

"SMALL TOWN WITH A BIG BACKYARD"



COUNCIL AGENDA PACKET

APRIL 14, 2014



CITY OF BISHOP

CITY COUNCIL MEETING AGENDA

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

NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the City Clerk at 760-873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 13.102-35.104 ADA Title II)

Any writing that is a public record that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at City Hall, 377 West Line Street, Bishop, California during normal business hours. Government Code § 54957.5(b)(1). Copies will also be provided at the appropriate meeting.

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

MONDAY, APRIL 14, 2014
7:00 P.M.

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

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

DEPARTMENT HEAD REPORTS

Updates on department activities will be given by the Department Heads

- A. Fire Chief Ray Seguire
- B. Police Chief Chris Carter
- C. Public Works Director/City Engineer Dave Grah
- D. City Administrator/Community Services Director Keith Caldwell

COUNTY OF INYO UPDATE – Second District Supervisor Jeff Griffiths.

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

(1)

FOR APPROVAL/FILING

Minutes

- (a) Study Session – March 10, 2014
- (b) Council Meeting – March 10, 2014
- (c) Council Budget Workshop (9) – March 20, 2014
- (d) Council Special Meeting – March 20, 2014

- (e) Study Session – March 24, 2014
- (f) Council Meeting – March 24, 2014
- (g) Request to surplus found property – Memo Log #BPD-016-14
- (h) Planning Commission Meeting – February 25, 2014
- (i) Public Works Building Permits Report – March 2014

FOR INFORMATION/FILING

Minutes
Reports

PUBLIC HEARINGS

- (2) CITY FEES AND CHARGES FY 2014-2015 – A public hearing will be held to hear and consider public comment on proposed fees and charges for Fiscal Year 2014-2015. No action is requested at this meeting on the proposed increases in fees.

NEW BUSINESS

- (3) SEWER TRUNK REPLACEMENT PROJECT – WORK ORDER 4 – Council consideration to approve Work Order 4 and authorize the expenditure not to exceed \$30,955 under this work order and \$146,615 under the contract – Public Works.
- (4) SECOND INCREASE TO AUTHORIZED EXPENDITURES FOR WYE ROAD PROJECT – Council consideration to authorize the expenditure of up to \$605,000 through the construction contract with Marzano and Sons for the Wye Road Intersection Improvement Project – Public Works.
- (5) OPENGOV, INC. SOFTWARE AGREEMENT – Council consideration to renew agreement with OPENGOV, INC. for financial transparency software – Finance.

COUNCIL AND COMMITTEE REPORTS

ADJOURNMENT

Friday, April 25, 2014 – 9:00 a.m. Council Budget Workshop (10) – Executive Conference Room
Monday, April 28, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Monday, May 12, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Tuesday, May 27, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Monday, June 9, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Monday, June 23, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers



CITY OF BISHOP

STUDY SESSION AGENDA

Council Chambers - 301 West Line Street - Bishop, California

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

MONDAY, APRIL 14, 2014
4:00 p.m.

CALL TO ORDER

ROLL CALL

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

SCHEDULED DISCUSSION

1. Traffic Calming on West Elm Street
2. Information Technology
3. Taxes
4. Current 7:00 p.m. agenda items
5. Future agenda items
6. Department Head Reports

DISCUSSION

1. Councilmember Laura Smith
2. Councilmember David Stottlemire
3. Councilmember Glidewell
4. Mayor Pro Tem Pat Gardner
5. Mayor Jim Ellis

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code § 54957.6 – Agency designated representative: City Administrator Keith Caldwell - Employee Organization: Bishop Police Officers Association.

REPORT ON CLOSED SESSION AS REQUIRED BY LAW

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

AGENDA PLANNING FOR UPCOMING MEETINGS

APRIL 14, 2014
STUDY SESSION
DISCUSSION ITEM # 5

FRIDAY – APRIL 25, 2014 BUDGET WORKSHOP

9:00 AM – Executive Conference Room

- TBID Update – Chamber of Commerce & Visitors Bureau Executive Director Tawni Thomson
- Team Building
- Review Budget Process

MONDAY – APRIL 28, 2014 MEETINGS

4:00 PM

- Discussion on City Core Parking Areas
- CLOSED SESSION: Public Employee Performance Evaluation – Title: Police Chief

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- PUBLIC HEARING – Fees and Charges for City Services FY 2014-2015
- Resolution adopting Fees and Charges for City Services FY 2014-2015
- PRESENTATION – Recognition of Interim City Attorney Peter E. Tracy
- Consideration to approve the City of Bishop's Policy and Guidelines on the use of Electronic Communication Systems – Administration
- Consideration to approve consultant agreement for the update to the Economic Development Element – Planning
- RESOLUTION – Council consideration to adopt a resolution approving the temporary closure of Main Street and West Line Street and the re-routing of traffic due to parade for the calendar year 2014 - Public Works
- Consideration to approve the Pine to Park Path Project construction contract – Public Works
- Consideration to approve a contract amendment for construction support by R.O. Anderson for the Pine to Park Path Project – Public Works

MONDAY – MAY 12, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented June 9

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Approve consultant agreement to update the Economic Development Element - Planning
- Approve street closure for Bishop Union High School Graduation – Public Works

4/10/2014 8:56 AM

TUESDAY – MAY 27, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- RESOLUTION – Calling for the holding of a General Municipal Election to be held on Tuesday, November 4, 2014
- RESOLUTION – Requesting the Board of Supervisors of the County of Inyo to consolidate a General Municipal Election to be held on Tuesday, November 4, 2014 with the Statewide General Election
- RESOLUTION – Adopting regulations for candidates for elective office pertaining to candidates statements submitted to the voters at an election to be held on Tuesday, November 4, 2014

MONDAY – JUNE 9, 2014 MEETINGS

4:00 PM

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7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Vehicle Fuel Supply – (Ends 6/30/14)

MONDAY – JUNE 23, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – JULY 14, 2014 MEETINGS

4:00 PM

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7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)

MONDAY – JULY 28, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

4/10/2014 8:56 AM

MONDAY – AUGUST 11, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented September 8

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Planning and Building Bi-Annual Report (Feb/Aug) - Planning

MONDAY – AUGUST 25, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Waste Disposal Services (Ends 9/9/14)

MONDAY – SEPTEMBER 8, 2014 MEETINGS

4:00 PM

- Discuss and set dates for Budget Hearings

7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Request to advertise for bids for Propane Provider (Ends 10/31/14)

MONDAY – SEPTEMBER 22, 2014 MEETINGS

4:00 PM

-

7:00 PM

- PRESENTATION – Recognition of City Administrator Keith Caldwell
- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

TUESDAY – OCTOBER 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Award bid – Propane Provider (Effective 11/1/2014)

4/10/2014 8:56 AM

MONDAY – OCTOBER 27, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – NOVEMBER 10, 2014 MEETINGS

