

# **City of Bishop**

## **WATER AND SEWER COMMISSION AGENDA**

Date: November 14, 2006  
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).

### **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 September 12, 2006 subject for approval.

### **NEW BUSINESS**

- (2) Letter from Department of Water and Power dated 8/23/06 – Release of 75-acres – Hanby Street Parcel
- (3) Discussion to lower number of commission positions from 7 to 5.

### **OLD BUSINESS**

- (4) Draft proposal for water and sewer charges on vacant property
- (5) Water and Sewer Master Plan update
- (6) Update on SCE accounting
- (7) Grease Interceptors
- (8) Public Works Report – September and October

### **STAFF AND COMMISSION REPORTS**

**ADJOURNMENT:** The next regularly scheduled meeting will be January 9, 2007 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

**MINUTES**  
Water and Sewer Commission  
September 12, 2006

CALL TO ORDER:

Chairman Martin called the meeting to order at 7:03 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Martin

COMMISSISONERS PRESENT:

Cross, Martin, Bhakta and Underhill

COMMISSIONERS ABSENT:

P. Mathieu and F. Mathieu

OTHERS PRESENT:

Dave Grah, Public Works Director  
Deston Dishion, Public Works Superintendent  
Kathy Lehr, Secretary

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

No comments received.

APPROVAL OF THE MINUTES:

- (1) Chairman Martin stated that there is a correction to the minutes of the July 11, 2006 meeting. On Page 4, it should read "Vice Chairman Cross" adjourned the meeting of July 11, 2006.

MOTION:

Vice Chairman Cross moved to approve the minutes of the July 11, 2006 meeting with the correction as stated above.

MOTION CARRIED.

## NEW BUSINESS:

### (2) Water and Sewer Charges for Vacant Properties

Mr. Grah stated that we get requests from owners of vacant properties that are being charged for water and sewer that they not be charged. He stated that currently we charge for water and sewer if there is a hook up even if they are not used. He said that we should review and revise, if appropriate, and formalize this policy in writing and asked the commissioners for their input. In general, there are two sides to the issue – 1) properties should not be charged because they are not using water or sewer and should not pay for something they do not use; and 2) fees should continue to be charged even if property is vacant because having water and sewer available to the property increases value of property.

In the case of not charging for water and sewer that is not used, undeveloped property is pretty easy to deal with, but developed property that is currently vacant is harder. Some landlords would like to stop being charged if a unit is vacant, but it would be hard for the City know when tenants move in and out.

Vice Chairman Cross asked if the City's water and sewer rates charge for the availability of water. Mr. Grah said that traditionally the City is thought to not charge for water but for the system costs. Vice Chairman Cross said he's aware that the City does not have connection fees. Mr. Grah said that has been generally true but there are exceptions such as the two churches on Line Street that are outside the City limits and bought into our system. He said that the City so far does not have connection fees, but there is still potential for growth in the Bishop area and possibly a number of new residents, so connection fees may be in the future.

Chairman Martin asked about the possibility of installing lockable curb stop valves on vacant lots, multi residents or "mother-in-law" units where they are not occupied and have the property owner pay for the lockable valves. Vice Chairman Cross asked how the City defines a unit, and said that in Mammoth they use kitchens as their "unit". That way they can prove the number of units, but you actually have to have the City of Bishop do an inspection. Mr. Grah thought this was a good way to define a unit.

Commissioner Bhakta suggested that maybe a flat (reduced) rate could be implemented for vacant property.

Mr. Grah said that this is not a huge problem, but we do get calls; and in his opinion, feels that the residents should be charged. However, Mr. Grah also said that the feels the Water and Sewer Commission should have some input and discussion and get their opinion the charging of vacant property.

Chairman Martin suggested that if residents feel like they are being charged too much for water, they could have the option of installing a meter. He suggested that if a parcel requests relief from fees, one approach would be to establish a base rate equivalent to system-only costs (these costs would not include the cost of pumping water and the like) and usage costs (for pumping costs and the like), install a meter at the parcel at the requestor's expense, and charge these parcels on base rate plus usage. This approach could promote water conservation while addressing the issues of vacant properties.

Vice Chairman Cross asked what the City charges for vacant lots. Mr. Dishion stated that we charge one single family residential user equivalency (SFRUE) and that the vacant lots are usually vacant because a building has been demolished.

Chairman Martin said we need to come up with a proposal that we can submit to the City Council. Vice Chairman Cross said he would like to see what constitutes a second unit and Mr. Grah said that he liked the idea of each kitchen constituting a unit. Mr. Grah thanked the Commission for their ideas and input and that staff would draft a proposal for review at the November meeting.

