schematic must be submitted showing current irrigation and proposed changes and be accompanied by written documentation from a licensed landscape contractor listing recommended changes. There must also be a backflow device installed. Washers and toilet rebates are for the purchase only and do not include installation. Irrigation rebates include materials and installation.

An additional \$17,000 was spent for advertising the rebate program. Irene Yamashita of Mammoth Community Water District suggested the City of Bishop team up with Mammoth for advertising to help cut down on some cost.

A suggestion from Irene was to include in the rebate program, an irrigation audit from Ed Morris of the Bishop Nursery to help with recommendations for landscaping and watering practices. Irene also commented that the rebate Mammoth is offering for the irrigation timer is listed too high at \$400, they only cost around \$250.

# Mammoth Community Water District

WATER IS OUR FUTURE

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## Enhanced Rebate Program

**Text Box: Mammoth Community Water District New!**  
Rebate Programs Starting July 13, 2009, the District will be offering rebates for Ultra Low Flush Toilets, High Efficiency Toilets, Urinals and High Efficiency Washing Machines to residential and commercial customers. In addition to rebates on water-saving appliances, rebates are offered on Weather-Based "smart" Irrigation Controllers and on irrigation tune up and improvement materials. The District encourages the community to take advantage of this limited time offer!



**Text Box: Whether at home or work, you have the opportunity to save significant amounts of water by replacing older, less conservation friendly models of toilets and washing machines with new Ultra Low Flush and High Efficiency versions. The same goes for your landscaping! By replacing dated or faulty irrigation equipment with newer, conservation-conscious technologies, you can save up to thirty percent on outdoor water use.**



**Mammoth Community Water District**  
 High Efficiency Clothes Washer and Toilet Rebate Program  
 Residential Program Application

Valid until  
 \_\_\_/\_\_\_/\_\_\_

Name on Account: \_\_\_\_\_  
 Applicant's Daytime Telephone: \_\_\_\_\_  
 Applicant's Email: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Installation Address: \_\_\_\_\_

- Single and Multi-Family Residence
- Check box if applicant is a renter

Name of person applying: \_\_\_\_\_

High Efficiency Clothes Washers	\$200.00 replacement	\$150.00 new washer
Ultra Low Flush (ULF) toilet (1.6-1.3 gallons per flush)		\$100.00
High Efficiency Toilet (HET) (1.3 gallons per flush or dual flush)		\$200.00
Replacement ULFT for HET		\$150.00

**Replacement item and quantity (#):**

- NEW High Efficiency Clothes Washer (water factor of 6.0 or less)
- REPLACEMENT High Efficiency Clothes Washer (water factor of 6.0 or less)
- # \_\_\_\_\_ Ultra Low Flush Toilet (1.6- 1.3 gallons per flush)
- # \_\_\_\_\_ High Efficiency Toilet (1.28 gallons or less / dual flush)

**New appliances and washing machine water factor (wf) information, if applicable:**

Manufacturer (make): \_\_\_\_\_ Model number: \_\_\_\_\_  
 Location installed: \_\_\_\_\_ water factor \_\_\_\_\_

Manufacturer (make): \_\_\_\_\_ Model number: \_\_\_\_\_  
 Location installed: \_\_\_\_\_ water factor \_\_\_\_\_

**Replaced items, quantity (#), gallons per flush (gpf) if applicable:**

Item: \_\_\_\_\_ # \_\_\_\_\_ Manufacturer and model: \_\_\_\_\_ gpf \_\_\_\_\_  
 Item: \_\_\_\_\_ # \_\_\_\_\_ Manufacturer and model: \_\_\_\_\_ gpf \_\_\_\_\_  
 Item: \_\_\_\_\_ # \_\_\_\_\_ Manufacturer and model: \_\_\_\_\_ gpf \_\_\_\_\_

Number of older, non-ULF/HE toilets remaining in household: # \_\_\_\_\_ gpf \_\_\_\_\_  
 Number of ULF/HE toilets added prior to application: # \_\_\_\_\_ Total number of toilets in home \_\_\_\_\_

*Please see reverse for rules and regulations. Your signature is required to complete rebate program application.*

## Residential Rebate Program, Terms and Instructions

### Terms:

- The ULFT rebate offered is available to all Mammoth Community Water District customers with pre-approved applications. However, new construction projects and remodeling projects requiring a building permit do not qualify for the ULFT program. Please apply for the HET program.
- Applications must provide proof of residency, (for situations in which applicants share a water bill, a copy of a recent utility bill must be included with application for proof of residence). Toilet rebate applications must be signed by the property owner.
- The toilet(s) to be replaced must have been installed prior to 1994 and have flush volumes exceeding 1.6 gallons per flush. The washer(s) to be replaced must have a water factor (WF is the number of gallons each needed per cubic foot of laundry) of more than 6.0, or be a top-loading machine. The information for individual washer makes and models can be found online on CEE's (Consortium for Energy Efficiency) product list at <http://www.cee1.org>
- Replacing an older ULFT / HE toilet for a new HE toilet does qualify for a rebate.
- Rebates are processed in the order they are received and are limited by available funding.
- Rebates may not exceed the cost of the appliance or fixture (tank, bowl, hardware, wax ring, and seat only). Installation costs are not covered.
- Applicants are subject to pre and post on-site installation verification. Applicants will not receive a rebate until inspection has been completed.
- The effective date for the rebate offer is July 8, 2009 through December 31, 2010, or until funds are no longer available. Rebates will not be offered retroactively.
- Eligible customers may not have current delinquencies on their water bill.

*Customers unable to abide by these terms are encouraged to contact MCWD to examine eligibility options.*

### Instructions:

1. Fill out application.
2. Set up an on site pre-installation inspection with Mammoth Community Water District authorized personnel.
3. When application is approved, appliance purchase(s) can be made. The applicant has four months from the date of application approval to provide proof of purchase. *Receipt must be attached* to applicant's copy of rebate contract.
4. Set up a post-installation inspection.
5. Rebate is mailed to customer.

*I hereby certify that I have replaced the existing appliance as described with approved replacement item(s). I certify that the information on this application is true and correct. I have read, understand and agree to the terms of the rebate program as stated above.*

Owner signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this form to: **Mammoth Community Water District**  
PO Box 597, Mammoth Lakes, CA 93546 or drop off at 1315 Meridian Blvd.  
tel. (760) 934-2596 find us online at <http://www.mcwd.dst.ca.us/>

### **For office use only**

Inspection completed by: \_\_\_\_\_

Date: \_\_\_\_\_

Notes:



**Mammoth Community Water District**  
**High Efficiency Clothes Washer and Toilet Rebate Program**  
 Commercial Program Application

Valid until  
 / /

Name on Account: \_\_\_\_\_  
 Applicant's Name if Different From Above: \_\_\_\_\_  
 Applicant's Title: \_\_\_\_\_  
 Applicant's Daytime Telephone: \_\_\_\_\_  
 Applicant's Email: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Installation Address: \_\_\_\_\_  
 Business Name and Type of Business or Building: \_\_\_\_\_