4:00 PM

- Selection of Quarterly Citizen Award to be presented December 8

7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Adoption of Preliminary 2015-2016 Budget - Finance
- State of the City 2013-2014 – Administration (K.Caldwell)
- Reorganization – Selection of Mayor and Mayor Pro Tem – FOLLOWING 2014 ELECTION
- Review of Mayoral Committee Appointments – FOLLOWING 2014 ELECTION

MONDAY – NOVEMBER 24, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

MONDAY – DECEMBER 8, 2014 MEETINGS

4:00 PM

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7:00 PM

- Presentation of Quarterly Citizen Award
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Resolution declaring the results of the November 4, 2014 election for 2 Council Members and City Treasurer
- Certificates of Election / Oath of Office
- Reorganization – Selection of Mayor and Mayor Pro Tem

MONDAY – DECEMBER 22, 2014 MEETINGS

TYPICALLY CANCELLED

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)

4/10/2014 8:56 AM

MONDAY – JANUARY 12, 2015 MEETINGS

4:00 PM

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7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Miss City of Bishop and Miss Teen City of Bishop Quarterly Report
- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)

MONDAY – JANUARY 26, 2015 MEETINGS

4:00 PM

-

7:00 PM

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1a

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
MARCH 10, 2014

CALL TO ORDER	Mayor Ellis called the meeting to order at 4:04 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.
COUNCIL PRESENT	Council Members Laura Smith, David Stottlemyre, Keith Glidewell Mayor Pro Tem Pat Gardner Mayor Jim Ellis
COUNCIL ABSENT	None
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Robin Picken, Assistant City Clerk Peter Tracy, Interim City Attorney Lorraine Ray, Assistant Finance Director Ray Seguine, Fire Chief Chris Carter, Police Chief David Grah, Public Works Director/City Engineer Gary Schley, Public Services Operator
PUBLIC COMMENT	The Mayor announced the public comment period. No public comments were provided.
SCHEDULED DISCUSSION	Discussion was held on the following Study Session agenda items:
1. Discuss speed control on Elm Street – Scott Patterson	Bishop Resident Scott Patterson apologized to Council for not being present at the February 24, 2014 Study Session. He thought he was supposed to be on the agenda for the Regular Council Meeting that day and showed up at 7:00 p.m. instead. After hearing the monitoring results on Elm Street that was done by the Bishop Police Department, he still feels that speeding still occurs on Elm Street. He invited Council to have coffee with him from 8:15 – 8:45 a.m. to witness the traffic going on at that time in the morning. He would like to see speed limit signs or speed bumps installed in the area. In order to get further feedback from residents in that area, Public Works Director Grah advised Council that staff was currently putting together a survey that will be sent out to residents who live in the area of West Elm St. and Home Street. The survey will ask for their comments on various speed calming measures, and if they feel it is needed. Police Chief Carter agreed that the survey will assist in reflecting the concerns in the area and will also assist in the proper correction to the problem.
2. Current 7:00 p.m. agenda items	Discussion was held on the upcoming agenda items for the evening meeting. Questions were answered by staff as needed.
3. Future agenda items	The list of future agenda items was reviewed.

4. Department Head Reports

Reports were given as appropriate.

COUNCIL DISCUSSION

Council Members had no comments or inquiries. No action was taken.

CLOSED SESSION

Closed Session began at 5:02 p.m. Council reconvened at 6:15 p.m.

Report on Closed Session:

1. PUBLIC EMPLOYMENT –
TITLE: CITY ADMINISTRATOR

Mayor Pro Tem Gardner motioned to advertise the City Administrator's position in the Western City Magazine – April 2014 Edition. Motion passed 5-0.

Ayes: Mayor Pro Tem Gardner, Councilmembers Smith, Stottlemyre, Glidewell, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

2. REAL PROPERTY
NEGOTIATIONS – Conference
with Real Property Negotiator
pursuant to Government Code
Section 54956.8 (Property APN
001-123-19; 001-123-20; 001-
123-21 Bishop, California)
Negotiating Parties – City
Administrator and Administrative
Office of the Courts –
Negotiations – Terms and
conditions.

No action was taken.

ADJOURNMENT

The meeting was adjourned at 6:15 p.m. to the regular meeting scheduled at 7:00 p.m.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
MARCH 10, 2014

CALL TO ORDER Mayor Ellis called the meeting of the Bishop City Council to order at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

INVOCATION The invocation was given by Pastor Brett Newman of the Calvary Baptist Church followed by the Pledge of Allegiance led by Councilmember Stottlemyre.

COUNCIL PRESENT Councilmembers Laura Smith, David Stottlemyre, Keith Glidewell
Mayor Pro Tem Pat Gardner
Mayor Jim Ellis

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, Interim City Attorney
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer

PUBLIC COMMENT The Mayor announced the public comment period.

Bishop resident (since 1951) Chuck Kilpatrick addressed Council with his thoughts on the parking lot behind City Hall. He feels that parking has always been an issue ever since parking was taken off of Main Street. He asked that Council consider setting up a sub-advisory group, made up of himself and several other long time residents in Bishop, to further discuss the sale of the parking lot with staff and/or the Planning Commission.

No further public comments were provided.

PRESENTATIONS

PRESENTATION OF THE QUARTERLY CITIZEN AWARD – ROBERTA CUMMINGS (1) Council presented the Quarterly Citizen Award to Roberta Cummings.

**DEPARTMENT HEAD
REPORTS**

Reports from Administration, Community Services, Police, and Public Works were given on the departments' activities including upcoming and ongoing projects.

INYO COUNTY UPDATE

Second District Supervisor Jeff Griffiths provided an update on Inyo County business and activities.

**MISS CITY OF BISHOP AND
MISS TEEN CITY OF
BISHOP QUARTERLY
REPORTS**

Pageant Program Coordinator Kristina Roberts introduced Miss City of Bishop Chelsea Smart and Miss Teen City of Bishop Callie Kruse. Ms. Smart and Ms Kruse provided an update on their current activities.

**CONSENT CALENDAR
(2)
Motion/Glidewell**

A motion was made by Councilmember Glidewell to approve the Consent Calendar as presented. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

FOR INFORMATION/FILING

(a) Water and Sewer Commission Agenda – 3/11/2014

(b) Planning Commission Minutes – January 28, 2014

(c) Public Works Report – January 2014

(d) Public Works Report – February 2014

(e) Public Works Building Permits Report – February 2014

(f) Letter from Los Angeles Department of Water & Power dated 2/27/14

**PUBLIC
HEARINGS/ACTIONS**

**PUBLIC HEARING -
ENVIRONMENTAL REVIEW
– GENERAL PLAN UPDATE
– HOUSING ELEMENT
(3)**

Public Services Officer Schley reviewed the Initial Study and Negative Declaration for the proposed City of Bishop 2014 Housing Element Update with Council.

Mayor Ellis opened the public hearing to hear and consider public input on an Initial Study and Negative Declaration for the proposed City of Bishop 2014 Housing Element Update.

No public comments were provided.

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to close the public hearing. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell,

Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**GENERAL PLAN UPDATE –
HOUSING ELEMENT**

(4)

Motion/Stottlemyre

Following the public hearing, Council reviewed the environmental assessment.