#### OLD BUSINESS:

##### (3) Well 1 Update

Mr. Grah stated that we do not have a final report yet, but surprisingly and disappointedly Layne Christensen found fluoride throughout the well. He said it doesn't seem quite right as we don't have fluoride in our other wells. We are still thinking of going ahead and sealing off the bottom of the well if the cost isn't too high. He has no concrete number but feels that the well would probably last another 50 years. At present we have invested \$95,000 into the well. If we address the fluoride and replace the pump, it would probably bring the cost up to \$150,000. Arsenic has also been detected, but at a low level.

Another option is that we may be able to apply for a CDGB block grant for water work up to \$1 million and build a new well on Sunland Drive.

A further option considers that the Indian Creek Water District in West Bishop has new wells that are excellent producers and there's a possibility we could interconnect with them for emergency purposes in either system.

##### (4) SCE Accounting Update

Mr. Dishion said that he was still working on the charges for the wells.

##### (5) Master Plan

Mr. Grah stated that the Master Plan has been moving along slowly mostly waiting on Geographic Information System (GIS) information. The GIS information will come from the City's GIS consultant, and that consultant is waiting on system corrections from us. Nolte and subcontractors cleaned and videod 13,000 feet of sewer and inventoried the manholes so they are moving ahead as they are able. Preliminary information should be coming in the next few weeks. By the November meeting we should have more information for the commission.

(6) Public Works Reports – July and August

Mr. Dishion highlighted the reports for July and August.

Chairman Martin asked about the J Diamond project. Mr. Dishion said that the City had installed a 4" connection and that there have been no complaints from the park since they installed the bigger connection.

STAFF AND COMMISSION REPORTS:

Mr. Grah said that three of the Commissioners terms are up in November. Commissioners Bhakta and Cross said that they would like to continue to serve. We are waiting to hear from Commission F. Mathieu. It has been difficult to fill the commission vacancies and asked the Commission about possibility of decreasing the number from 7 to 5 Commissioners. Will be discussed later.

Well 3 – There's a possibility we can get state funds to get us started on a new well.

Vactor – Mr. Grah said that we will be going out to bid soon for a vactor truck.

Items to be discussed at next meeting:

1. Follow up on water and sewer charges proposal.
2. Grease Interceptors – Commissioner Bhakta suggested we get back in touch with the restaurants and set up a date to meet and discuss the interceptors. Chairman Martin suggested that new restaurants should view the interceptor videos.

ADJOURNMENT:

Chairman Martin adjourned the meeting at 8:30 P.M. The next regularly scheduled meeting will be Tuesday November 14, 2006 at 7:00 P.M. in the City Council Chambers.

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Clarence Martin, Chairman

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Kathy Lehr, Secretary

Department of Water and Power



the City of Los Angeles

ANTONIO R. VILLARAIGOSA  
Mayor

Commission  
MARY D. NICHOLS, *President*  
H. DAVID NAHAI, *Vice President*  
NICK PATSAOURAS  
EDITH RAMIREZ  
FORESCEE HOGAN-ROWLES  
BARBARA E. MOSCHOS, *Secretary*

RONALD F. DEATON, *General Manager*

August 23, 2006

RECEIVED  
AUG 28 2006  
CITY OF LOS ANGELES

Ms. Tanda Gretz  
Senior Planner  
County of Inyo  
Planning Department  
P.O. Drawer L  
Independence, CA 93526

Dear Ms. Gretz:

Subject: Release of 75-acres - Hanby Street Parcel  
Amendment of the Inyo/Los Angeles Long-Term Water Agreement

This is in response to your letter dated August 4, 2006 requesting comments by Los Angeles Department of Water and Power (LADWP) staff on the accuracy and adequacy of the project description proposed in your letter.

LADWP believes you should elaborate on the purpose and background of the project to fully describe the necessity and potential impacts, if any, associated with it. Section XV.A of the Inyo/Los Angeles Long-Term Water Agreement (Agreement) states that Inyo County has requested from the City of Los Angeles (City) to offer for sale 75 acres of City-owned land within general areas designated by boundary maps attached to the Agreement. The release of lands is to permit the orderly development of the towns within Inyo County. LADWP and Inyo County are to jointly confer on the location of and schedule for the sale of each parcel, and each parcel must be accessible to a public water system to serve the property after its sale. LADWP agreed to offer for sale, either at public auction or to the County for public purposes, said 75 acres, consistent with the requirements of the City Charter for the sale of real property.

During the negotiations between Inyo County and LADWP, Inyo County held public meetings to solicit public input on parcels proposed by Inyo County. Such meetings led to the City of Bishop requesting Inyo County to include properties surrounding the Bishop area. The Hanby Street parcel was identified by the City of Bishop and Inyo County as a desirable parcel. Since this property is located outside of the boundary maps identified in the Agreement and not accessible to a public water system, the sale of this property requires an amendment of the maps in the Agreement and a water service agreement between the City of Bishop and Inyo County, or the annexation of the property into the City of Bishop. LADWP agreed to support such an amendment provided that Inyo County and the City of Bishop secure a water service agreement or process an annexation of the property, which would allow the property to be served by a public water utility.

