

City of Bishop
WATER AND SEWER COMMISSION AGENDA

Date: May 8, 2007
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.

CORRESPONDENCE - Letter from Terry Bowyer, dated 3/19/07

APPROVAL OF MINUTES

- (1) Minutes of the Water and Sewer Commission meeting held on March 13, 2007 subject for approval.

NEW BUSINESS

- (2) Recommendation to City Council regarding rate study – Consulting Firm or Internal
- (3) Select Commissioners to attend City Council Meeting June 11, 2007

OLD BUSINESS

- (4) Nolte presentation on status of Water and Sewer Master Plan
- (5) Public Works Report for March and April

STAFF AND COMMISSION REPORTS

ADJOURNMENT: The next regularly scheduled meeting will be July 10, 2007 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

Terry Bowyer
725 W. Elm St.
Bishop 93514



March 19, 2007

Dear City of Bishop - Water and Sewer Commission:

Subject: Water and Sewer fee increases.

The 15 March 2007 Water and Sewer Commission News Release has been received.

Many of us that chose to live in Bishop with a fixed-income, did so with a budget compatible with the not-so-long-ago water and sewer rate of \$232 per year.

At the town-hall meetings of February, 2004, when rates were announced to more than double, it was proclaimed that rates would eventually be reduced after 4-5 years of improvements.

Like many longer-time residents of Bishop, my family is not part of the new economic affluency engulfing the City.

Please, may the Commission consider fee increase exemptions for residents of over 10-years and with taxable incomes of under \$10,000?

Let new residents, aware of current conditions and budgeting concerns, receive the increases. And, allow those of us who budgeted for life in Bishop at \$232 per year, to remain within reason of our anticipated cost-of-living.

Thank-you for your time and attention.

Sincerely,

Terry Bowyer

MINUTES
Water and Sewer Commission
March 13, 2007

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Vice Chairman Cross

COMMISSISONERS PRESENT:

P. Mathieu, Cross, Bhakta, and Underhill

COMMISSIONERS ABSENT:

Martin

OTHERS PRESENT:

Dave Grah, Public Works Director
Deston Dishion, Public Works Superintendent
Kathy Lehr, Secretary
James Owens, Nolte
Council Member Susan Cullen
Council Member Jeff Griffiths
Brian Atkins, Bishop Paiute Tribe

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) Vice Chairman Cross asked if there were any additions or corrections to the minutes of the January 9, 2007 meeting.

MOTION:

Vice Chairman Cross moved to approve the minutes of the January 9, 2007 meeting as written.

MOTION CARRIED.

NEW BUSINESS:

(2) A presentation by Nolte on the Water and Sewer Master Plan

Mr. Grah introduced James Owens, Project Manager for Nolte who will be making a presentation on the update of the Water and Wastewater Master Plan. He also introduced Susan Cullen and Jeff Griffiths, council members and Brian Atkins, Bishop Paiute Tribe. Nolte and the City have been working with the tribe looking at areas we can cooperate with outside agencies to best use our assets.

Mr. Owens thanked the Commission for inviting him and will bring the commission up to date as to where they are with Master Plan and answer any questions the commissioners may have.

Mr. Owens reviewed the Master Plan Objectives:

- A. Outline necessary improvements to water and sewer systems
- B. Develop alternatives and recommend projects to address deficiencies
- C. Schedule projects and develop a capital improvement Plan (CIP)
- D. Identify options for project funding from Federal or State Agencies.

Mr. Owens said that one thing they wanted to do was to try and coordinate water and sewer projects with other projects; for example street projects. He reviewed the completed activities which included sewer televising and cleaning and manhole investigation. He concluded that most of the manholes are in good conditions; approximately 30 were identified as needing immediate attention and about 30 that can be done at a later time. They did find a lot of cracked pipes, bulging pipes and even some areas where groundwater was infiltrating.

Upcoming activities include the completion of water and sewer models – which they are working with Enplan at the present time - and the formulation of Capital Improvement Plans.