Councilmember Stottlemyre made a motion to approve the Negative Declaration of Environmental Impact, making a finding that there are no significant cumulative impacts, or substantial adverse impacts on human beings, or substantial adverse impacts on fish or wildlife or sensitive species or cultural resources. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**PUBLIC HEARING –
ENVIRONMENTAL REVIEW
– ZONING REGULATION
AMENDMENT - C-1 ZONE
PERMITTED USES**

(5)

Public Services Officer Schley reviewed the Initial Study and Negative Declaration of Environmental Impact for the proposed City of Bishop Zoning Regulation amending C-1 Zone Permitted Uses with Council.

Mayor Ellis opened the public hearing to hear and consider public input on an Initial Study and Negative Declaration of Environmental Impact for the proposed City of Bishop Zoning Regulation amending C-1 Zone Permitted Uses.

No public comments were provided.

Motion/Smith

Councilmember Smith made a motion to close the public hearing. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**ZONING REGULATION
AMENDMENT – C-1 ZONE
PERMITTED USES**

(6)

Motion/Glidewell

Following the public hearing, Council reviewed the environmental assessment.

Councilmember Glidewell made a motion to approve the Negative Declaration of Environmental Impact, making a finding that there are no significant

cumulative impacts, or substantial adverse impacts on human beings, or substantial adverse impacts on fish or wildlife or sensitive species or cultural resources. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

**PUBLIC HEARING –
PROPOSED ORDINANCE
RELATING TO PERMITTED
USES IN C-1 GENERAL
COMMERCIAL AND RETAIL
DISTRICT, PERMITTED
USES RESPECTING
PEDDLERS, SOLICITORS,
AND TRANSIENT VENDORS
(7)**

Public Services Officer Schley reviewed the proposed ordinance amending the City of Bishop Municipal Code Section 17.48.020 of Chapter 17.48 C-1 General Commercial and Retail District, Permitted Uses respecting peddlers, solicitors, and transient vendors with Council.

Mayor Ellis opened the public hearing to hear and consider public input on the proposed ordinance relating to permitted uses in C-1 General Commercial and Retail District, permitted uses respecting peddlers, solicitors, and transient vendors.

No public comments were provided.

Motion/Smith

Councilmember Smith made a motion to close the public hearing. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

**PROPOSED ORDINANCE
RELATING TO PERMITTED
USES IN C-1 GENERAL
COMMERCIAL AND RETAIL
DISTRICT, PERMITTED
USES RESPECTING
PEDDLERS, SOLICITORS,
AND TRANSIENT VENDORS
(8)**

Motion/Gardner

Following the public hearing, Mayor Pro Tem Gardner made a motion to approve the first reading/introduction of the proposed ordinance by title only, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTION 17.48.020 OF CHAPTER 17.48 C-1 GENERAL COMMERCIAL AND RETAIL DISTRICT, PERMITTED USES RESPECTING PEDDLERS, SOLICITORS, AND TRANSIENT VENDORS." Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

NEW BUSINESS

**CITY ATTORNEY
AGREEMENT
(9)**

Interim City Attorney Tracy excused himself from discussions on this item due to a financial relationship with Jones & Mayer.

City Administrator Caldwell introduced Ryan Jones of Jones & Mayer to Council. Mr. Jones discussed his law firm's credentials and how they wish to make the transition from Mr. Tracy's legal services to their legal services as seamless as possible.

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to approve the agreement with Jones & Mayer Attorneys at Law to provide legal services for the City of Bishop beginning May 2014. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

**MEMORANDUM OF
UNDERSTANDING (MOU)
WITH KERN COMMUNITY
COLLEGE DISTRICT
(10)
Motion/Glidewell**

Councilmember Glidewell made a motion to approve the Memorandum of Understanding with Kern Community College District to provide P.O.S.T. training at Cerro Coso College to public safety officers in the eastern sierra. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

**AGREEMENT WITH
EASTERN SIERRA
COMMUNITY SERVICES
DISTRICT (ESCSD)
(11)
Motion/Gardner**

Councilmember Gardner made a motion to approve the execution of a Treatment Plant Cooperation Feasibility Agreement between Eastern Sierra Community Services District and the City of Bishop. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

REQUEST TO ADVERTISE
PINE TO PARK PATH
PROJECT CONSTRUCTION
CONTRACT
(12)
Motion/Smith

Councilmember Smith made a motion to approve the advertisement of the Pine to Park Path Project for construction bids. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

APPROVE ELECTRICAL
WORK FOR THE POSITIVE
PRESSURE WATER
SYSTEM IMPROVEMENT
PROJECT
(13)
Motion/Glidewell

Councilmember Glidewell made a motion to approve Rollins Electric to do the electrical work at a not-to-exceed cost of \$3,276.16. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

COUNCIL REPORTS

Council Members reported on committee meetings and announced upcoming community events.

ADJOURNMENT

The Mayor adjourned the meeting at 8:28 p.m. to the Council Budget Workshop scheduled for Thursday, March 20, 2014 at 9:00 a.m. in the Executive Conference Room.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
BUDGET WORKSHOP
MARCH 20, 2014

1c

- CALL TO ORDER** Mayor Ellis called the meeting of the Bishop City Council Budget Workshop to order at 9:00 A.M. in the Executive Conference Room 377 West Line Street, Bishop, California.
- COUNCIL PRESENT** Councilmembers Laura Smith, David Stottlemire
Keith Glidewell
Mayor Pro Tem Pat Gardner
Mayor Jim Ellis
- COUNCIL ABSENT** None
- OTHERS PRESENT** Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Lorraine Ray, Assistant Finance Director
Ray Seguire, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Bryan Rossy, Police Officer
David Jepson, Police Officer
Jeff Griffiths, Inyo County Second District Supervisor
Joe Pecs, Chairman of the Water and Sewer Commission
- PUBLIC COMMENT** Mayor Ellis announced the public comment period.
- Bishop resident Chuck Kilpatrick asked Council to reconsider selling the city parking lot on the corner of Warren and Church Streets to the Administrative Office of the Courts for the proposed courthouse in Bishop. He also thanked City Administrator Caldwell for meeting with him and others about this issue and welcomed the opportunity to meet again on any future issues that may arise.
- No further public comments were provided.
- CLOSED SESSION -** Closed Session began at 9:03 a.m. Council reconvened at 10:40 a.m.
- Report on Closed Session:
- PUBLIC EMPLOYMENT –** Council will set interviews for the City Administrator position on Friday, April 11, 2014 from 8:00 AM to 12:00 PM. Letters of regret and placing telephone calls to those not being interviewed will be made by City Administrator Caldwell.
TITLE: CITY ADMINISTRATOR
(1)
- REAL PROPERTY NEGOTIATIONS –** Councilmember Glidewell made a motion to deny the sale of the city property on the corner of Warren and Church

Conference with Real Property Negotiator pursuant to Government Code Section 54956.8 (Property APN 001-123-19; 001-123-20; 001-123-21 Bishop, California) Negotiating Parties – City Administrator and Administrative Office of the Courts – Negotiations – Terms and conditions (2)

Streets to the Administrative Office of the Courts. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

Councilmember Stottlemyre made a motion to make the offer to sell the Grammer School as a counter offer to the Administrative Office of the Courts. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

SCHEDULED DISCUSSION

Discussion was held on the following agenda items:

Mayor Ellis granted the request made by Councilmember Glidewell to move discussion item #2 – Discuss Information Technology first on the agenda due to a scheduled on-line demonstration to Council.