High Efficiency Washing Machine	\$300.00
Ultra Low Flush (ULF) toilet (1.6-1.3 gallons per flush)	\$150.00
High Efficiency Toilet (HET) (1.3 gallons per flush or dual flush)	\$250.00
Urinals (.5 gallons per flush or less)	\$200.00
Replacement ULFT for HET	\$150.00

**Replacement item and quantity (#):**

# \_\_\_\_\_ High Efficiency Clothes Washer (water factor of 6.0 or less)  
 # \_\_\_\_\_ Ultra Low Flush Toilet (1.6- 1.3 gallons per flush)  
 # \_\_\_\_\_ High Efficiency Toilet (1.28 gallons or less / dual flush)  
 # \_\_\_\_\_ Urinals (.5 gallons or less)

**New appliances or washing machine with water factor (wf) information, if applicable:**

Manufacturer (make): \_\_\_\_\_ Model number: \_\_\_\_\_  
 Location Installed: \_\_\_\_\_ water factor: \_\_\_\_\_  
 Manufacturer (make): \_\_\_\_\_ Model number: \_\_\_\_\_  
 Location Installed: \_\_\_\_\_ water factor: \_\_\_\_\_  
 Manufacturer (make): \_\_\_\_\_ Model number: \_\_\_\_\_  
 Location Installed: \_\_\_\_\_ water factor: \_\_\_\_\_

**Replaced items, gallons per flush (gpf) and quantity (#):**

Item: \_\_\_\_\_ # \_\_\_\_\_ Manufacturer, model: \_\_\_\_\_ gpf \_\_\_\_\_  
 Item: \_\_\_\_\_ # \_\_\_\_\_ Manufacturer, model: \_\_\_\_\_ gpf \_\_\_\_\_  
 Item: \_\_\_\_\_ # \_\_\_\_\_ Manufacturer, model: \_\_\_\_\_ gpf \_\_\_\_\_

Number of older, non-ULF/HET toilets remaining at business: # \_\_\_\_\_ gpf \_\_\_\_\_  
 Number of ULF/HET toilets added prior to application: # \_\_\_\_\_

*Please see reverse for rules and regulations. Your signature is required to complete rebate program application.*

## Commercial Rebate Program: Terms and Instructions

### Terms:

- The ULFT rebate offered is available to all Mammoth Community Water District customers with pre-approved applications. However, new construction projects and remodeling projects requiring a building permit may not qualify for this program.
- Applications must be signed by the property or business owner and the person listed on the water bill for that address. Applications for toilet/urinal replacement must be signed by property owner.
- The toilet(s) to be replaced must have been installed prior to 1994 and have flush volumes exceeding 1.6 gallons per flush. The washer(s) to be replaced must have a water factor (WF is the number of gallons needed for each cubic foot of laundry) of more than 6.0. The information for individual washer makes and models can be found online on CEE's (Consortium for Energy Efficiency) product list at <http://www.cee1.org>
- Replacing an older ULFT / HE toilet for a new HE toilet does qualify for a rebate.
- Rebates are processed in the order they are received and are limited by available funding.
- Rebates may not exceed the cost of the appliance or fixture (tank, bowl, hardware, wax ring, and seat only). Installation costs are not covered.
- Applicants are subject to pre and post on-site installation verification. Applicants will not receive a rebate until inspection has been completed.
- The effective date for the rebate offer is July 8, 2009 through December 31, 2010, or until funds are no longer available. Rebates will not be offered retroactively.
- Eligible customers may not have current delinquencies on their water bill.

*Customers unable to abide by these terms are encouraged to contact MCWD to examine eligibility options.*

### Instructions:

1. Fill out application.
2. Set up an on site pre-installation inspection with Mammoth Community Water District authorized personnel.
3. When application is approved, appliance purchase(s) can be made. The applicant has four months from the date of application approval to provide proof of purchase. *Receipt must be attached* to applicant's copy of rebate contract.
4. Set up a post-installation inspection.
5. Rebate is mailed to customer.

*I hereby certify that I have replaced the existing appliance as described with approved replacement item(s). I certify that the information on this application is true and correct. I have read, understand and agree to the terms of the rebate program as stated above.*

Business Owner signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Property Owner signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to: **Mammoth Community Water District**  
PO Box 597, Mammoth Lakes, CA 93546 or drop off at 1315 Meridian Blvd.  
tel. (760) 934-2596 find us online at <http://www.mcwd.dst.ca.us/>

<b>For office use only</b>	
Inspection completed by: _____	Date: _____
Notes:	



**Mammoth Community Water District**  
**Irrigation Improvement Rebates**  
 Program Application

Name on Account: \_\_\_\_\_  
 Account Number: \_\_\_\_\_  
 Applicant's Daytime Telephone: \_\_\_\_\_  
 Applicant's Email: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Installation Address: \_\_\_\_\_

- Single or Multi-Family Residence** having less than 5,000 square feet of landscape area
- Multi-Family Residence or Business** having more than 5,000 square feet of landscape area
- Business** having less than 5,000 square feet of landscape area

Replacement item:

- Weather-Based "Smart" Irrigation Controllers (timer)
- Irrigation system tune up and improvement materials

Examples:

rain shut off sensors  
 micro-irrigation supplies  
 retrofits including rotating and high efficiency nozzles

**Weather-Based "Smart" Irrigation Controllers:**

New controller make and model: \_\_\_\_\_ # of active stations: \_\_\_\_\_  
 New controller make and model: \_\_\_\_\_ # of active stations: \_\_\_\_\_

**Tune up and improvement (conservation) materials proposed:**

Sprinkler heads replaced :

Type: \_\_\_\_\_ Capacity: \_\_\_\_\_  
 Type: \_\_\_\_\_ Capacity: \_\_\_\_\_  
 Type: \_\_\_\_\_ Capacity: \_\_\_\_\_

New sprinklers:

Type: \_\_\_\_\_ Capacity: \_\_\_\_\_  
 Type: \_\_\_\_\_ Capacity: \_\_\_\_\_  
 Type: \_\_\_\_\_ Capacity: \_\_\_\_\_

Other materials proposed:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Irrigation Improvement Rebate Program, Terms and Instructions**

**Program:**

Weather-Based "Smart" Irrigation Controllers:	\$400.00	
Irrigation system tune-up and improvement materials:	\$300.00	Single Family Residence (< 5, 000 sq)
	\$1,000.00	Multi Family Residence (> 5, 000 sq)
	\$300.00	Business (< 5, 000 sq)

**Terms:**

- Applicant must submit a landscape schematic showing current irrigation and proposed changes to determine eligibility. This schematic must be accompanied by written documentation from a licensed landscape contractor listing recommended changes. In addition, documentation must include maximum applied water allowance (MAWA), current use and an estimate of water savings subsequent to improvements, both based on water use during peak irrigation. The landscape improvement must include installation or proof of a functioning pressure reducing valve servicing the landscape.
- Eligible customers are required to have a backflow device. A pressure reducing valve may not substitute for the backflow device. Please check box if you have a current Backflow Prevention Assembly Test Report on file with the Mammoth Community Water District.       Have current Backflow Prevention Assembly Test Report on file
- Weather-Based Irrigation Controllers must have capacity to set days of week or specific intervals and have the ability to respond to weather inputs such as a rain sensor, weather station data or historical data.
- Applicants are subject to pre and post on-site installation verification, and will not receive a rebate until inspection has been completed.
- Customer must install or contract to have products installed according to manufacturer's directions.
- Rebates are not to exceed the cost of improvements.
- Rebates are processed in the order they are received and are limited by available funding.
- The effective date for the rebate offer is July 8, 2009 through December 31, 2010, or until funds are no longer available. Rebates will not be offered retroactively.
- Eligible customers may not have current delinquencies on their water bill.