Water Deficiencies include fluctuating in water pressure due to pipeline restrictions and difficulty in conveying sufficient water in the event of a fire. Having so many different types and sizes of pipe throughout the City means the City has to store that many different types of pipe. Should work to have uniformity in size and material. There are also dead end pipelines that need to be looped. We have no back-up well in the event Wells 2 and 4 are out of service. Well 1 can't be relied on because of water quality

issues. There is a need to implement the valve and hydrant replacement and improvements.

Wastewater Deficiencies include the City not being able to serve all areas in the City. Some areas are served by Eastern Sierra Community Services District. We need improvements at the plant. The digesters have been in service 50 years and are beyond their expected life span. The City will need to comply with stricter State regulatory requirements. Over the next five years the State Water Quality Control Board will require reduction in sanitary sewer overflows and there will be an increase of waste discharge requirements. We need to be able to isolate individual ponds and drain ponds for inspection.

Mr. Grah stated that the City, the Tribe and ESCSD have been working together to make the best out of the assets we have. We can use our existing capacity to enhance revenue by taking on more flow from the ESCSD and the Tribe.

Mr. Owens identified Water Projects:

(1) System looping and standardization of pipelines. This would improve the system, save manpower and increase capacity in the system. (2) Backup water source – Constructing a new well would be the City's first choice; however interconnecting with the Tribe and/or the Indian Creek Water District would be alternatives. (3) Valve and hydrant replacement program and (4) Emergency interconnection.

Jeff Griffiths asked about Emergency interconnections. Mr. Grah explained that Indian Creek Water District has an excess of pumping capacity and that both the City and the District could benefit if we could connect to supplement our flow. Mr. Grah said the leans toward meeting its water needs with its own wells, but the cost of a new well is about three million dollars verses \$700, 000 to interconnect with Indian Creek. Indian Creek is very close to our well and the Tribe water system pipes actually cross over our pipes. We would still like to pursue a new well, Well 3, but these alternatives are worth checking into. Susan Cullen asked if we had contacted Indian Creek and Mr. Grah said we had and that they are interested in working with the city. Vice Chairman Cross asked if we were looking at a short term solution by interconnecting with Indian Creek and Mr. Grah said that it would provide short term benefits but also be a long term asset to us. Jeff Griffiths asked about interconnecting with so many different types and sizes of pipe. Mr. Owens said that the City has 2", 4", 6" and 8" pipe in the system now and the 2" pipe would be the first to eliminate, and as we replace pipe start working toward standardization of size and to PVC pipe.

Mr. Owens continued on with the Wastewater Projects:

(1) Manhole recoating. (2) Pipeline replacements and lining. (3) Improvement to the Wastewater System such as sludge handling, digesters, light and storage. (4) Trunk sewer – Need to improve trunk sewer for the opportunity to maybe take flow from ESCSD where the sewers cross and hopefully to eliminate the Johnston Drive Lift

Station. (5) Emergency interconnection with ESCSD (could be handled by 4) (6) Cover for clarifier to protect the equipment and (7) Pond improvements.

Mr. Grah said that he and Mr. Dishion had been working with Mr. Owens all day to go over the current drafts of the water and wastewater Master Plans. They also discussed matrixes of system deficiencies, alternatives, solutions and costs. Mr. Grah said that we will be managing the assets and managing the needs over the next several years.

Mr. Owens said that there are several ways to help pay for some of the improvements:

1. Grants
2. Ways to use assets we have and are not using (working with other entities)
3. Reducing costs (water usage, etc.)
4. Water and sewer fees

Vice Chairman Cross asked what the time frame is in completing the Master Plan and Mr. Owens said that he hoped to have a completed document by June. Mr. Grah said that we would be holding two rate information meetings. The first one will be held on March 20 and the second one on April 24. The document won't be done by then, but should be more refined by the time of the second meeting. Vice Chairman Cross said at these meeting the people will inquire about where their money is going and will want to know if the rates will continue to go up. Mr. Grah said that one of the things in the Ordinance that was passed to increase the rates, stated that a thorough rate review will be done in 2008. He said that these current rate increases are going to put us about right. When we get these rates in place we will continue to make our way with improvements. James Owens said that price of materials and construction can go up at least 10 percent in a year.