DISCUSS INFORMATION TECHNOLOGY (2)

Councilmember Glidewell introduced Granicus Sales Executive Chris Dodge to Council who will be presenting a demonstration of their “public meeting” solution called Granicus.

Mr. Dodge reviewed Granicus, and their Government Transparency Suite, eComments, iLegislate, and their Meeting Efficiency Suite. After answering several questions from Council, Mr. Dodge reviewed the delivery and implementation of their product and discussed their costs and flexibility in payment.

Council thanked Mr. Dodge for his presentation and requested that staff obtain the costs of a camera and a new sound system, if needed, to implement and run Granicus in the Council Chambers.

POLICE SERVICES (1)

City Administrator Caldwell and Police Chief Carter provided Council with an overview of their discussions with Inyo County Sheriff Bill Lutze regarding Council's request to review the City's Police Services.

Bishop Police Officers Association (BPOA) Representatives Bryan Rossy and David Jepson were present and discussed their views on the subject. They also suggested that the BPOA would be open to starting their employee negotiations early.

A lengthy discussion ensued on whether or not to continue the investigation of costs relating to the City's police services by Sheriff Lutze. After further discussion by Council, Mayor Ellis announced that Council will table this item (Review of Police Services) at this time. Council is not interested with pursuing the investigation of costs at this time with the County and suggests that staff move forward with negotiations with the BPOA.

Councilmember Smith announced that she needed to excuse herself from the meeting shortly and would like to participate in the scheduling of their next Budget Workshop meeting before she leaves left the meeting. Mayor Ellis granted Councilmember Smith's request and opened discussions on item #4 on the agenda – Schedule the next Budget Workshop.

**SCHEDULE NEXT
BUDGET WORKSHOP
(4)**

It was agreed that the next Budget Workshop will be held on Friday, April 25, 2014 from 9:00 a.m.-12:00 p.m. in the Executive Conference Room.

Council also asked staff to add discussions on Information Technology and Taxes/ Transaction and Use Tax (TUT) to the Council Study Session on April 14, 2014.

BREAK

The meeting was recessed at 12:30 p.m. and Mayor Ellis reconvened the meeting at 12:55 p.m.

**DISCUSS TAXES
(3)**

Inyo County Board of Supervisor Jeff Griffiths briefly reviewed the current Transaction and Use Tax (TUT) that the County shares with the City.

After a short discussion, Council requested that staff schedule further discussions on TUT at the next Council Study Session on April 14, 2014.

ADJOURNMENT

Mayor Ellis adjourned the meeting at 1:03 p.m. to the Special Council Meeting scheduled for Thursday, March 20, 2014 at 1:30 p.m. in the Bishop Union High School Auditorium.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

CITY OF BISHOP
CITY COUNCIL MINUTES
SPECIAL MEETING
MARCH 20, 2014

CALL TO ORDER Mayor Ellis called the meeting of the Bishop City Council to order at 1:35 p.m. in the Bishop Union High School Auditorium, 301 North Fowler, Bishop, California.

PLEDGE OF ALLEGIANCE The Pledge of Allegiance was led by Councilmember Stottlemyre.

COUNCIL PRESENT Councilmembers Laura Smith, David Stottlemyre, Keith Glidewell
Mayor Pro Tem Pat Gardner
Mayor Jim Ellis

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Lorraine Ray, Assistant Finance Director
Ray Seguine, Fire Chief
Chris Carter, Police Chief
David Grah, Public Works Director/City Engineer
Karey Poole, Community Services Secretary

PUBLIC COMMENT The Mayor announced the public comment period. No public comments were provided.

PRESENTATIONS

BISHOP UNION HIGH SCHOOL'S BRONCO ROUNDUP WEBSITE (1) Multi-Media students and news anchors for the Bronco Roundup website Jenelle Rafferty and Curtis Amundson opened up their presentation of Bishop Union High School's Bronco Roundup website with the introduction of the March 20, 2014 City Council Special meeting that was being webcasted "live" for anyone to view online or on their mobile devices. They explained that the Bronco Roundup website was the voice of Bishop High School. It showcases school events, gives recognition to teachers, and gives the students a voice at their school. They also get involved with local fundraising, charities, and events. In their multi-media class, taught by Zack Quintana, they learn web-based development, database administration, and software development which were listed as some of the Top Jobs for 2014 listed in Forbes Magazine.

Council thanked the multi-media students for their inspiring presentation.

**DEPARTMENT HEAD
REPORTS**

Presentations on department responsibilities, activities and projects were given by:

- Fire Chief Ray Seguire – Fire Department
- Police Chief Chris Carter – Police Department
- Public Works Director/City Engineer Dave Grah – Public Works
- City Administrator/Community Services Director Keith Caldwell – Administration
- Assistant Finance Director Lorraine Ray – Finance
- Community Services Secretary Karey Poole – Parks and Recreation

**QUESTION & ANSWER
SESSION**

A question and answer session was held to address current events, programs, and projects within the City of Bishop.

Council and staff answered questions raised by students.

ADJOURNMENT

The Mayor adjourned the meeting at 3:15 p.m. to the Study Session scheduled for Monday, March 24, 2014 at 4:00 p.m. in the Council Chambers.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

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CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
MARCH 24, 2014

CALL TO ORDER	Mayor Ellis called the meeting to order at 4:00 p.m. in the City Council Chambers at 301 West Line Street, Bishop, California.
COUNCIL PRESENT	Council Members Laura Smith, David Stottlemyre, Keith Glidewell Mayor Pro Tem Pat Gardner Mayor Jim Ellis
COUNCIL ABSENT	None
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Robin Picken, Assistant City Clerk Lorraine Ray, Assistant Finance Director Ray Seguine, Fire Chief David Grah, Public Works Director/City Engineer Gary Schley, Public Services Operator Dan Nolan, Police Sergeant
PUBLIC COMMENT	The Mayor announced the public comment period. No public comments were provided.
SCHEDULED DISCUSSION	Discussion was held on the following Study Session agenda items:
1. Recycling and Waste Management Program Update	A presentation of the Inyo County Recycling & Waste Management Program was presented by Senior Deputy County Administrator Pam Hennarty. Ms. Hennarty also handed out a list of changes that address CalRecycle concerns and Inyo County's budget concerns in relation to solid waste management. After answering all of Council's questions, Ms. Hennarty thanked Council for their time and reminded Council that she would be happy to come before them again to address any concerns they may have going forward.
2. Current 7:00 p.m. agenda items	Discussion was held on the upcoming agenda items for the evening meeting. Questions were answered by staff as needed.
3. Future agenda items	The list of future agenda items was reviewed.
4. Department Head Reports	Reports were given as appropriate.
COUNCIL DISCUSSION	Council Members had no comments or inquiries. No action was taken.