Water and Power Conservation . . . a way of life

Bishop, California mailing address: 300 Mandich Street • Bishop, CA 93514-3449 • Telephone: (760) 872-1104 • Fax (760) 873-0266  
111 North Hope Street, Los Angeles, California •  Mailing address: Box 51111 • Los Angeles, CA 90051-0100  
Telephone: (213) 367-4211 • Cable address: DEWAPOLA

Ms. Tanda Gretz  
Page 2  
August 23, 2006

As the requesting parties, the City of Bishop and Inyo County would be responsible for developing a water service agreement or processing an annexation, including all environmental documents. LADWP and Inyo County will be responsible for amending the Agreement. The project description in your letter states that the City of Bishop agrees to supply water to the property. LADWP requests a copy of this agreement or specifics on it. If boundaries are being established, LADWP will need to review and approve them before proceeding.

LADWP will be amending the size of the 16.7-acre parcel identified as APN 08-010-31. The Bishop Creek Canal and South Fork of Bishop Creek either flow along the border or across this property. The removal of certain areas and/or the reserving of easements in favor of the City will be made to protect operational needs. LADWP will need to physically identify property boundaries and adjust where necessary before quantifying dimensions. LADWP will do this once it has reviewed and approved the water or annexation agreement you are proposing. Please submit the proposed water or annexation agreement to our office at 300 Mandich Street, Bishop, California 93514-3449, attention Real Estate, for review.

If you have any questions regarding this matter, please write to us at the above-noted address.

Sincerely,

ORIGINAL SIGNED BY  
GENE L. COUFAL

Gene L. Coufal  
Manager  
Aqueduct Section

c: Inyo County Board of Supervisors  
Bishop City Council  
Mr. Rick Pucci  
Real Estate



**To:** Bishop Water and Sewer Commissioners  
**From:** David Grah, Director of Public Works  
**Subject:** Proposal for Water and Sewer Charges to Vacant Properties  
**Date:** 8 November 2006

**General:**

The City of Bishop Department of Public Works receives requests from owners of vacant properties to not charge those properties for water and sewer. At its September 2006 meeting the Bishop Water and Sewer Commission directed staff to develop a proposal to respond to these requests.

**Background:**

This was the topic of my 8 September 2006 memo to the Bishop Water and Sewer Commissioners. That memo outlined some of the issues involved, presented arguments heard concerning those issues, and presented related discussion topics to the Commission. Discussion at the September Water and Sewer Commission meeting resulted in direction to staff to develop a proposal to allow reduced and use-based charges for vacant properties.

See my 8 September memo for more background. It is available on the City website through the Bishop Public Works page.

**Potential Proposal:**

Requests for reduced rates for vacant properties could be granted if the owner, or requesting party, agrees to install (at their cost) a water meter. Once a water meter is in place, the property would be charged reduced water and sewer rates. I will use the term "base rates" for these reduced rates. The base rates would be set at a level that approximate the portion of the full rates that are devoted to system costs and would exclude usage costs. An example of a usage cost is the electrical cost to pump water out of a well. In the event the meter reading showed water was used, a usage charge would be added to the base rates both water and sewer. This added usage charge would be proportional to water usage and be calculated based on a reasonable average water consumption. The usage component would be set so that if that reasonable average amount of water was consumed between meter readings, the base rate plus the usage component would equal the full rates that would be charged to the property (at least in the case of a single family residence unit equivalent or SFRUE). To reduce the cost of reading meters, especially for vacant properties that would use little or no water, meters would be read quarterly.

**Example Rates:**

To provide an example of base and usage rates, elements of the Bishop 2006/2007 water and sewer budgets were categorized as being related to system costs, to usage costs, or to neither. The system costs, on which base rates would follow, and usage costs were totaled and the percentage of that total was calculated for water and for sewer.

Using this method, water was calculated to be 84% base and 16% usage. Using a \$30 per month rate those percentages equate to about \$25 base and \$5 usage for a SFRUE for water. Sewer was calculated to be 94% base and 6% usage. Using a \$17 per month rate those percentages equate to about \$16 base and \$1 usage for a SFRUE for sewer. The spreadsheets used to make these calculations are attached.

The higher usage percentage for water compared to sewer reflects the larger portion of the total water budget that is spent on pumping. The water budget pays to pump water out of the ground and through the distribution system whereas sewer flows largely flow by gravity through the system and treatment plant.

If meter reading shows that no water is used, water and sewer charges would be \$25 and \$16 respectively. If the property used a reasonable average, say calculated as 185 gallons per person per day and 2 people for each SFRUE or about 11,000 gallons per month, the charges would match standard SFRUE rates, \$30 water and \$17 sewer. If the property used twice a reasonable average of water in a month, say 22,000 gallons, water and sewer charges would be \$35 and \$18 (the base rates plus twice the usage portions of the standard rates).