Commissioner Mathieu asked if we would be hiring an outside consulting firm to do the rate study as it is very costly to do that. She said that the residents were not happy with hiring an outside firm before and asked if it could be done another way. Mr. Grah said the idea is to have an independent look and evaluation. Pat asked if that was something that Nolte could do. Mr. Grah said they would already have experience and an insight, but we cannot pre-select. At least looking at someone that already has an interest would be more cost effective. You have to look at the expense of going outside or the risk of being biased going internal. Commissioner Mathieu asked who makes the determination. Mr. Grah says the City Council sets the water rates however they look to the Water and Sewer Commission for direction. We will discuss at the May meeting whether we will go to a consulting firm outside or stay internal. Commissioner Cross asked if it would be possible to have Mr. Owens come back to our May meeting after having more time to look at the draft plan.

(3) News Release

Mr. Grah stated that we are coming up to the last of four rate increases started in July of 2003. During the City Council campaigns recently, a number of the residents expressed concerns about the water and sewer rates and where their money is going. The City Administrator asked the Water and Sewer Commission to create a news release. A draft copy was given to you earlier and, after incorporated discussion at this meeting, with your approval, we would like to publish it tomorrow. Vice Chairman Cross said that the press release is a great idea to get people informed; however he would like to see the “metered” rate (in Mammoth Lakes) stated more clearly as a minimum base rate. Perhaps compare it to Bishop usage for a day. The way it reads now, it looks like Mammoth’s water rate is less than Bishop’s. Jeff Griffiths said that we are doing something with the money we have raised and we need to let the residents know and the press release is a great idea.

Commissioner Underhill asked about bringing some of the old and corroded pipes that have been replaced to the public meetings to show what conditions some of our pipes are in. Commissioner Bhakta asked if there was a way to give a cost estimated of a certain length of pipe to show the public how much it costs to replace a certain length of pipe. Mr. Grah said that in the draft Master Plan, it shows the cost per foot so we do have those values.

(4) Rate Information Meetings (3/20 and 4/24)

Mr. Grah stated that these rate information meetings are a build on to the news releases and also a legal requirement to the rate increase beginning in July. There are two meetings scheduled – one on the 20th of March in the City Council Chambers and the second one scheduled for April 24 in the auditorium. We will issue a news release to try and generate interest and get the folks that have concerns to attend. We hope to build citizen support and commission support. The legal requirement has been recently put into effect – any property related increase, the property owners need to have the opportunity to reject that increase. If property owners reject the request to increase the rates then we don’t have a choice. Every property owner in the City of Bishop will get a notice of these meetings. There will be a public hearing scheduled on June 11 before the City Council after the two rate information meetings.

Vice Chairman Cross asked if the two information meetings would be held in the same manner as these meetings – Will they be informal or how will they be run. Mr. Grah said that is something we need to decide tonight. Vice Chairman Cross suggested that Mr. Grah and Mr. Dishion be there to present information and have the commission available to listen to the public and hear what they have to say and perhaps answer questions. The commission agreed to have an informal meeting with no agenda. Susan Cullen said that the public just want answers. Be flexible and available to answer questions. Pat Mathieu said that we need to remind the people that it doesn’t necessarily mean that the rates will increase; they could reduce or maintain, and that the rates will not take such a huge increase all at once again.

Vice Chairman Cross asked about having one or more representatives from the Water and Sewer Commission to participate in the public hearing at the June 11 meeting. Susan Cullen said that she would like to see the commissioners present.

OLD BUSINESS

(5) Public Works Reports for September and October

Mr. Dishion reviewed the monthly reports. He stated that they installed a water meter at the Our Water Works for information reasons. It's expensive but they will try and install meters at some laundramats, beauty shops and barber shops as they can. Also, a new fire hydrant was installed and paid for by the Willow Apartments.

