

CITY OF BISHOP  
CITY COUNCIL MINUTES  
BUDGET WORKSHOP  
NOVEMBER 14, 2013

CALL TO ORDER	Mayor Pro Tem Ellis called the meeting of the Bishop City Council Budget Workshop to order at 9:05 a.m. in the Executive Conference Room 377 West Line Street, Bishop, California.
COUNCIL PRESENT	Councilmembers David Stottlemyre, Patricia Gardner, Keith Glidewell Mayor Pro Tem Jim Ellis
COUNCIL ABSENT	Mayor Laura Smith was absent and excused.
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Robin Picken, Assistant City Clerk Cheryl Solesbee, Assistant Finance Director Ray Seguine, Fire Chief Chris Carter, Police Chief David Grah, Public Works Director/City Engineer Tawni Thomson, Executive Director of the Bishop Area Chamber of Commerce & Visitors Bureau Several other members from the public
PUBLIC COMMENT	Mayor Pro Tem Ellis announced the public comment period. No public comment was provided.
ADD URGENCY ITEM TO BUDGET WORKSHOP AGENDA Motion/Stottlemyre	City Administrator Caldwell introduced an urgency item brought forward for Council's consideration regarding an increase in expenditures for the Wye Road Project.  Councilmember Stottlemyre made a motion to approve adding the urgency item to consider an increase in expenditures for the Wye Road Project to the Budget Workshop agenda. Motion passed 4-0.
URGENCY ITEM - INCREASE AUTHORIZED EXPENDITURES FOR THE WYE ROAD INTERSECTION IMPROVEMENT PROJECT Motion/Gardner	Public Works Director Grah provided Council with an update to the Wye Road Intersection Improvement Project and explained the request to increase the cost to this project.  After a brief discussion, Councilmember Gardner made a motion to approve the authorization of an increase in expenditures of up to \$582,565.93 through the construction contract with Marzano and Sons for the Wye Road Intersection Improvement Project. Motion passed 4-0.
REQUEST BY COUNCILMEMBER GLIDEWELL	Councilmember Glidewell requested that Item #2 on the agenda, Discuss Information Technology, be discussed first. All agreed to switch Information Technology to the beginning of their discussions.

Discussion was held on the following agenda items:

DISCUSS INFORMATION  
TECHNOLOGY  
(1)

Councilmember Glidewell gave Council a brief overview of the current research on information technology that he has done so far (software, hardware, and tablets/workbooks).

He requested Council's feedback on the purchase of a tablet/workbook to go forward with a paperless agenda. It was his understanding that the Council will primarily be using these tablets/workbooks to read documents, watch videos of possible Council and/or Commission meetings, and to store documents. Through his research, he found that most users preferred having an actual keyboard to type on versus a touch pad.

Council reviewed the cost of purchasing the new tablets/workbooks for Council and will later discuss the purchases needed for staff. The costs involved in producing a paper packet and the possibility of changing some benefits to Council in order to save money in the Council's budget was discussed.

After a thorough discussion of Council's concerns, it was agreed that staff would continue to research other software solutions, do a needs assessment for each department, and to outline the costs and benefits involved with any possible changes to our current systems. A timeline of suggested changes, if any, will be outlined and brought back to Council for their consideration.

Councilmember Stottlemire asked that a discussion on the tablets/workbooks be placed on the November 25, 2013 Study Session agenda.

BREAK

The meeting was recessed at 10:18 a.m. and Mayor Pro Tem Ellis reconvened the meeting at 10:25 a.m.

DISCUSS TAXES  
(2)

City Administrator Caldwell introduced the next item for discussion, Taxes. Councilmember Stottlemire reviewed with Council the taxes already discussed: 1) Crash Tax – is off the table. 2) Transient Occupancy Tax (TOT) and a Tourism Business Improvement District (TBID) – we will continue to work with the Chamber of Commerce and the lodging community. 3) We have looked at a tourism or pass through tax. 4) Sales Tax – needs to go through the County, and 5) Transaction Use Tax (TUT) – need to discuss further.

After a lengthy discussion on Sales Tax and TUT, it was agreed that the Council will need to look at the pros and cons of these taxes and to continue discussions with Inyo County to determine their interest and level of participation in any changes to these taxes.

SCHEDULE NEXT  
BUDGET WORKSHOP  
(3)

It was agreed that the next Budget Workshop will be held on Wednesday, December 11, 2013 from 3:00 p.m. – 6:00 p.m. in the Executive Conference Room. Topics for discussion will be Taxes, Information Technology (IT), Council Meetings (change

in hours/frequency), Leasing of Properties, Economic Updates, and Franchise Agreements.

Police Chief Carter gave Council an update on dispatch and police services. Council asked that police services be added to the November 25, 2013 Study Session to continue discussions.

ADJOURNMENT

Mayor Pro Tem Ellis adjourned the meeting at 11:43 a.m. to the Study Session scheduled for Monday, November 25, 2013 at 4:00 p.m. in the City Council Chambers.

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JIM ELLIS, MAYOR PRO TEM

Attest: Keith Caldwell, City Clerk

By: \_\_\_\_\_  
Robin Picken, Assistant City Clerk