*Customers unable to abide by these terms are encouraged to contact MCWD to examine eligibility options.*

**Instructions:**

1. Fill out application and submit landscape schematic and documentation as described above.
2. Set up an on site pre-installation inspection with Mammoth Community Water District authorized personnel.
3. After application is approved, the approved items can be purchased. The applicant has four months from the date of application approval to provide proof of purchase. *Receipt must be attached* to applicant's copy of rebate contract.
4. Set up a post-installation inspection.
5. Rebate is mailed to customer.

*I hereby certify that I have made the improvements as mentioned above and/ or replaced the existing irrigation system with approved replacement item(s). I certify that the information on this application is true and correct. I have read, understand and agree to the terms of the rebate program as stated above.*

Business Owner signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Property Owner signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to: *Mammoth Community Water District*  
*PO Box 597, Mammoth Lakes, CA 93546* or drop off at *1315 Meridian Blvd.*  
tel. (760)934-2596      find us online at <http://www.mcwd.dst.ca.us/>



**To:** Bishop Water and Sewer Commissioners

**From:** David Grah, Director of Public Works

**Subject:** Water Meters in Bishop

**Date:** 30 April 2010

**General:**

There is a wide range of opinion about the short and long term future of water meters in Bishop. A joint meeting between the Bishop Water and Sewer Commission and the Bishop City Council could be useful to gain consensus.

**Background:**

The duty and responsibility of the Bishop Water and Sewer Commission as established in the Bishop Municipal Code is:

*A. Act in an advisory capacity to the director of public works and the city council in all matters pertaining to water and sewer facilities and all other associated activities as prescribed by ordinances, or by city council action;*

*B. Assist in the formulation of recommendations on rules and regulations with respect to the use of water and sewer facilities.*

The commission has discussed many aspects of water meters. Commission discussion generally has supported a slow and incremental move toward the use of water meters in Bishop. Without a mandate from outside the city, it is likely the city would not force all of its customers to pay for water based on usage as indicated by a meter in the foreseeable future. Equity and water conservation are the biggest reasons to consider a move toward water meters.

Some City Council members and some city staff are very cautious of the idea of water meters and especially charging by water meters. A joint meeting between the Bishop Water and Sewer Commission and the Bishop City Council could be useful to gain consensus on the subject of water meters. A joint meeting at or around the time of the next regular Bishop Water and Sewer Commission could be considered.

**Recommendation:**

Schedule a joint meeting between the Bishop Water and Sewer Commission and the Bishop City Council at or around the time of the next regular Bishop Water and Sewer Commission 13 July 2010.



**To:** Bishop Water and Sewer Commissioners  
**From:** David Grah, Director of Public Works  
**Subject:** Response to Water Wasting  
**Date:** 30 April 2010

**General:**

Bishop uses a narrow definition of wasting water and usually responds to a situation where water is blatantly being wasted with a letter to the customer wasting water. There could be benefit to a broader definition and a broader response.

**Background:**

The Bishop Municipal Code (available [online](#)) defines and prohibits wasting water:

*13.04.050 Wasting water prohibited.*

*No person shall permit the unnecessary waste of water or permit the same to run unnecessarily on any public street or alley or vacant lot.*

In addition, Municipal Code 13.07, Water-Efficient Landscapes, promotes water efficient landscaping in public, commercial, and residential development and redevelopment.

Unfortunately wasting irrigation water is fairly common in Bishop. When an instance of water wasting is severe or especially objectionable and comes to the attention of city staff, staff typically responds in one of several ways. If the wasting is particularly bad, city staff attempts to contact the customer wasting water and asks them to turn the water off or otherwise stop the wasting. If the wasting is particularly bad and city staff can't reach the customer wasting water, city staff sometimes will turn the water off for the customer. An example of a situation when this may be done is if the wasted water is flooding a construction site. More often, city staff becomes aware of the wasting by complaint or after the fact. In these cases, the customer is contacted by letter, Bishop Municipal Code 13.04.050 is cited, and the customer is encouraged to conserve water. The Water and Sewer Commission normally receives copies of these letters. In a subjective evaluation, the letters seem to have little positive effect because often the same customers receive letters over and over. Customers that are contacted in person generally seem to respond better than the customers that receive letters.

In many cases personal contact takes more staff time than sending a letter. This is probably balanced, at least in part, by the apparent relative effectiveness of personal contacts compared to letter and the improved customer service personal contact represents. Letters are better at creating a paper trail, however.

There is no action provided for in the Municipal Code if a customer continues to waste water and, with a flat rate system, the cost is the same no matter how much water is used. Potentially, provisions could be added to the code that would allow or dictate further action. In addition to changes to the code, how customers wasting water are handled could be enhanced.

Things to consider include:

1. The first response to each case of water wasting could start with a personal contact by city staff.
2. Each contact could include providing the customer with information on water conservation and provisions of the Municipal Code.
3. Each complaint about water wasting and each contact after the first contact could be documented and referenced in later written contacts.
4. If personal contacts have not been effective, water wasting customers could receive letters similar to what they receive now.
5. If more than one letter is not effective, additional measures or penalties could be considered.

**Recommendation:**

Water and Sewer Commission discussion on current response to water wasting, potential response to water wasting, and recommended response including, potentially, changes to the Municipal Code.