**Discussion:**

Although this approach and calculations described here are a rough first look, the general approach seems entirely workable. On the other hand, the small portion of the standard rates calculated to be related to usage would make it very hard for a water and sewer customer to justify the cost to install water meter. Although there are benefits to the City of installing water meters, expenditures for the City to install meters for properties requesting reduced rates would need to be prioritized against other work and would probably not fare well.

Unless the portion of the standard rates attributable to usage can be calculated higher, it is unlikely the approach described here would be desirable to owners or ratepayers of vacant property.

**Recommendation:**

I recommend that those requesting reduced or eliminated water and sewer charges for vacant properties in the future, be asked if they are interested in the potential proposal presented here. If sufficient interest is found, the calculation methods could be refined and an ordinance prepared for consideration by the City Council. Without this interest, I do not suggest further action.

WATER							
CITY OF BISHOP							
BUDGET WORKSHEET							
2006-2007							
WATER UA50				System		Usage	
51001	Salaries - Full time		\$ 231,000.00				
51002	Salaries - Part time		\$ 7,500.00				
51007	Health Insurance		\$ 46,500.00				
51008	Dental		\$ 5,500.00				
51009	PERS		\$ 62,000.00				
51010	Workers Compensation		\$ 42,000.00				
51011	Medicare		\$ 3,600.00				
51018	Duty		\$ 4,500.00				
51022	PARS		\$ 45,000.00				
51025	Retiree Health		\$ 28,000.00				
51043	Disability		\$ 6,500.00				
51004	OVERTIME		\$ 2,000.00				
52009	TRAINING						
	Training for New Employees		\$ 1,000.00				
	Continuing education		\$ 1,500.00				
	Recertification fees (Grade I \$50/Grade II \$65/Backflow \$60)		\$ 600.00				
	Safety		\$ 700.00				
	Water seminar (Rural Water)		\$ 1,500.00				
52010	HEAT, LIGHT, POWER						
	Wells #1, 2, & 4 and chlorinator		\$ 85,000.00	0%	\$ -	100%	\$ 85,000.00
	Propane		\$ 2,000.00	0%	\$ -	100%	\$ 2,000.00
52011	ADVERTISING AND PRINTING						
	Bid notices, notices when water is being shut off		\$ 300.00				
52012	OFFICE SUPPLIES						
	Postage for water samples		\$ 200.00	100%	\$ 200.00	0%	\$ -
	Postage for Consumer Confidence Report		\$ 300.00	100%	\$ 300.00	0%	\$ -
	Postage for billing		\$ 1,800.00	100%	\$ 1,800.00	0%	\$ -
	Forms for billing		\$ 1,300.00	100%	\$ 1,300.00	0%	\$ -
	Supplies		\$ 500.00	100%	\$ 500.00	0%	\$ -
	Drafting supplies		\$ 200.00	100%	\$ 200.00	0%	\$ -
	Administration		\$ 700.00	100%	\$ 700.00	0%	\$ -
52013	COMMUNICATIONS						
	Phone		\$ 2,000.00	100%	\$ 2,000.00	0%	\$ -
	Alarm \$50 per month (4 lines)		\$ 2,400.00	100%	\$ 2,400.00	0%	\$ -
	System controls (12 x 120/mo) Lease Lines		\$ 1,440.00	100%	\$ 1,440.00	0%	\$ -
	Cell Phones		\$ 1,200.00	100%	\$ 1,200.00	0%	\$ -
	USA Fees		\$ 400.00	100%	\$ 400.00	0%	\$ -
	Internet		\$ 200.00	100%	\$ 200.00	0%	\$ -
52014	TRAVEL						
	AWWA/CRWA		\$ 500.00	100%	\$ 500.00	0%	\$ -
	League of Calif. Cities (50/51)		\$ 500.00	100%	\$ 500.00	0%	\$ -
	League District meetings (50/51)		\$ -	100%	\$ -	0%	\$ -
	Financial Management (50/51)		\$ -	100%	\$ -	0%	\$ -
	Physical at Sansum (50/51)		\$ -	100%	\$ -	0%	\$ -
	General Training Travel		\$ 2,000.00	100%	\$ 2,000.00	0%	\$ -
52015	PROFESSIONAL AND TECHNICAL						
	Inyo County Health Department samples		\$ 1,500.00	100%	\$ 1,500.00	0%	\$ -
	Inyo County CUPA fee		\$ 100.00	100%	\$ 100.00	0%	\$ -
	Inyo Co. Taxes (Shop & Wells)		\$ 200.00	100%	\$ 200.00	0%	\$ -
	State regulation fees		\$ 4,000.00	100%	\$ 4,000.00	0%	\$ -
	Test contaminated soils		\$ 500.00	100%	\$ 500.00	0%	\$ -
	Equipment rental (G23/UA50/UA51)		\$ 500.00	100%	\$ 500.00	0%	\$ -
	Data processing		\$ 600.00	100%	\$ 600.00	0%	\$ -
	Consumer Confidence Report		\$ 1,200.00	100%	\$ 1,200.00	0%	\$ -
	DG Pit fees (50/51)		\$ 100.00	100%	\$ 100.00	0%	\$ -
	Computer Software support (50/51)		\$ 800.00	100%	\$ 800.00	0%	\$ -
	Long Term Planning		\$ -	100%	\$ -	0%	\$ -
	Inspect, clean & repair water storage tank		\$ -	100%	\$ -	0%	\$ -
	Physical for Dept. Heads (50/51)		\$ -	100%	\$ -	0%	\$ -
	Synthetic/Organics (\$3000 every 3 yrs - Next - 2008)		\$ -	100%	\$ -	0%	\$ -
	Clinical Lab Testing		\$ 7,000.00	100%	\$ 7,000.00	0%	\$ -
	Pest Control		\$ -	100%	\$ -	0%	\$ -
	Audit		\$ 1,500.00	100%	\$ 1,500.00	0%	\$ -
52017	WASTE FEES						
	Water related materials that need to be dumped at the Sunland Landfill		\$ 500.00	100%	\$ 500.00	0%	\$ -
52018	SPECIAL DEPARTMENT SUPPLIES						
	Chlorine supplies		\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00
	Repairs, parts, miscellaneous (pumps, motors, water line repair)		\$ 2,500.00	100%	\$ 2,500.00	0%	\$ -
	Safety clothes						
	Coveralls--cleaning \$8/mo, x 12 months	\$ 100.00					
	Shirts--cleaning	\$ -					
	Winter jackets (odd years '03,'05,etc) 7@ \$100	\$ -					