STAFF AND COMMISSION REPORTS:

Items to be discussed at the May 8 meeting:

NEW BUSINESS:

1. Make recommendation to City Council to confirm if we will go outside (Consulting Firm) or internal regarding rate study
2. Select commissioners to attend City Council Meeting June 11, 2007

OLD BUSINESS:

1. Nolte presentation on Status of Water and Sewer Master Plan
2. Public Works Report March and April

ADJOURNMENT:

Vice Chairman Cross adjourned the meeting at 9:00 P.M. The next regularly scheduled meeting will be Tuesday, May 8, 2007 at 7:00 P.M. in the City Council Chambers.

Forrest Cross, Vice Chairman

Kathy Lehr, Secretary



CITY OF BISHOP

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Notice of Public Hearing **Water and Sewer Rates**

You are receiving this because you are identified in Inyo County Tax Assessor records as an owner of property located in the City of Bishop. As you are probably aware, the last of a series of water and sewer rate increases in the City of Bishop is scheduled to go into effect on July 1, 2007. The Bishop City Council will hold a hearing on this increase at its regular meeting June 11, 2007. The meeting will be in the Bishop City Council Chambers located at 301 West Line Street, Bishop, California and will begin at 7:30 pm. Any person interested, including all water and sewer customers of the City of Bishop, may appear and be heard on any matter relating to the proposed increase in water and sewer rates.

The City of Bishop Water and Sewer Commission issued press releases and held two public meetings, one March 20, 2007 and one on April 24, 2007, to provide information and to gather input on the water and sewer systems, those systems needs and finances, and the proposed rate increases. The City of Bishop Water and Sewer Commission has passed its recommendations on to the Bishop City Council.

The combined rate of water and sewer charges that will go into effect on July 1, 2007 is \$52 per month, which is the sum of \$32 per month for water and \$20 per month, for sewer for a single family residence. The new water rate amounts to a \$2 per month increase from the previous \$30 per month rate. The new sewer rate amounts to a \$3 per month increase from the previous \$17 per month. Previous combined increases were from \$35 per month (\$24 for water; \$11 for sewer) to \$42 per month (\$28 for water; \$14 for sewer). All rate increases were put into effect by Bishop City Council Resolution 04-06 dated February 23, 2004. Rates for properties other than single family residences are based on single family residence rates and are shown on the attached summary. At its 11 June 2007 meeting, the City Council will consider adopting a resolution to restate and reset water and sewer rates.

City of Bishop water and sewer fees are set at the lowest level that will allow the replacement of deteriorated pipes and facilities before they collapse, the placement of larger and more pipes and new hydrants so the fire department has adequate water for fire suppression, the addition and operation of equipment required by new health and environmental requirements, other improvements that reduce the overall costs to operate the systems, and the maintenance of prudent cash reserves for emergencies.

City of Bishop

Water and Sewer Single Family Residence Unit Equivalents (SFRUE)

Customer	SFRUE	Per
Single Family Residence	1.000	Each
Multiple Family Residence	0.800	Each
Church	1.000	Each
plus Recreation Hall	1.000	Each
Hospital	1/3	Bed
Lodge Hall	1.000	Each
plus Bar	1.000	Each
Elementary School	0.040	Student
High School	0.040	Student
Other School	0.032	Student
Fairgrounds	7.000	Each
Gas Station	0.400	Island
Car Wash	3.000	Stall
Beauty or Barber Shop	1.000	Each
Bar	0.080	Seat
Hotel or Motel		
Manager Unit	1.000	Each
Rental Unit	0.250	Each
Laundry	3.000	Each
Landromat	0.800	Washer
Restaurant	0.100	Seat
Trailer Dump Station	2.000	Each
Other Facilities	1.000	Toilet



CITY OF BISHOP

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PUBLIC WORKS REPORT

March 2007

WATER

1. Installed a 1" Water Service at Alta One.
2. Installed a 3/4" Water Service at 274 Lagoon Street.
3. Installed Valve Boxes at the following locations:
 - 298 May Street
 - 274 Lagoon Street.
4. Potholed Water Main on MacIver in several locations in anticipation of the MacIver Street Rehabilitation Project.
5. Took weekly Bacteria Samples.
6. Continued with the Water Master Plan efforts.
7. Took monthly readings of all water meters.
8. Inspected installation of a new 10" Water Main at the Northern Inyo Hospital.
9. Took delivery of the new 250 kW Generator, which will serve as Back-up power to Wells 2 and 4.
10. Performed Grounds maintenance at Well 2.