		3/22/2010	4/26/2010	35		
	LOCATION	START READ	END READING	USED	GPD	CATEGORY
1	WINDOW FAIR	1,062,970	1,070,290	7,320	209	OTHER
2	145 FULTON	2,639,030	2,656,110	17,080	488	SINGLE
3	149 FULTON	1,937,570	1,944,100	6,530	187	SINGLE
4	153 FULTON	1,678,270	1,687,530	9,260	265	SINGLE
5	RURAL HEALTH CLINIC	673,320	682,410	9,090	260	OTHER
6	174 SUNLAND (STORAGE SHEDS)	3,179,780	3,220,020	40,240	1,150	STORAGE UNIT
7	760 WEST LINE	8,990,830	9,059,690	68,860	1,967	STORAGE UNIT
8	DAYS INN	18,488,200	18,562,700	74,500	2,129	HOTEL
9	METHODIST CHURCH	7,418,200	7,445,670	27,470	785	CHURCH
10	759 HOME STREET	4,107,190	4,128,560	21,370	611	SINGLE
11	724 ROME DRIVE	4,785,910	4,830,210	44,300	1,266	SINGLE
12	668 KELSO	5,301,220	5,378,790	77,570	2,216	SINGLE
13	647 MAPLE	5,875,420	5,911,650	36,230	1,035	SINGLE
14	668 SYCAMORE	7,502,270	7,522,990	20,720	592	SINGLE
15	691 HAMMOND	5,623,700	5,666,800	43,100	1,231	SINGLE
17	HOLIDAY INN EXPRESS	29,140,600	29,382,700	242,100	6,917	OTHER
18	106 MAC IVER	7,074,900	7,083,700	8,800	251	0
19	OUR WATER WORKS	2,862,700	3,016,500	153,800	4,394	CAR WASH
20	SIZZLER	3,584,830	3,603,200	18,370	525	OTHER
21	CREEKSIDE INN	42,113,300	42,374,700	261,400	7,469	RESTAURANT
22	235 WYE ROAD	32,450	32,450	0	0	OTHER
23	KMART DOMESTIC	7,979,000	8,016,100	37,100	1,060	OTHER
24	K MART IRRIGATION	72,676,300	73,062,100	385,800	11,023	OTHER
25	VONS DOMESTIC	8,529,300	8,621,700	92,400	2,640	SINGLE
26	495 EAST YANEY	5,829,710	5,867,080	37,370	1,068	OTHER
27	WILLOW PAZA APTS	2,039,700	2,172,000	132,300	3,780	LAUNDROMAT
28	275 WILLOW	1,924,800	1,934,850	10,050	287	OTHER
29	RUNNING SPRINGS	251,203	251,305	102	58	OTHER
30	172 WILLOW	3,269,850	3,287,830	17,980	514	SINGLE
31	EASTERN SIERRA OIL	497,210	500,030	2,820	81	SINGLE
32	462 SHORT STREET	6,626,260	6,670,140	43,880	1,254	LAUNDROMAT
33	Clarke MH Park south	111,110	140,140	29,030	829	
34	Clarke MH Park north	39,030	83,990	44,960	1,285	
35	WASHTUB	2,614,100	2,703,600	89,500	2,557	MULTI FAMILY
36	SIERRA SUDS	2,377,080	2,415,570	38,490	1,100	MULTI FAMILY
37	ALTA ONE	879,490	885,660	6,170	176	
38	McDonalds	247,200	324,500	77,300	2,209	RESTAURANT
39	Imperial Gourmet	1,504,200	1,659,700	155,500	4,443	MULTI FAMILY
40	City Park Field 4	4,844,000	5,266,000	422,000	12,057	RESTAURANT
41	1	95,180	98,400	3,220	92	MULTI FAMILY
42	2	71,070	73,920	2,850	81	MULTI FAMILY
43	3	23,760	24,580	820	23	MULTI FAMILY
44	4	69,850	70,000	150	4	MULTI FAMILY
45	5	166,310	171,990	5,680	162	MULTI FAMILY
46	6	116,030	121,240	5,210	149	MULTI FAMILY
47	7	86,880	91,390	4,510	129	MULTI FAMILY
48	8	311,340	311,500	160	5	MULTI FAMILY
49	9	47,560	50,400	2,840	81	MULTI FAMILY
50	10	615,760	621,760	6,000	171	MULTI FAMILY
51	11	47,540	48,630	1,090	31	MULTI FAMILY



# CITY OF BISHOP WATER SEWER CASH BALANCES

## SEWER

<u>DATE:</u>	<u>BEGINNING BALANCE:</u>	<u>EXPENDITURES:</u>	<u>RECEIPTS:</u>	<u>ENDING BALANCE:</u>
OCTOBER	\$639,622.63	\$59,634.17	\$51,429.93	\$631,418.39
NOVEMBER	\$616,418.39	\$63,997.86	\$46,554.76	\$598,975.29
DECEMBER	\$598,975.29	\$63,191.51	\$51,748.63	\$587,532.41
JANUARY	\$587,532.41	\$74,181.27	\$46,559.92	\$559,911.06
FEBRUARY	\$559,911.06	\$75,535.10	\$52,487.46	\$536,863.42
MARCH	\$536,863.42	\$81,192.38	\$56,422.91	\$512,093.95
APRIL	\$512,093.95	\$52,202.51	\$56,449.60	\$516,341.04
MAY	\$516,341.04	\$60,764.11	\$46,809.74	\$492,115.27
JUNE	\$492,115.27	\$44,083.86	\$43,349.89	\$491,381.30
JULY	\$491,381.30	\$57,259.54	\$237,312.59	\$671,434.35
AUGUST	\$671,434.35	\$62,801.52	\$47,834.64	\$656,403.47
SEPTEMBER	\$656,403.47	\$60,202.48	\$51,526.76	\$647,608.36
OCTOBER	\$647,608.36	\$58,685.35	\$44,922.57	\$633,845.58
NOVEMBER	\$633,845.58	\$44,869.38	\$43,820.81	\$632,797.01
DECEMBER	\$632,797.01	\$69,848.89	\$47,014.53	\$609,962.65
JANUARY	\$667,790.93	\$75,687.50	\$51,800.43	\$643,903.86
FEBRUARY	\$643,903.86	\$64,995.47	\$46,257.60	\$625,165.99
MARCH	\$625,165.99	\$59,091.74	\$48,586.12	\$614,660.37
APRIL	\$614,660.37			
MAY	\$0.00			
JUNE	\$0.00			
JULY	\$0.00			
AUGUST	\$0.00			
SEPTEMBER	\$0.00			
OCTOBER	\$0.00			
NOVEMBER	\$0.00			
DECEMBER	\$0.00			

# WATER

<u>DATE:</u>	<u>BEGINNING BALANCE:</u>	<u>EXPENDITURES:</u>	<u>RECEIPTS:</u>	<u>ENDING BALANCE:</u>
OCTOBER	\$1,538,475.92	\$73,383.71	\$80,031.91	\$1,545,124.12
NOVEMBER	\$1,530,124.12	\$64,030.67	\$77,732.81	\$1,543,826.26
DECEMBER	\$1,543,826.26	\$54,511.06	\$77,541.98	\$1,566,857.18
JANUARY	\$1,566,857.18	\$68,933.30	\$85,636.39	\$1,583,560.27
FEBRUARY	\$1,583,560.27	\$67,580.48	\$63,859.28	\$1,579,839.07
MARCH	\$1,579,839.07	\$121,795.34	\$92,828.38	\$1,550,872.11
APRIL	\$1,550,872.11	\$85,359.03	\$69,390.77	\$1,534,903.85
MAY	\$1,534,903.85	\$98,147.25	\$73,561.49	\$1,475,880.59
JUNE	\$1,475,880.59	\$202,629.74	\$70,119.82	\$1,343,370.67
JULY	\$1,343,370.67	\$68,116.73	\$382,941.13	\$1,658,195.07
AUGUST	\$1,658,195.07	\$309,858.93	\$73,327.04	\$1,421,560.78
SEPTEMBER	\$1,421,560.78	\$88,906.55	\$73,056.09	\$1,405,519.31
OCTOBER	\$1,405,519.31	\$75,894.71	\$69,978.46	\$1,399,618.06
NOVEMBER	\$1,399,618.06	\$41,656.59	\$70,298.93	\$1,428,260.40
DECEMBER	\$1,428,260.40	\$52,981.92	\$70,472.64	\$1,445,751.12
JANUARY	\$1,504,999.89	\$63,400.76	\$71,713.96	\$1,513,313.09
FEBRUARY	\$1,513,313.09	\$78,746.62	\$70,754.10	\$1,505,320.57
MARCH	\$1,505,320.57	\$165,936.62	\$77,305.61	\$1,416,689.56
APRIL	\$1,416,689.56			
MAY	\$0.00			
JUNE	\$0.00			
JULY	\$0.00			
AUGUST	\$0.00			
SEPTEMBER	\$0.00			
OCTOBER	\$0.00			
NOVEMBER	\$0.00			
DECEMBER	\$0.00			