	Vests (8 x \$20)	\$ 160.00					
	Pants (4 ea. X up to \$30)	\$ 960.00					
	Shoes (2 pairs ea. up to \$100 each)	\$ 1,600.00					
	Hard hats (14 x \$7)	\$ 100.00					
	Eye/ear protection	\$ 300.00					
	First aid supplies	\$ 500.00					
	Gloves	\$ 300.00					
	Coveralls (7 x \$80)	\$ 560.00					
	Rain Gear	\$ 200.00					
	Rubber Boots	\$ 560.00					
		\$ 5,340.00	\$ 5,340.00	100%	\$ 5,340.00	0%	\$ -
52018	SPECIAL DEPARTMENT SUPPLIES (Con't)						
	Divide into Sewer & Water \$5340		\$ 2,670.00	100%	\$ 2,670.00	0%	\$ -
	Bottles and mailers for samples		\$ 200.00	100%	\$ 200.00	0%	\$ -
	Stock of materials		\$ 3,000.00	100%	\$ 3,000.00	0%	\$ -
	Fire hydrant, repair and replacement (2 @ 2000)		\$ 4,000.00	100%	\$ 4,000.00	0%	\$ -
52019	SUBSCRIPTIONS						
	AWWA Dues		\$ 300.00	100%	\$ 300.00	0%	\$ -
	Purveyor Cross Connection		\$ 100.00	100%	\$ 100.00	0%	\$ -
	Bishop Creek Water Association		\$ 200.00	100%	\$ 200.00	0%	\$ -
	Health Program		\$ -	100%	\$ -	0%	\$ -
	Rural Water Association		\$ 400.00	100%	\$ 400.00	0%	\$ -
	Inyo Register		\$ 75.00	100%	\$ 75.00	0%	\$ -
	U.S.A. (\$300 divided into 50/51)		\$ 150.00	100%	\$ 150.00	0%	\$ -
	APWA (50/51)		\$ 150.00	100%	\$ 150.00	0%	\$ -
	P.E. Registration (50/51)		\$ 150.00	100%	\$ 150.00	0%	\$ -
53020	VEHICLE OPERATIONS						
	Gasoline		\$ 2,000.00	100%	\$ 2,000.00	0%	\$ -
	Diesel		\$ 2,000.00	100%	\$ 2,000.00	0%	\$ -
	Maintenance		\$ 1,000.00	100%	\$ 1,000.00	0%	\$ -
	Major repairs		\$ 2,500.00	100%	\$ 2,500.00	0%	\$ -
	DMV license renewal		\$ -	100%	\$ -	0%	\$ -
53022	OFFICE EQUIPMENT OPERATION						
	Software -Water CAD, GIS, Autocad, GPS		\$ 1,500.00	100%	\$ 1,500.00	0%	\$ -
	Postage machine		\$ 500.00	100%	\$ 500.00	0%	\$ -
	Office equipment--1/2 of computer (50/51)		\$ 1,000.00	100%	\$ 1,000.00	0%	\$ -
	Xerox Lease UA50/UA 51		\$ 600.00	100%	\$ 600.00	0%	\$ -
54023	BUILDING OPERATIONS						
			\$ 100.00	100%	\$ 100.00	0%	\$ -
55023	EXPENDITURE SMALL CLAIMS						
			\$ 500.00	100%	\$ 500.00	0%	\$ -
55024	RENTAL						
	Water Reservoir Site (DWP)		\$ 1,500.00	100%	\$ 1,500.00	0%	\$ -
56027	CAPITAL IMPROVEMENTS						
	Valve Boxes		\$ 4,000.00	100%	\$ 4,000.00	0%	\$ -
	Main St. Fire Hydrant replacement (Caltrans Project)		\$ 25,000.00	100%	\$ 25,000.00	0%	\$ -
	Master Water Plan/Development		\$ 50,000.00	100%	\$ 50,000.00	0%	\$ -
	Small diameter line replacement		\$ 50,000.00	100%	\$ 50,000.00	0%	\$ -
	Well #1 Improvements		\$ 100,000.00	100%	\$ 100,000.00	0%	\$ -
	Automatic Shop Gate		\$ 1,800.00	100%	\$ 1,800.00	0%	\$ -
	SCADA		\$ 100,000.00	100%	\$ 100,000.00	0%	\$ -
56028	CAPITAL EQUIPMENT						
	Wire Feed Welder		\$ 1,000.00	100%	\$ 1,000.00	0%	\$ -
	Portion Ford Ranger (Std Cab, 2wd)		\$ 5,000.00	100%	\$ 5,000.00	0%	\$ -
56029	CAPITAL REPLACEMENT						
56030	LOAN PAYMENT SET ASIDE		\$ 43,000.00	100%	\$ 43,000.00	0%	\$ -
56032	LOAN PAYMENT FOR CORPORATION YARD						
	COP Repayment		\$ 11,200.00	100%	\$ 11,200.00	0%	\$ -
<b>TOTAL WATER UA50</b>			<b>\$ 1,035,275.00</b>		\$ 457,575.00		\$ 88,000.00
					84%		16%
			Rate per month->	\$ 30.00	\$ 25.16		\$ 4.84