ADJOURNMENT

The meeting was adjourned at 5:15 p.m. to the regular meeting scheduled at 7:00 p.m.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

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CITY OF BISHOP
CITY COUNCIL MINUTES
MARCH 24, 2014

CALL TO ORDER Mayor Ellis called the meeting of the Bishop City Council to order at 7:04 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

INVOCATION The invocation was given by Pastor Chris Costello of the Oasis of Grace Church followed by the Pledge of Allegiance led by Mayor Pro Tem Gardner.

COUNCIL PRESENT Councilmembers Laura Smith, David Stottlemyre, Keith Glidewell
Mayor Pro Tem Pat Gardner
Mayor Jim Ellis

COUNCIL ABSENT None

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director
Robin Picken, Assistant City Clerk
Peter Tracy, Interim City Attorney
Ray Seguine, Fire Chief
David Grah, Public Works Director/City Engineer
Gary Schley, Public Services Officer
Dan Nolan, Police Sergeant

PUBLIC COMMENT The Mayor announced the public comment period.

Guide Dog trainer Leigh Gaasch presented Council with information on Guide Dogs for the Blind and encouraged anyone who is interested in raising and training a guide dog to contact their organization.

Rick Phelps of High Sierra Energy Foundation presented Council with information on Southern California Edison (SCE) contractors that will be in the area this spring to implement the Direct Install program for small businesses. This program offers free energy-efficient products and installation from SCE. Mr. Phelps also announced (since he is one of the actors in the upcoming play) that the Mammoth Lakes Repertory Theatre and Mammoth Lakes Foundation are presenting a play called, "Sleuth" which will be performed starting on April 3, 2014 through April 13, 2014 at the Edison Theatre in Mammoth Lakes.

Bishop resident Greg Smith announced that Dick Noles is working hard on the Buckley Ponds and is looking for a dump truck and any assistance he can get. Please meet at 7:00 AM on April 3, 4, 5 and/or April 10, 11, 12.

Alex "Skandar" Reid of Skandar Productions came forward to thank Council for a great "Council on Campus" Special Council meeting held on March 20, 2014 in the Bishop Union High School Auditorium. It was a notable event and stood out by doing a "live" video stream of the meeting conducted by the school's multi-media students. He thanked City Council and City Staff for all their work in this event and hoped that they had a chance to see his thank you letter sent to their attention prior to the meeting.

No further public comments were provided.

PROCLAMATIONS

CHILD ABUSE PREVENTION
MONTH AND SEXUAL
ASSAULT AWARENESS
MONTH
(1)

Susi Bains of Wild Iris reported to Council the latest child abuse and sexual assault statistics. Ms. Bains also announced several events that are scheduled for the month of April to help bring awareness of Child Abuse and Sexual Assault. On April 12, 2014 from 9 am – 3 pm in the Bishop City Park they will be presenting their Clothes Line Project. The Clothes Line Project is made up of testimonials written on t-shirts by those who were sexually assaulted or abused. Also Wild Iris is asking people to wear denim on April 23, 2014 – Denim Day – to show support against sexual assault.

The Council read proclamations declaring April 2014 as Child Abuse Prevention Month and Sexual Assault Awareness Month.

DEPARTMENT HEAD
REPORTS

Reports from Administration, Community Services, Police, and Public Works were given on the departments' activities including upcoming and ongoing projects.

CHAMBER OF COMMERCE
& VISITORS BUREAU
UPDATE

Tawni Thomson, Executive Director of the Bishop Chamber of Commerce provided a report on Chamber activities and Visitors Bureau statistics.

CONSENT CALENDAR
(2)
Motion/Glidewell

A motion was made by Councilmember Glidewell to approve the Consent Calendar as presented. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell,
Mayor Pro Tem Gardner, and Mayor Ellis
Noes: None
Abstain: None
Absent: None

FOR APPROVAL/FILING

- (a) Study Session – February 10, 2014
- (b) Council Meeting – February 10, 2014
- (c) Council Budget Workshop (8) – February 19, 2014
- (d) Study Session – February 24, 2014
- (e) Council Meeting – February 24, 2014
- (f) Council Special Meeting – February 25, 2014
- (g) Investment Portfolio – February 2014
- (h) Statement of Fund Transactions – February 2014
- (i) Statement of Budget vs. Actual – February 2014
- (j) Warrant Register – February 2014

FOR INFORMATION/FILING

- (k) Water and Sewer Commission – 1/14/2014
- (l) Planning Commission Meeting Agenda – 3/25/2014
- (m) Water Fund Monthly Balances 2013/2014
- (n) Sewer Fund Monthly Balances 2013/2014

**PUBLIC
HEARINGS/ACTIONS**

**PUBLIC HEARING –
GENERAL PLAN 2014
HOUSING ELEMENT
UPDATE
(3)**

Public Services Officer Schley and Sandra Bauer of Bauer Environmental reviewed the General Plan 2014 Housing Element Update with Council.

Mayor Ellis opened the public hearing to hear and consider public input on the City of Bishop General Plan 2014 Housing Element Update.

Bishop resident Pam Mitchell had one question in regards to Density Bonuses. The General Plan 2014 Housing Element Update mentions under Density Bonuses that ..."In order to stimulate job growth for its youth, the City is actively seeking to invite out-of-town businesses to relocate in Bishop and is simultaneously working with the community, the Council and local builders to identify ways to expand housing opportunities and meet future needs if the business expansion efforts are successful. Ms. Mitchell's question to Council and staff is what is going on to actively seeking to increase jobs and to get businesses here and how is that process done? City Administrator Caldwell addressed her question by mentioning that as part of a recently received housing grant received by the state, the City is currently looking at hiring a Housing Element consultant to assist in reaching out to

the community and to talk about ways to increase business in Bishop. Evaluations to select a consultant will be done on April 8, 2014, so we hope to start engaging the public by next month.

Motion/Smith

No further public comments were provided. Councilmember Smith made a motion to close the public hearing. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**RESOLUTION – (14-03)
ADOPTION OF CITY OF
BISHOP 2014 HOUSING
ELEMENT UPDATE
(4)**

Planning Commissioner Darren Malloy reported to Council that at the Planning Commission meeting held on February 25, 2014, the Planning Commission voted unanimously to recommend that the City Council adopt the City of Bishop General Plan 2014 Housing Element Update.

Motion/Glidewell

Councilmember Glidewell made a motion to adopt by resolution the 2014 Housing Element Update by title only, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, ADOPTING THE 2014 HOUSING ELEMENT UPDATE OF THE GENERAL PLAN FOR THE CITY OF BISHOP." Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**PUBLIC HEARING –
ENVIRONMENTAL REVIEW -
HOSTEL AT 130 SHORT
STREET
(5)**

Public Services Officer Schley reviewed the Initial Study and Negative Declaration of Environmental Impact for the proposed hostel at 130 Short Street with Council. Hostel project applicant Matt Myers presented information to Council on his proposed hostel.