February 2010

Currently cash in the City of Bishop water and sewer programs does not differentiate between capital and non capital. The Bishop Water and Sewer Commission requested that the cash be split into capital and non capital portions so need for capital funding can be monitored. This will be accomplished as follows:

1 July of each fiscal year starting with the 2010/2011 fiscal year an amount equal to 6 months of non-capital expenditures will be put into the non-capital fund for both water and sewer. The amount will initially be based on expenditures anticipated in the 2008 fee study and should be adjusted as necessary in future years. The remaining balance will be put in the capital fund.

Total expenditures will be determined each month from the city-wide financial system. Capital expenditures will be determined each month from the spreadsheets used in Public Works to track expenditures and budgets and check periodically against capital expenditures shown in the city-wide system. Non-capital expenditures will be calculated as the difference.

Monthly revenue will be determined each month from the city-wide financial system and will be split between capital and non-capital based on the portions of total expenditures projected in the 2008 fee study. The capital and non capital balances at the end of each month will be determined by the balances at the beginning of the month minus expenditures plus revenues.

The difference between the non-capital cash balance at the end of one year and the amount calculated as described above will be noted and reported to the Commission.

# Water Fund Monthly Balances 2010/2011

		End Previous	Change		
<b>Start of Year Combined</b>			\$ -		
Non capital (6 months)			\$ -		
Capital		\$ -	\$ -		
		Start Balance	Expend	Revenue	End Balance
July	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
August	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
September	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
October	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
November	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
December	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
January	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
February	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
March	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
April	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
May	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
June	Combined	\$ -			\$ -
	Non Capital	\$ -	\$ -	\$ -	\$ -
	Capital	\$ -		\$ -	\$ -
<b>End of Year Combined</b>					
Capital %				62%	

CITY OF BISHOP  
 PUBLIC-BUDGET ACCOUNTING  
 BREAKDOWN OF TOTAL CASH BALANCES  
 FOR THE MONTH OF MARCH

	BEGINNING BALANCE	EXPENDITURES	RECEIPTS	TRANSFERS DEBITS-CREDITS	ENDING BALANCE
001- GENERAL FUND	2,913,424.25	470,575.94	345,628.25	580.14-	2,787,896.92
002- SEWER FUND	625,165.99	59,091.74	48,586.12	.00	614,660.37
003- GAS TAX	24,281.16	6,836.69	.00	.00	17,444.47
004- WATER FUND	1,505,320.57	165,936.62	77,305.61	.00	1,416,689.56
005- CABLE TV PUBLIC ACCESS	.00	.00	.00	.00	.00
007- LOCAL TRANSPORTATION	.00	.00	.00	.00	.00
008- BOND AND TRUST FUND	1,737.98-	.00	135.18	.00	1,602.80-
009- TRAFFIC SAFETY	146.64	.00	183.16	.00	329.80
010- TVT-MEASURE-A	224,136.42	49,300.20	.00	.00	174,836.22
012- SUNRISE MHP	164,330.71	8,664.65	8,356.64	.00	164,022.70
013- GENERAL FIXED ASSETS	.00	.00	.00	.00	.00
014- REDEVELOPMENT FUND	1,237.87-	.00	.00	.00	1,237.87-
015- WATER IMPROVEMENT	.00	.00	.00	.00	.00
017- GENERAL LONG TERM DEBT	.00	.00	.00	.00	.00
018- STORE FRONT GRANT	.00	.00	.00	.00	.00
019- DEFERRED COMPENSATION	.00	.00	.00	.00	.00
020- DARE PROGRAM	.00	.00	.00	.00	.00
021- CANINE-DONATION	19,862.91	801.62	.00	.00	19,061.29
022- SPRUCE STREET EXTENSION	.00	.00	.00	.00	.00
024- WYE ROAD H.E.S PROJECT	.00	.00	.00	.00	.00
026- PIONEER-LANE-PROJECT	.00	.00	.00	.00	.00
027- PARK AVE PROJECT	.00	.00	.00	.00	.00
028- WYE ROAD PROJECT	.00	.00	.00	.00	.00
029- HOME-STREET-PROJECT	.00	.00	.00	.00	.00
030- K MART	.00	.00	.00	.00	.00
032- CLEEPS/ENF&EQUIP PRGRM	.00	.00	.00	.00	.00

CITY OF BISHOP  
PUBLIC BUDGET ACCOUNTING  
BREAKDOWN OF TOTAL CASH BALANCES  
FOR THE MONTH OF MARCH

	BEGINNING BALANCE	EXPENDITURES	RECEIPTS	TRANSFERS DEBITS-CREDITS	ENDING BALANCE
033- COPS	63,790.27	4,248.26	.00	.00	59,542.01
034- SAFE ROUTE TO SCHOOLS	.00	.00	.00	.00	.00
035- MAC IYER ST-EXT-STIP-PATE	.00	.00	.00	.00	.00
036- HWY 6 & HYE RD	886,063.68	1,702.45	.00	.00	884,361.23
037- HOME FUNDS/WILLOW ST	.00	.00	.00	.00	.00
038- MACIYER/IMACA-CDBG-1951	.00	.00	.00	.00	.00
039- GIS/GRANTS	15,145.00	.00	.00	.00	15,145.00
040- PAVEMENT MGMT PLAN PHASE	.00	.00	.00	.00	.00
041- PAVEMENT MGMT PLAN 2	.00	.00	.00	.00	.00
042- PED GRANT/B06SP/CA0082	43,309.69	.00	.00	.00	43,309.69
043- ROAD PROJECT A	37,995.34	.00	28,040.00	.00	9,955.34
046- SNEEDEN IMPROVEMENTS	22,064.37	.00	.00	.00	22,064.37
047- SOUTH SECOND IMPROV	142,065.26	.00	107,332.09	.00	34,733.17
048- N WARREN IMPROVEMENTS	.00	.00	.00	.00	.00
049- W. PINE IMPROVEMENTS	25,590.02	.00	.00	.00	25,590.02
050- BUS PULLOUTS	14,625.40	.54	.00	.00	14,625.94
052- GROVE ST SIDEWALKS	99,028.72	63,947.08	.00	.00	35,081.64
053- ENMAR CONSTRAINTS	34,102.00	.00	13,790.00	.00	20,312.00
054- E. LINE ST BRIDGE	201.60	.00	.00	.00	201.60
055- JAY ST EXTENSION	302.42	.00	.00	.00	302.42
056- HYE RD EXTENSION	302.42	.00	.00	.00	302.42
057- SEIBU TO SCHL BIKE PATH	35,071.06	270.00	.00	.00	35,341.06
058- PINE TO PARK/STIP	17,250.00	.00	.00	.00	17,250.00
059- HANBY-PAVEMENT PROJECT	39,880.66	1,721.19	40,677.95	.00	923.90
099- DEBT SERVICE	.00	.00	.00	.00	.00
TOTALS	6,213,192.99	833,096.98	670,035.00	580.14	6,049,550.87