SEWER						
CITY OF BISHOP						
BUDGET WORKSHEET						
2006-2007						
SEWER UA51				System		Usage
51001	Salaries - Full time		\$ 227,000.00			
51002	Salaries - Part time		\$ 7,500.00			
51007	Health Insurance		\$ 46,000.00			
51008	Dental		\$ 5,000.00			
51009	PERS		\$ 62,000.00			
51010	Workders Compensation		\$ 42,000.00			
51011	Medicare		\$ 3,500.00			
51018	Duty		\$ 5,800.00			
51022	PARS		\$ 45,000.00			
51025	Retiree Health		\$ 2,300.00			
51043	Disability		\$ 6,200.00			
51004	OVERTIME					
			\$ 1,000.00			
52009	TRAINING					
	Training for New Employees		\$ 400.00			
	Recertification fees (Grade I 95/Grade II 130)		\$ 600.00			
	Continuing Education		\$ 400.00			
	Safety		\$ 1,000.00			
	Sewer Seminar (Rural Water)		\$ 500.00			
52010	HEAT, LIGHT, POWER					
	Electric		\$ 15,000.00	0%	\$ -	100% \$ 15,000.00
	LPG		\$ 6,000.00	0%	\$ -	100% \$ 6,000.00
52011	ADVERTISING AND PRINTING					
	Bid & Hydrocleaning notices		\$ 100.00	100%	\$ 100.00	0% \$ -
52012	OFFICE SUPPLIES					
	Copying, grants, forms		\$ 600.00	100%	\$ 600.00	0% \$ -
	Drafting supplies		\$ 100.00	100%	\$ 100.00	0% \$ -
	Administration supplies		\$ 1,000.00	100%	\$ 1,000.00	0% \$ -
	Postage for billing		\$ 1,800.00	100%	\$ 1,800.00	0% \$ -
	Forms for billing		\$ 1,300.00	100%	\$ 1,300.00	0% \$ -
52013	COMMUNICATIONS					
	Telephone		\$ 2,000.00	100%	\$ 2,000.00	0% \$ -
	USA		\$ 400.00	100%	\$ 400.00	0% \$ -
	Alarm		\$ 500.00	100%	\$ 500.00	0% \$ -
	Cell phones		\$ 1,200.00	100%	\$ 1,200.00	0% \$ -
	Internet		\$ 200.00	100%	\$ 200.00	0% \$ -
52014	TRAVEL					
	League of California Cities		\$ 500.00	100%	\$ 500.00	0% \$ -
	AWWA/CRWA		\$ 500.00	100%	\$ 500.00	0% \$ -
	League, District meetings		\$ -	100%	\$ -	0% \$ -
	Financial Management (50/51)		\$ -	100%	\$ -	0% \$ -
	Physical at Sansum (50/51)		\$ -	100%	\$ -	0% \$ -
	General Training Travel		\$ 2,000.00	100%	\$ 2,000.00	0% \$ -
52015	PROFESSIONAL AND TECHNICAL					
	Testing sewer samples and monitoring wells		\$ -	100%	\$ -	0% \$ -
	Hydrocleaning		\$ 3,000.00	100%	\$ 3,000.00	0% \$ -
	Inyo County CUPA fee		\$ 200.00	100%	\$ 200.00	0% \$ -
	Inyo County Taxes (Sewer Plant, Lift Sta., Ponds)		\$ 500.00	100%	\$ 500.00	0% \$ -
	Discharge Fees		\$ 6,500.00	100%	\$ 6,500.00	0% \$ -
	Test Contaminated soils		\$ 500.00	100%	\$ 500.00	0% \$ -
	Equipment Rentals (23/50/51)		\$ 500.00	100%	\$ 500.00	0% \$ -
	Sludge Monitoring		\$ 500.00	100%	\$ 500.00	0% \$ -
	DG Pit fees		\$ 100.00	100%	\$ 100.00	0% \$ -
	Computer software support (50/51)		\$ 800.00	100%	\$ 800.00	0% \$ -
	Long Term Planning		\$ -	100%	\$ -	0% \$ -
	Physical for Department Heads		\$ -	100%	\$ -	0% \$ -
	Pest Control		\$ 1,000.00	100%	\$ 1,000.00	0% \$ -
	Audit		\$ 1,500.00	100%	\$ 1,500.00	0% \$ -
	Repair of electrical motors, clarifier repairs, motor repairs		\$ 3,000.00	100%	\$ 3,000.00	0% \$ -
52017	WASTE FEES					
	Sewer related materials that need to be dumped at the Sunland Landfill		\$ 500.00	0%	\$ -	100% \$ 500.00
52018	SPECIAL DEPARTMENT SUPPLIES					
	Safety clothes (see list in Water)		\$ 2,670.00	100%	\$ 2,670.00	0% \$ -
	Rodder parts		\$ 1,000.00	100%	\$ 1,000.00	0% \$ -
	Sewer laterals		\$ 1,000.00	100%	\$ 1,000.00	0% \$ -
	Stock repair parts and tools		\$ 2,000.00	100%	\$ 2,000.00	0% \$ -
52019	SUBSCRIPTIONS					
	ASCE		\$ 240.00	100%	\$ 240.00	0% \$ -
	APWA		\$ 150.00	100%	\$ 150.00	0% \$ -
	P.E. Registration (50/51)		\$ 150.00	100%	\$ 150.00	0% \$ -