Mayor Ellis opened the public hearing to hear and consider public input on an Initial Study and Negative Declaration of Environmental Impact for the proposed hostel at 130 Short Street.

Golden State Cycle owner Randy Gillespie commented that he had no problem with the hostel itself, however he has several concerns about the parking for the hostel guests. He expressed his concerns that the

hostel guests will park in his privately owned parking lot across the street from the proposed hostel. He also expressed concern that the guests will park on the private property next door to the proposed hostel. Mr. Gillespie feels he is expressing his concerns regarding parking which he feels is an environmental impact.

Council then discussed their current request to review the Initial Study and Negative Declaration of Environmental Impact for this proposed project.

Mr. Myers acknowledged Mr. Gillespie's and Council's remarks and commented further that he respects private property and has no intention to allow his customers to park on private property.

Mr. Gillespie also asked if the hostel would be heated with kerosene. Mr. Myers' father assisted Mr. Myers in answering this question. Mr. Myers' father said that the property had a propane installation, not kerosene. They do not have any kerosene heaters. The proposed project would only use propane heating.

No further public comments were provided.

Motion/Gardner

Councilmember Gardner made a motion to close the public hearing. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**NEGATIVE DECLARATION
OF ENVIRONMENTAL
IMPACT – HOSTEL AT 130
SHORT STREET
(6)**

Motion/Glidewell

Following the public hearing, Council reviewed the environmental assessment.

Councilmember Glidewell made a motion to approve the Negative Declaration of Environmental Impact, making a finding that there are no significant cumulative impacts, or substantial adverse impacts on human beings, or substantial adverse impacts on fish or wildlife or sensitive species or cultural resources. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

NEW BUSINESS

**ORDINANCE – (#546)
RELATING TO PERMITTED
USES IN C-1 GENERAL
COMMERCIAL AND RETAIL
DISTRICT, PERMITTED
USES RESPECTING
PEDDLERS, SOLICITORS,
AND TRANSIENT VENDORS
(7)**

Motion/Gardner

Mayor Pro Tem Gardner made a motion to approve the second reading/adoption of the proposed ordinance by title only, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, AMENDING SECTION 17.48.020 OF CHAPTER 17.48 C-1 GENERAL COMMERCIAL AND RETAIL DISTRICT, PERMITTED USES RESPECTING PEDDLERS, SOLICITORS, AND TRANSIENT VENDORS." Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**GENERAL PLAN ANNUAL
PROGRESS REPORT 2013
(8)**

Motion/Smith

Councilmember Smith made a motion to accept the 2013 General Plan Annual Progress Report. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: None

**STREET CLOSURE –
EVERY 15 MINUTES EVENT
(9)**

Motion/Glidewell

Public Works Director Grah reviewed with Council the request to close West Pine Street between Home Street and Fowler Street for the 2014 Every 15 Minutes Event proposed by Inyo County Probation.

Mayor Jim Ellis recused himself from this item due to residing near the location of this event.

Councilmember Glidewell made a motion to approve the closure of West Pine Street between Home Street and Fowler Street on April 23, 2014 for the Every 15 Minutes Event. Motion passed 4-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, and Mayor Pro Tem Gardner

Noes: None

Abstain: None

Absent: Mayor Ellis

INCREASE OF APPROVED
COST OF POND
EVALUATION
(10)
Motion/Smith

Councilmember Smith made a motion to amend the not-to-exceed limit to \$5,749 with H&S Environmental to evaluate the performance of both City and Eastern Sierra Community Services District sewer ponds and authorize the necessary budget adjustments. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis.

Noes: None

Abstain: None

Absent: None

BUDGET ADJUSTMENTS/
TRANSFERS FY 2013-2014
(11)
Motion/Glidewell

Councilmember Glidewell made a motion to approve the budget adjustments and transfers for Fiscal Year 2013-2014 through February 28, 2014 as presented. Motion passed 5-0.

Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis.

Noes: None

Abstain: None

Absent: None

COUNCIL REPORTS

Council Members reported on committee meetings and announced upcoming community events.

ADJOURNMENT

The Mayor adjourned the meeting at 8:49 p.m. to the Study Session scheduled for Monday, April 14, 2014 at 4:00 p.m. in the City Council Chambers.

JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

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**Bishop Police Department
Interoffice Memorandum**

Date: 02/10/14

BPD Memo Log# BPD-016-14

To: Keith Caldwell, City Administrator *KSC*

From: Chris Carter, Chief of Police

Subject: Surplus and Found Property

I request approval from the City Council to authorize destruction, release or sale of the following property per the agreement with PropertyRoom.com per City of Bishop BCO 3.48.030 (Property held for three months deemed unclaimed).

SURPLUS PROPERTY

CASE #	DESCRIPTION	SERIAL #	PROPERTY TAG #	DISPO DATE
13-0618	Blk 12G shot gun/sling	U097357	13-0618-1	02/17/14
13-0618	22 cal pistol w/pink case	L128191	13-0618-2	02/17/14
13-0618	9mm pistol with case	315-86591	13-0618-3	02/17/14
13-0751	Pink and white care bear purse	N/A	13-0751-1	11/11/14
13-0827	Maroon Beach cruiser	S865710012	13-0827-1	03/13/14
13-0902	Trimax copper pool cues	N/A	13-0902-1	03/09/14
13-0926	IPhone 4 cell phone with case	N/A	13-0926-1	03/16/14
13-0960	Mongoose Sabre bike	M3G029677	13-0960-1	04/01/14
13-0963	Personal Check	N/A	13-0963-1	03/01/14
14-0032	Huffy unkn mountain bike	S99D0006735	14-0032-1	04/14/14

*****Items will not be destroyed until after purge date*****



Chris Carter, Chief of Police

Date 4-2-14

Sent to CITY HALL

from Bishop PD

APR 02 2014

BY: _____

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

February 25, 2014

CALL TO ORDER:

Chairman Malloy called the meeting to order at 7:22 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Malloy.

COMMISSIONERS PRESENT:

Huntley, Lowthorp, Heckman, Garcia, and Malloy

COMMISSIONERS ABSENT:

Bhakta and Distel

OTHERS PRESENT:

Gary Schley, Public Services Officer
Keith Caldwell, City Administrator / Planning Director
Peter Tracy, City Attorney
Michele Thomas, Secretary
Sandra Bauer, Housing Element Consultant

PUBLIC COMMENT

Chairman Malloy asked if anyone wished to speak on a subject not calendared on the agenda.

None

(1) APPROVAL OF MINUTES

MOTION

Commissioner Huntley moved to approve the minutes of the January 28, 2014 meeting as written.

Ayes: Huntley, Lowthorp, Garcia, Heckman and Malloy

MOTION CARRIED 5-0

PUBLIC HEARING

Take Citizen input on the Draft 2014 – 2019 Housing Element

The public hearing was open at 7:24

Larry Emerson, from IMACA, wanted to emphasize the need for affordable housing. Pam Mitchell, a Bishop Resident, expressed concerns about community outreach regarding the Housing Element.