STATEMENT OF BUDGETED REVENUES & EXPENDITURES COMPARED TO ACTUAL

002 SEWER FUND  
 PERIOD ENDING 3/31/10

	FINAL AMENDED BUDGET	***** ACTUAL ***** CURRENT PERIOD	YEAR TO DATE	OVER - UNDER BUDGET	% TO DATE
<b>REVENUES</b>					
19020 SEWER SERVICE COLLEC	710,000.00	44,038.18	589,303.52	120,696.48	83
19023 PENALTIES-SEWER SERV	5,000.00	701.50	618.98	4,381.02	12
19024 SEWER PERMITS	.00	.00	.00	.00	0
19025 SEWER ASSESSMENT FEE	.00	.00	.00	.00	0
19030 REIMB. SMALL CLAIMS	.00	.00	24.00	24.00-	0
19040 INTEREST ON BANK DEP	21,500.00	2,335.56	2,335.56	19,164.44	10
19060 SEWER MISCELLANEOUS	17,000.00	1,510.88	24,905.87	7,905.87-	146
19070 REIM FRM WATER	.00	.00	.00	.00	0
19075 REIMB FROM ESCSD	.00	.00	.00	.00	0
19076 REIMB FRM FED/ST GRA	.00	.00	.00	.00	0
19077 REIMB FRM CAL TRANS	.00	.00	.00	.00	0
TOTAL REVENUES	<u>753,500.00</u>	<u>48,586.12</u>	<u>617,187.93</u>	<u>136,312.07</u>	<u>81</u>

**EXPENDITURES**

<b>051 SEWER</b>					
11001 SALARIES-FULL TIME	232,000.00	21,585.24	191,109.80	40,890.20	82
11002 SALARIES/PART-TIME	3,700.00	250.23	2,861.74	838.26	77
11004 OVERTIME WAGES	2,000.00	.00	788.30	1,211.70	39
11007 HEALTH INSURANCE	42,000.00	4,051.21	29,941.34	12,058.66	71
11008 DENTAL INSURANCE	5,200.00	404.45	3,638.88	1,561.12	69
11009 PERS EMPLOYEE/EMPLOY	62,000.00	5,760.38	50,644.60	11,355.40	81
11010 WORKERS COMPENSATION	23,000.00	2,135.31	19,023.63	3,976.37	82
11011 MEDICARE TAX	3,500.00	289.39	2,578.64	921.36	73
11013 PW-PART TIME SALARIE	.00	.00	.00	.00	0
11016 VEHICLE COMPENSATION	.00	.00	.00	.00	0
11017 FICA	400.00	15.52	149.12	250.88	37
11018 DUTY TIME	4,800.00	236.25	3,071.25	1,728.75	63
11022 P.A.R.S SYSTEM	58,000.00	5,448.36	47,976.06	10,023.94	82
11024 EMPLOYER COMP MATCH	7,300.00	649.00	5,268.50	2,031.50	72
11025 RETIREE HEALTH INSUR	35,000.00	2,366.98	16,660.35	18,339.65	47
11043 DISABILITY INSURANCE	5,000.00	377.90	3,520.96	1,479.04	70
11046 OPEB/POST EMP BENEFI	31,000.00	4,583.28	37,306.92	6,306.92-	120
12009 TRAINING	3,150.00	348.00	3,088.98	61.02	98
12010 HEAT,LIGHT,POWER	24,800.00	2,372.76	18,549.80	6,250.20	74
12011 ADVERTISING/PRINTING	200.00	58.80	168.76	31.24	84
12012 OFFICE SUPPLIES,POST	3,450.00	55.30	1,746.51	1,703.49	50
12013 COMMUNICATIONS	4,080.00	106.07	1,909.10	2,170.90	46
12014 MEETINGS, TRAVEL, CO	2,000.00	.00	136.98	1,863.02	6
12015 PROFESSIONAL/TECH. S	18,000.00	287.50	13,528.96	4,471.04	75
12017 WASTE FEES	1,230.00	100.80	903.80	326.20	73
12018 SPECIAL DEPT. SUPPLI	10,000.00	783.55	9,299.13	700.87	92
12019 MISC. DUES & SUBSCRI	620.00	.00	.00	620.00	0
13020 VEHICLE OPERATION	9,000.00	775.62	6,118.48	2,881.52	67
13021 SPECIAL EQUIP. OPERA	18,600.00	.00	18,089.99	510.01	97
13022 OFFICE EQUIP. OPERAT	2,650.00	94.67	1,238.95	1,411.05	46
14023 BUILDING OPERATION	.00	.00	.00	.00	0
15023 EXP-SMALL CLAIMS	200.00	.00	24.00	176.00	12
15024 RENTALS-REFUNDS	.00	.00	.00	.00	0
15026 CONTRACT SERVICES	.00	.00	.00	.00	0

STATEMENT OF BUDGETED REVENUES & EXPENDITURES COMPARED TO ACTUAL

002 SEWER FUND  
 PERIOD ENDING 3/31/10

	FINAL AMENDED BUDGET	***** ACTUAL ***** CURRENT PERIOD	***** YEAR TO DATE	OVER - UNDER BUDGET	% TO DATE
55027 TRANS TO FED/ST PROJ	.00	.00	.00	.00	0
56025 DEPRECIATION	.00	.00	.00	.00	0
56027 CAPITAL IMPROVEMENT	219,000.00	397.67	45,776.35	173,223.65	20
56028 CAPITAL EQUIPMENT	8,000.00	.00	.00	8,000.00	0
56029 CAPITAL EQUIP. REPLA	.00	.00	.00	.00	0
56032 CAP EXP - COP PAYMEN	11,200.00	5,557.50	11,115.00	85.00	99
56500 INTEREST	.00	.00	.00	.00	0
<b>TOTAL SEWER</b>	<u>851,080.00</u>	<u>59,091.74</u>	<u>546,234.88</u>	<u>304,845.12</u>	<u>64</u>
<b>TOTAL EXPENDITURES</b>	<u>851,080.00</u>	<u>59,091.74</u>	<u>546,234.88</u>	<u>304,845.12</u>	<u>64</u>
<b>NET REV &amp; EXPENDITURE</b>	<u>97,580.00-</u>	<u>10,505.62-</u>	<u>70,953.05</u>	<u>168,533.05-</u>	<u>72-</u>
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STATEMENT OF BUDGETED REVENUES & EXPENDITURES COMPARED TO ACTUAL