	CRWA			\$ 200.00	100%	\$ 200.00	0%	\$ -
	USA			\$ 150.00	100%	\$ 150.00	0%	\$ -
53020	VEHICLE OPERATIONS							
	Gasoline			\$ 2,000.00	100%	\$ 2,000.00	0%	\$ -
	Diesel			\$ 2,000.00	100%	\$ 2,000.00	0%	\$ -
	Maintenance			\$ 1,000.00	100%	\$ 1,000.00	0%	\$ -
	Major Repairs			\$ 2,500.00	100%	\$ 2,500.00	0%	\$ -
	DMV license renewal			\$ -	100%	\$ -	0%	\$ -
53022	OFFICE EQUIPMENT OPERATION							
	Computer 1/2 service charge (50/51)			\$ 1,000.00	100%	\$ 1,000.00	0%	\$ -
	Postage machine			\$ 500.00	100%	\$ 500.00	0%	\$ -
	Software			\$ 1,500.00	100%	\$ 1,500.00	0%	\$ -
	Xerox Lease (\$153 x 12) UA50/UA51			\$ 600.00	100%	\$ 600.00	0%	\$ -
54023	BUILDING OPERATIONS							
	Building Maintenance			\$ 100.00	100%	\$ 100.00	0%	\$ -
55023	EXPENDITURE SMALL CLAIMS							
				\$ 500.00	100%	\$ 500.00	0%	\$ -
55026	CONTRACT SERVICES							
56027	CAPITAL IMPROVEMENTS							
	Sewer Master Plan/Development Fees			\$ 120,000.00	100%	\$ 120,000.00	0%	\$ -
	Pond Improvements-Head gates/culverts/diversion boxes			\$ 7,500.00	100%	\$ 7,500.00	0%	\$ -
	Automatic Shop Gate			\$ 1,800.00	100%	\$ 1,800.00	0%	\$ -
	Vactor			\$ 175,000.00	100%	\$ 175,000.00	0%	\$ -
56028	CAPITAL EQUIPMENT							
	Wire Feed Welder			\$ 1,000.00	100%	\$ 1,000.00	0%	\$ -
	Portion Ford Ranger (Std cab, 2WD)			\$ 5,000.00	100%	\$ 5,000.00	0%	\$ -
			TOTAL	\$ 6,000.00	100%	\$ 6,000.00	0%	\$ -
56029	CAPITAL REPLACEMENT							
56032	LOAN PAYMENT FOR CORPORATION YARD							
	COP repayment (G23/50/51)			\$ 11,200.00				
	<b>TOTAL SEWER UA51</b>			<b>\$ 854,760.00</b>		<b>\$ 365,860.00</b>		<b>\$ 21,500.00</b>
						94%		6%
				Rate per month->	\$ 17.00	\$ 16.06		\$ 0.94