The public hearing was closed at 7:40

NEW BUSINESS

(2) Presentation of the Draft 2014 – 2019 Housing Element for review and comment.

The commission, staff, and Bauer addressed comments and concerns brought up during the Public Hearing.

Bauer presented the Housing Element by going over the areas of most importance to the commission.

Schley pointed out the accomplishments made during the 2009 – 2014 Housing Element cycle.

Schley stated that staff is seeking the commission's recommendation to adopt the 2014 Housing Element Update to the City Council.

Commissioner Heckman made a motion to approve a recommendation to adopt the 2014 Housing Element Update to the City Council as written.

Ayes: 5-0

STAFF AND COMMISSION REPORTS:

Schley reported on an item scheduled for March's commission meeting as well as updates on active projects.

ADJOURNMENT:

Chairman Malloy adjourned the meeting at 8:07 P.M. The next scheduled meeting will be March 25, 2014 at 7:00 P.M. in the City Council Chambers.

Chairman Malloy

Michele Thomas, Secretary



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/CityofBishopPublicWorks.htm

11

Department of Public Works Building Permits Issued 3/2014

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
3/26/2014	Perry Motors 380 South Main Street Ken Carpenter	sign	\$2,000.00	\$0.50	\$1.00
3/26/2014	Kathleen Snow 163A North Main Street Morales Rooter	Tenant Improvements	\$1,200.00		
Commercial Totals			\$3,200.00	\$0.50	\$1.00
Residential					
3/24/2014	Gary Schley 212 Sneden Street	sprinkler system	\$500.00		
3/21/2014	Kevin Douda 646 Maple Avenue	electric wiring in closet	\$750.00		
3/19/2014	Candice Kile 169 Short Street A Bowlan Roofing	Re roof	\$6,000.00	\$0.60	\$1.00
3/11/2014	Chris Ecklund 408 North Fowler Street	sprinkler system	\$1,000.00		
Residential Totals			\$8,250.00	\$0.60	\$1.00

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: PUBLIC HEARING – CITY FEES AND CHARGES FY 2014-2015

DATE: APRIL 14, 2014

ATTACHMENTS:

- Resolution amending and restating certain fees and charges
- Public Works – staff memo on proposed increases and decreases in fees and charges
- Notice of Public Hearing

BACKGROUND/SUMMARY:

Each year all departments are requested to review fees and charges to determine if they cover the full costs reasonably borne for providing those services.

As part of the process, holding a public hearing and providing proposed changes to the public are required by Chapter 3.22 of the Bishop Municipal Code.

Proposed changes for Fiscal Year 2014-2015 were submitted by the Public Works and Planning Departments.

Another public hearing is scheduled for the April 28th Council meeting. At the second Regular Council meeting in April the resolution amending and restating certain fees and charges for City services will be presented for review and adoption in order for the changes to be effective July 1, 2014.

RECOMMENDATION:

Review the information and hold the public hearing to hear and consider citizen input on amending and restating fees and charges for City services.

RESOLUTION NO. 14-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA,
AMENDING AND RESTATING CERTAIN FEES AND CHARGES FOR CITY SERVICES**

WHEREAS, the City of Bishop has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIII B of the California Constitution and limit the growth of taxes; and

WHEREAS, the City desires to establish a policy of recovering the full costs reasonably borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such services; and

WHEREAS, heretofore the City Council adopted Ordinances No. 479 and No. 507 establishing its policy as to the recovery of costs reasonably borne to be recovered from users of City services; adopted Ordinance No. 538 updating Section 3.22.040 Schedule of fees and service charges; and directed staff as to the methodology for implementing said Ordinances; and

WHEREAS, the specific fees to be charged for services must be adopted by the City Council by Resolution, after providing notice and holding a public hearing; and

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services must be adopted so that the City might carry into effect its policies; and

WHEREAS, it is the intention of the City Council to develop a revised schedule of fees and charges based on the City's budget and projected costs reasonably borne; and

WHEREAS, pursuant to California Government Code § 66016 the required information on proposed new or increased fees or services charges was provided by mail and available for general public review as required by state law and Bishop Municipal Code Section 3.22.060; and

WHEREAS, all requirements of law are hereby found to have been complied with;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BISHOP finds after considering the evidence presented, that the fees imposed hereby do not exceed the City's costs reasonably borne.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BISHOP DOES RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. FEE SCHEDULE ADOPTION. The following schedule of fees and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by the appropriate department or the City Finance Department for the herein listed special services when provided by the City or its designated contractors.

SECTION 2. SEPARATE FEE FOR EACH PROCESS. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit-of-measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

SECTION 3. FEES. The fees shall be charged and collected for the enumerated services as indicated in Exhibit "A".

SECTION 4. INTERPRETATIONS. This Resolution may be interpreted by the several City department heads in consultation with the City Administrator; should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

SECTION 5. CONSTITUTIONALITY. If any portion of this Resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

SECTION 6. REPEALER. All resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

SECTION 7. EFFECTIVE DATE. This Resolution shall go into full force and effect immediately. Pursuant to Bishop Municipal Code Section 3.22.040 B, fees and charges will be effective in sixty (60) days after adoption and execution of an executive order by the City Administrator and no written appeal has been filed. The fees and charges will be effective July 1, 2014.

PASSED, APPROVED AND ADOPTED this _____ day of April 2014.

JIM ELLIS, MAYOR

ATTEST: Keith Caldwell, City Clerk

By: _____
Robin Picken, Assistant City Clerk

EXHIBIT "A"

**CITY OF BISHOP FEES AND CHARGES
FISCAL YEAR 2014-2015**

ADMINISTRATION & FINANCE SERVICES

NO.	TITLE/DESCRIPTION	RECOMMENDED CHARGES
AF-1	New/Moved Business Application Process	-0-
AF-2	Business License Fees	
	Four Employees or less and not otherwise specified	\$41.00 annually
	Five Employees, less than ten, and not otherwise specified	\$121.00 annually
	Ten Employees or more and not otherwise specified	\$201.00 annually
	Having no Fixed or Permanent Residence in City which conducts business daily in the City	\$51.00 annually per vehicle/or person
	Having no Fixed or Permanent Residence in City which does not conduct business daily in the City	\$51.00 daily or \$400.00 annually each vehicle/or person
	Amusements Generally	\$201.00 annually
	Bowling Alleys	\$41.00 annually per alley
	Public Dancing	\$201.00 annually
	Circuses, Carnivals, etc.	\$51.00 per day
	Contractors and Subcontractors	\$101.00 annually
	Itinerant Locksmiths, Tool Sharpeners, etc.	\$3.50 per day or \$101.00 annually
	Pool Halls, Social Clubs, etc.	\$17.00 annually each pool table and \$101.00 annually for each card table
	Professions	\$41.00 annually
	Sound Trucks, Loud Speakers with permanent place of business in City	\$101.00 annually
	Out of City	\$13.50 per day or \$200.00 annually
AF-3	Bingo Fees	\$15.00 annually
AF-4	New T.O.T. Registration Certificate	-0-
AF-5	Returned Check (NSF) Processing/Charge Back Fee	\$25.00 each
AF-6	Printed Materials/Map Production Sale	\$1.00 page
AF-7	Document Certification/Copying	\$.25 page
AF-8	Records Research Service	Actual Cost
AF-9	City Code and Zoning Code Update	-0-
AF-10	Agenda/Minutes Mailing Service	-0-
AF-11	City Meeting Recording Copies	Actual Cost