004 WATER FUND  
 PERIOD ENDING 3/31/10

	FINAL AMENDED BUDGET	***** ACTUAL ***** CURRENT PERIOD	YEAR TO DATE	OVER - UNDER BUDGET	% TO DATE
<b>REVENUES</b>					
39010 ESCSD/POLETA PROJECT	.00	.00	.00	.00	0
39012 WATER SERVICE COLLEC	1,147,000.00	70,492.51	943,340.67	203,659.33	82
39013 PENALTIES-WATER SERV	6,000.00	1,122.39	1,023.78	4,976.22	17
39014 REIMB SMALL CLAIMS	.00	.00	24.00	24.00-	0
39015 INTEREST ON BANK DEP	45,000.00	5,390.71	5,390.71	39,609.29	11
39016 WATER PERMITS	.00	.00	.00	.00	0
39017 WATER MISCELLANEOUS	2,000.00	300.00	4,876.47	2,876.47-	243
39018 REIMB FRM FED/ST GRA	.00	.00	.00	.00	0
39019 WATER ASSESSMENT FEE	.00	.00	.00	.00	0
39026 REIMB FRM CAL TRANS	.00	.00	.00	.00	0
TOTAL REVENUES	<u>1,200,000.00</u>	<u>77,305.61</u>	<u>954,655.63</u>	<u>245,344.37</u>	<u>79</u>
<b>EXPENDITURES</b>					
<b>050 WATER</b>					
01001 SALARIES-FULL TIME	243,000.00	22,466.28	193,366.43	49,633.57	79
01002 SALARIES/PART-TIME	3,700.00	250.43	2,785.74	914.26	75
01004 OVERTIME WAGES	3,500.00	.00	2,238.50	1,261.50	63
01007 HEALTH INSURANCE	48,000.00	4,212.52	30,467.45	17,532.55	63
01008 DENTAL INSURANCE	5,200.00	431.75	3,732.22	1,467.78	71
01009 PERS EMPLOYEE/EMPLOY	64,000.00	5,978.72	51,204.12	12,795.88	80
01010 WORKERS COMPENSATION	21,000.00	2,246.13	19,440.63	1,559.37	92
01011 MEDICARE TAX	4,000.00	297.88	2,623.65	1,376.35	65
01013 PW-PART TIME SALARIE	.00	.00	.00	.00	0
01016 VEHICLE COMPENSATION	.00	.00	.00	.00	0
01017 FICA	400.00	15.52	144.42	255.58	36
01018 DUTY TIME	4,500.00	236.25	3,071.25	1,428.75	68
01022 P.A.R.S SYSTEM	66,000.00	5,654.24	48,458.98	17,541.02	73
01025 RETIREE HEALTH INSUR	35,000.00	2,366.98	16,660.35	18,339.65	47
01042 UNEMPLOYMENT INS.	.00	.00	.00	.00	0
01043 DISABILITY INSURANCE	7,500.00	401.45	3,479.14	4,020.86	46
01046 OPEB/POST EMP BENEFI	30,000.00	.00	.00	30,000.00	0
02009 TRAINING	3,800.00	1,068.00	1,976.56	1,823.44	52
02010 HEAT,LIGHT,POWER	57,800.00	1,540.58	33,001.81	24,798.19	57
02011 ADVERTISING/PRINTING	600.00	67.65	412.82	187.18	68
02012 OFFICE SUPPLIES,POST	4,100.00	89.45	2,463.08	1,636.92	60
02013 COMMUNICATIONS	7,920.00	706.52	5,932.97	1,987.03	74
02014 MEETINGS, TRAVEL, CO	2,000.00	.00	.00	2,000.00	0
02015 PROFESSIONAL/TECH. S	25,070.00	447.50	10,685.56	14,384.44	42
02017 WASTE FEES	280.00	.00	47.00	233.00	16
02018 SPECIAL DEPT. SUPPLI	16,200.00	285.02	11,457.45	4,742.55	70
02019 MISC. DUES & SUBSCRI	695.00	.00	374.00	321.00	53
03020 VEHICLE OPERATION	9,000.00	417.95	4,228.34	4,771.66	46
03022 OFFICE EQUIP. OPERAT	2,650.00	46.72	855.37	1,794.63	32
04023 BUILDING OPERATION	.00	.00	.00	.00	0
05023 EXP-SMALL CLAIMS	200.00	.00	24.00	176.00	12
05024 RENTALS-REFUNDS	1,200.00	.00	.00	1,200.00	0
05027 TRANS TO FED/ST PROJ	.00	.00	.00	.00	0
05040 LITIGATION SERVICES	.00	.00	.00	.00	0
06025 DEPRECIATION	.00	.00	.00	.00	0

STATEMENT OF BUDGETED REVENUES & EXPENDITURES COMPARED TO ACTUAL

004 WATER FUND  
 PERIOD ENDING 3/31/10

	FINAL AMENDED BUDGET	***** ACTUAL ***** CURRENT PERIOD	YEAR TO DATE	OVER - UNDER BUDGET	% TO DATE
56027 CAPITAL IMPROVEMENT	799,000.00	90,055.80	427,943.93	371,056.07	53
56028 CAPITAL EQUIPMENT	8,000.00	.00	.00	8,000.00	0
56029 CAPITAL EQUIP. REPLA	.00	.00	.00	.00	0
56030 LOAN PAYMENT SET ASI	43,000.00	21,095.78	42,191.56	808.44	98
56032 CAP EXP - COP PAYMEN	11,200.00	5,557.50	11,115.00	85.00	99
56500 INTEREST	.00	.00	.00	.00	0
<b>TOTAL WATER</b>	<u>1,528,515.00</u>	<u>165,936.62</u>	<u>930,382.33</u>	<u>598,132.67</u>	<u>60</u>
<b>TOTAL EXPENDITURES</b>	<u>1,528,515.00</u>	<u>165,936.62</u>	<u>930,382.33</u>	<u>598,132.67</u>	<u>60</u>
<b>NET REV &amp; EXPENDITURE</b>	328,515.00-	88,631.01-	24,273.30	352,788.30-	7-
	=====	=====	=====	=====	=====



# 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

## Public Works Report

March 2010

### Water

1. Continued installing water meters at accounts classifications where we needed information on that type of classification:
  - 610 North Main Street (Giggle Springs)
  - 687 West Line Street (Country School House)
  - 730 Home Street (Seventh Day Adventist, church-school) second service.
  - 325 West Elm Street (Town House Apartments)
  - 980 Poleta Road (City of Bishop Waste Water Treatment Plant)
2. Opened bids and awarded contract for Option 2 (on Hanby from Line to Pine) to PE Pacific Engineering for the Hanby Avenue and May Street Utility Project based on their \$279,617 bid. Held preconstruction conference with PE.
3. Began preliminary work with ECO:LOGIC for the water SCADA project.
4. Completed construction of the Schley Street water main. This project installed 233 feet of 8 inch main, 6 services, and 2 fire hydrants.
5. Removed and replaced failed 1 1/4 inch galvanized water service at 286 West Elm Street.
6. Removed and replaced failed 1 1/2 inch curb stop valves at the following locations and installed valve boxes.
  - 262 Academy Avenue
  - 292 Academy Avenue
  - 386 West Pine Street
7. Began annual testing of back flow valves.
8. Installed valve boxes at 362 West Elm Street and 693 Keough Street.
9. Performed grounds maintenance at Wells 2 and 4.
10. Took monthly readings of all water meters.
11. Took routine bacteria samples.