# **PUBLIC WORKS REPORT**

## **September 2006**

### **WATER**

1. Removed and replaced failed curb stop valve and installed a valve box at 175 N. Fowler Street.
2. Continued with annual valve exercising program.
3. Performed major grounds maintenance at both Wells 2 and 4.
4. Made minor repairs and performed annual service to sodium hypochlorite generator.
5. Assisted owner of the Starlight Motel in locating his curb stop valve.
6. Took routine weekly and monthly water samples.
7. Replaced exhaust fan motor in the chlorination room at Well 4.
8. Took monthly readings of all water meters.
9. Assisted the Elm Street School with shut off of domestic water.
10. Finalized a plan to complete the Well 1 project.
11. Made final changes on water main, valves and hydrants maps for GIS consultant.
12. Inventoried and ordered water main repair clamps in preparation of the water leak season.

### **SEWER**

1. Cleaned plugged sludge line between the primary and secondary digesters at the Wastewater Treatment Plant.
2. Cleared weeds and debris from the Wastewater Treatment Plant grounds.
3. Cleaned sludge and grit drying beds.

4. Made routine inspections of grease interceptors.
5. Had NO plugged sewers to clean this month.
6. Began advertisement for bids for Sewer Cleaning Truck.

## **STREETS**

1. Completed the major portion of the Home Street Improvement Project. Striping and pavement markings are all that remain to complete the project.
2. Patched potholes and gutters on all City Streets.
3. Swept City streets and alleys.
4. Repaired and/or replaced various street signs.
5. Removed downed tree branches from streets and alleys after high winds.

## **MISCELLANEOUS**

1. Assisted Search and Rescue with flags on 9/11.
2. Did a complete clean-up of both the large and small shops.
3. Performed routine maintenance and made minor repairs to Public Works equipment.
4. Provided weekly "Tail Gate" safety meetings.
5. Hauled off trash and debris from Fowler Street Pit to the Sunland Landfill.
6. Cleaned trash and weeds from Shop planters.
7. Swept Fairgrounds for Jim Tatum.

# **PUBLIC WORKS REPORT**

## **October 2006**

### **WATER**

1. Completed the Well 1 rehabilitation project. This work included sealing the bottom 225' of the well with concrete and installing a variable speed drive.
2. Performed a complete service of all pump motors at City wells.
3. Exercised all fire hydrant valves.
4. Installed new fire hydrant valve boxes at 2 locations.
5. Took monthly readings of water meters.
6. Made minor adjustments to variable frequency drive at Well 2.
7. Flushed and sampled Well 1.
8. Assisted the United States Geological Survey (USGS) team with comprehensive sampling at Wells 1 and 4.
9. Took routine weekly and monthly water samples.
10. Continued with Water Master Plan and GIS efforts.
11. Repaired backflow valve at the Wastewater Treatment Facility.

### **SEWER**

1. Disced and removed debris from Ponds 5 and 6.
2. Re-installed rebuilt sludge pump at the Wastewater Treatment Facility.
3. Performed routine maintenance and irrigated the 40 acres pasture land behind the sewer ponds.
4. Turned on diversion structure at Wye Road and Highway 6.
5. Removed weeds and debris from within the Wastewater Treatment Facility.
6. Made routine inspections of Grease Interceptors.
7. Assisted Eastern Sierra Community Services District by providing seed sludge for start up of their digester.
8. Continued with Wastewater Master Plan and GIS efforts.

## **STREETS**

1. Sierra Nevada Construction completed painting and street markings on Home Street.
2. City of Bishop Public Works crew installed all new street signs on Home Street.
3. Reviewed, commented and returned Home Street Improvement Project “As-built” for completion of final set.
4. Surveyed flow lines on First Street and Clarke Street as part of an effort to improve drainage.
5. Removed and replaced approximately 100 feet of asphalt at the intersection of Clarke and South Second Streets in the flow line to improve drainage.
6. Swept all City streets and alleys.
7. Installed thermoplastic “Stops and Bars” at various locations.
8. Patched several potholes and gutters on City streets.
9. Repaired and/or replaced various street signs.
10. Painted green curb and installed new parking restriction signs in front of Suddenlink, per City of Bishop Resolution.

## **MISCELLANEOUS**

1. Re-painted striping and markings in Police Department parking lot.
2. Repaired hydraulic leak and performed maintenance on street sweeper.
3. Completely cleaned up and reorganized large shop.
4. Performed maintenance and made minor repairs to heavy equipment and light trucks.
5. Ordered new F-150 pick-up truck.
6. Surveyed area west of Spruce Street in anticipation of the Silver Peak Apartments.