SEWER

1. Cleaned plugged sewers at the following locations:
 - The intersection of North Third and Elm Streets.
2. Inspected construction of new a new Sewer Lateral at Alta One.
3. Made routine inspections of Grease Interceptors.

4. Hydrocleaned the Sewer Main on East Pine from Main Street to Howard Street.
5. Removed Brush and performed maintenance on the Trunk Line access road.
6. Cleaned Grit Drying Beds.
7. Irrigated the 40 acre Pasture south of the Sewer Ponds.
8. Completed several more Manhole Investigations as part of the Master Plan.
9. Burned weeds along fence lines and dikes at the Sewer Ponds.
10. Performed annual maintenance on the aerators.
11. Guided Doug Fey, State Water Quality Control Board Inspector through the Waste Water Treatment Plant to make his inspection.

STREETS

1. Swept all City streets and alleys.
2. Completed annual Crack Sealing Operations.
3. Repaired and or replaced various Street Signs.
4. Patched Potholes on various streets.
5. Removed and replaced an 18" Culvert on Hanby Street just south of Yaney Street.
6. Removed fallen tree limbs from City streets and sidewalks after heavy winds.
7. Patched potholes and sealed cracks on the Sierra Street Bike Path.
8. Restriped the City Parking Lot behind The Black Sheep Espresso Bar to accommodate their new patio area.
10. Removed approximately 150' of Yellow Curb on Pine Street adjacent to the High School.

MISCELLANEOUS

1. Assisted the Bishop Chamber of Commerce with the Blake Jones Tout Derby by Supplying them with Cones and Barricades.
2. Began construction of an Automatic Gate at the Public Works Yard.

3. Swept all City streets and alleys.
4. Performed maintenance on Sweepers and Light Trucks.
5. Cleaned trash and debris from Shop planters.

PUBLIC WORKS REPORT

April 2007

WATER

1. Began annual mainline valve exercising program.
2. Potholed fire hydrants on Main Street that will be replaced during the Caltrans Rehab Project.
3. Removed concrete pad and bollards from Well 2 to accommodate new landscaping.
4. Continued annual backflow valve testing.
5. Inspected and tested new water mains at the Northern Inyo Hospital.
6. Continued with the Water Master Plan efforts.
7. Took weekly bacteria samples.
8. Took monthly readings of all water meters.
9. Performed grounds maintenance at Well 1.
10. Assisted Motel 6 with repair of a water leak in adjacent alley.

SEWER

1. Cleaned plugged sewers at the 600 block of Sycamore Street.
2. Constructed a new 4" sewer lateral for the future Fendon's warehouse on Willow Street.
3. Made routine inspections of grease interceptors.
4. Completed work on the trunk line access road.
5. Cleaned sludge drying beds.
6. Irrigated the 40 acre pasture south of the Sewer Ponds.
7. Cleaned weeds and debris from inside the Wastewater Treatment Plant compound.
8. Installed a new gas mixer at the Wastewater Treatment Plant.

STREETS

1. Swept all City streets and alleys.
2. Repaired and/or replaced various street signs.
3. Patched several potholes and gutters on City streets.
4. Completed a survey of South Street from Main Street to Third Street. This work was preliminary surveying that will lead to the construction of new curb and gutter.
5. Began annual painting of curbs, streets and parking lots.
6. Inspected sidewalk construction at the Fendon's project on Willow Street.
7. Provided weed control on City streets and alleys.

MISCELLANEOUS

1. Attended the Resident Engineers Academy in San Luis Obispo.
2. Swept all City streets and alleys.
3. Performed maintenance on sweepers and light trucks.
4. Cleaned trash and debris from Shop planters.
5. Provided assistance to the Fire Department with inspections at the Fire Training Tower Construction Project.
6. Attended Caltrans pre-construction for the Main Street Rehab Project.