12. Provided draft language to City Attorney for updates to Municipal Code concerning penalties, billing schedule, and use of meters.
13. Drafted Request for Proposals for new tank at Well 4 site.
14. Issued news releases concerning shut off of delinquent water accounts and the installation of water meters in Bishop.

### **Sewer**

1. During routine sewer video inspections crew found buried manhole on South Warren Street. Manhole is raised now and in use.
2. Retrofitted fresh water spray bar on the bar screen to use effluent water. This change saves over 80,000 gallons per day of fresh water.
3. Issued addendum for Keough and Hobson Sewer Improvements project to allow the trenchless installation of sewer laterals.
4. Opened bids for the Keough and Hobson Sewer Improvements project. The low bidder was Zenitram from Lancaster with a \$119,702 bid.
5. Repaired fences surrounding the 40 acre Sewer Pond Pasture lease.
6. Requested proposals to lease the 40 acre Sewer Pond Pasture.
7. Performed grounds maintenance at the Waste Water Treatment Plant.
8. Made routine inspections of grease interceptors.
9. Generated a No Spill Certification for the state and reported the same.
10. Performed routine main line cleaning in trouble areas.
11. Placed soil spoils from the Grove Street project in low areas of the 40 acre pasture.
12. Contacted headworks equipment manufactures, distributors, and the California Rural Water Association regarding headworks project.
13. Notified seven firms that submitted proposals on the headworks project that the consultant selection process would be paused for 1 to 2 months while city staff learned more about current headworks technology and equipment.
14. Discussed large amount of grease coming from sewer lateral from a prominent restaurant with restaurant management.
15. Visited waste water treatment plants in Ridgecrest, Rosamond, and near Bakersfield to see current headworks equipment in action and talk to operators of that equipment.

## **Streets**

1. Swept city streets and alleys.
2. Added DG backing to low shoulders along city streets with no curbs.
3. Patched Potholes where needed.
4. Advertised and opened bids for the Hanby Avenue Pavement Reconstruction Project. Granite Construction is the low bidder at \$312,535 for Construction Option 1.
5. Met with R. O. Anderson and possible environmental sub-consultants on Pine to Park path project to establish strategy and budget for new environmental effort on project.
6. Met with Caltrans and Local Transportation Commission (LTC) staff concerning LTC funding for an update of the Circulation element of the Bishop General Plan as well as Project Study Reports (PSR's) for a project on Warren Street and on East Line Street.
7. Identified two candidate projects for a potential second round of economic stimulus funding: West Elm from Main to Warren and West South from Main to Fowler.
8. Provided information to City Attorney regarding Grove Street Sidewalks project.
9. Attempted to clarify request to be involved in new signs for high school driveway naming effort.

## **Miscellaneous**

1. Attended driver awareness class.
2. Provided weekly safety meetings for Public Works Crew.
3. Attended herbicide application safety training.
4. Worked with the state and the Los Angeles Department of Water and Power (DWP) regarding the Bishop material site on Sunland Avenue.
5. Provided information regarding potential DWP development between Mandich and Jay Street.
6. Added a scrolling "current items" list to main City of Bishop web page and created current items page.
7. Attempted to understand and resolve the failure to obtain Community Development Block Grant funds for LIDAR project.



# CITY OF BISHOP

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## Public Works Report

April 2010

### Water

1. Continued installing water meters at accounts classifications where we needed information on that type of water use
  - 849 Home Street (Catholic Church)
  - 156 East Line Street (Masonic Temple)
  - 201 Home Street (Home Street School)
  - 984 Poleta Road (Eastern Sierra Community Service District WWTP)
  - 155 East Elm Street (Ramada Inn, east service)
  - 399 East Yaney (Shady Rest Trailer Park)
2. Pacific Engineering began construction of the Hanby Street water line.
3. Replaced failed 4 inch gate valve at the intersection of Moffett and East Line Street.
4. Continued to work with ECO:LOGIC for the SCADA project.
5. Located water service for customer at 274 May Street.
6. Began annual exercising of all main line valves.
7. Continued annual testing of back flow valves.
8. Installed valve boxes at 362 West Elm Street and 693 Keough Street.
9. Performed grounds maintenance at Wells 2 and 4.
10. Took monthly readings of all water meters.
11. Took routine bacteria samples.
12. Flushed all dead end water lines within the distribution system.
13. Met with City Administrator and City Attorney about potential change to Municipal Code related to water meters.

14. Met with Eastern Sierra Energy Foundation about potential energy and money savings opportunities with the wells.
15. Held safety meeting related to underground utility found during attempted installation of water meter at elementary schools.
16. Contracted with Triad Holmes for design of water line projects on May Street, Willow Street, North Third Street, Church Street, North Second Street, and Iris Street.

### **Sewer**

1. Replaced sewer lateral at 307 Hanby Avenue.
2. Retrofitted fresh water spray bar on the bar screen to use effluent water. This created a water savings of over 80,000 gallons per day.
3. Continued consultant selection process for the Headworks project.
4. Serviced electric motors and aerators at the waste water treatment plant.
5. Received three proposals to lease the 40 acre Sewer Pond Pasture lease.
6. Performed grounds maintenance at the Waste Water Treatment Plant.
7. Made routine inspections of grease interceptors.
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 Grove Street project in low areas of the 40 acre pasture.

### **Streets**

1. Held Preconstruction meeting for the Hanby Avenue Pavement Reconstruction project.
2. Cleaned plugged culvert under Sierra Street
3. Swept city streets and alleys.
4. Patched potholes where needed.
5. Participated in Inyo Local Transportation Commission and Eastern California Transportation Planning Partnership meetings.
6. Met with members of the community and with Bishop High School about proposed signs for high school driveways.
7. Released environmental document for Wye Road Intersection Improvements project for public comment.

8. Responded to three requests for changes to parking on various streets.

**Miscellaneous**

1. Assisted the Bishop High School and the Highway Patrol with the Every Fifteen Minutes Program by providing traffic control.
2. Provided weekly tail gate safety meetings.
3. Discussed potential restart of Inyo Mono Advocates for Community Action (IMACA) Silver Peak Apartments project at Mac Iver Street and Spruce Street.
4. Met with City of Los Angeles Department of Water and Power staff and Caltrans staff regarding potential development at the intersection of North Main Street (Highway 6) and Wye Road.
5. Discussed potential agreement with the Federal Emergency Management Agency (FEMA) related to updated flood studies for the Bishop area.
6. Continued work with Public Works Intern on improvements to the Bishop Geographic Information system.
7. Assisted preparation of notices for potential Community Development Block Grant projects.
8. Identified and responded to potential issue with sewer rate notices. Clarified how sewer rates were calculated.