COMMUNITY SERVICES

NO.	TITLE/DESCRIPTION	RECOMMENDED CHARGES
CS-1	Auditorium Rental	\$50.00 First 4 hours \$10.00/hour each additional hour
CS-2	Council Chambers Rental	\$75.00 First 4 hours \$15.00/hour each additional hour
CS-3	Conference Room Rental	\$35.00 First 4 hours \$5.00/hour each additional hour
CS-4	Outside Grounds Rental (Set up, Clean up, Supplies & Service)	Actual Cost
CS-5	Community Center Development Impact Fees	-0-

PARKS AND RECREATION

NO.	TITLE/DESCRIPTION	RECOMMENDED CHARGES
PR-1	Softball Lights	\$20.00 an hour
PR-2	Tennis Lights	\$4.00 per hour/tokens \$5.00 hour/time clock
PR-3	Softball/Baseball Field	\$25.00 per field
PR-4	Tennis Courts	-0-
PR-5	League Play	Actual Cost
PR-6	Pool Rental	\$50.00 hour/plus cost of aquatic personnel
PR-7	Swim Classes Individual Lesson	\$35.00 for 8 sessions Actual Cost
PR-8	Public Swim – Youth	\$3.00 \$25.00 – 10 Passes
	Public Swim – Adult	\$5.00 \$20.00 – 5 Passes
	Public Swim – Family Pass	\$42.00 – 18 passes
	Public Swim/Lap (unlimited use) – Adult	\$5.00 - Season Pass \$120.00
	Public Swim – Showers	\$5.00 day
PR-9	Contract Classes	Actual Cost
PR-10	Special City Sponsored Recreation Activities	Actual Cost
PR-11	Set up/Clean up Services (Electrical Tables, Etc.)	Actual Cost
PR-12	City Park Vendor/Exhibitor Fees/Mule Days	\$20.00 per space \$45.00 camp space
	City Park Vendor/Exhibitor Fees/Labor Day	\$10.00 per space \$45.00 camp space
PR-13	Park Development Impact Fees	-0-

PUBLIC SAFETY

NO.	TITLE/DESCRIPTION	RECOMMENDED CHARGES
PS-1	Check Collection Fee	\$25.00
PS-2	Impound Fee	\$125.00
PS-3	Fingerprints Rolling either by paper and ink; or electronic Live Scan	\$25.00
PS-4	Report Copying – Accident Report Report Copying – Other Reports	\$20.00 \$20.00
PS-5	Booking Fees	\$130.00
PS-6	Repossession Processing	\$15.00
PS-7	Parking Fines pursuant to Bishop Municipal Code Title 10 – Vehicles and Traffic Chapter 10.28 Sections 10.28.020 -10.28.200	\$30.00 each violation
PS-8	Handicapped Parking Violations	\$255.00
PS-9	Burning Permit Fee	-0-
PS-10	Plan and Site Review for Flammable or Combustible Liquid Storage	-0-
PS-11	Building Inspection for Fire and Life Safety	-0-
PS-12	Fireworks and Pyrotechnic Special Effects Permit Fee	-0-
PS-13	Building and Site Plan Check	-0-
PS-14	Public Safety Development Impact Fees	-0-
PS-15	Criminal History Check Pursuant to California Family Code 6306	\$10.00

PUBLIC WORKS

Planning Fees

The fee shall be as described in the following table unless the actual cost is greater. If the actual cost is greater, the fee shall be the actual cost.

	Description	Fee
PL-1	Zone Change Review	\$1,500
PL-2	Variance Review	\$1,500
PL-3	Zone Ordinance Amendment Review	\$1,500
PL-4	Appeals	\$300
PL-5	Use Permit Review and Process	\$1,500 \$500
PL-6	Specific Plan Review	\$1,500
PL-7	General Plan Amendment	\$1,500
PL-8	Categorical Exemption	\$120
PL-9	Negative Declaration Review and Process	\$1,500
PL-10	EIR Staff Review	\$2,500
PL-11	Time Extension Review	\$500
PL-12	Tentative Parcel Map Review	\$2,000
PL-13	Tentative Tract Map Review	\$2,500
PL-14	Final Parcel Map Review	\$2,000 \$500
PL-15	Final Tract Map Review	\$2,500 \$1,000
PL-16	Certificate of Compliance	\$1,000

PL-17	Lot Line Adjustment Review	\$1,000
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Building Fees

	Description	Fee
BL-1	Building Permits	See below
BL-2	Residential SMIP Commercial SMIP	0.010% of value 0.021% of value
BL-3	Building Standards Revolving Fund (BSASRF)	\$1.00 for each \$25,000 or portion

1. State-mandated Strong Motion Instrumentation Program (SMIP) and Building Standards Administration Special Revolving Fund (BSASRF) fees do not apply to electrical, mechanical, and plumbing work permitted independent of building work
2. Permits, inspection, and related fees for demolition, grading, building, plumbing, mechanical and electrical shall be the sum of a \$60 administration fee, a valuation fee, and a plan check fee, if required.
3. The valuation fee shall be as described in the following table unless the actual cost is greater. If the actual cost is greater, the valuation fee shall be the actual cost.

Total Valuation	Fee
\$1 to \$500	\$23.50
\$500 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof

4. Except as provided below, total valuation shall be determined using International Code Council (ICC) Building Valuation Data current on the permit issue date with a regional modifier of 0.97.
5. For additions, remodels, tenant improvements, reroofing, and for electrical, mechanical, and plumbing done independent of building work, total valuation shall be provided by applicant or determined using standard construction estimating practices.
6. The plan check fee, when required, shall be 65% of the valuation fee unless the actual cost is greater. If the actual cost is greater, the plan check fee shall be the actual cost.
7. Investigation permitting of un-permitted work shall be charged at 2 times the cost of the permit had the work been properly permitted.
8. Fees for solar work shall be actual cost.

9. Actual cost shall include additional cost of re-inspection.

10. Actual cost for work outside of normal business hours shall be based on 2 hours minimum.

General Public Works Fees

	Description	Fee
PW-1	Snow Removal	Not used
PW-2	Administration and Abatement of Weeds and Refuse	Actual Cost
PW-3	Right of Way Abandonment Request Process	Actual Cost
PW-4	Street Sweeping	Actual Cost
PW-5	Water, Sewer, and Storm Drain Maintenance	Actual Cost
PW-6	Street Maintenance	Actual Cost
PW-7	Large Format Plots and Maps	Actual Cost
PW-8	Encroachment Permit for other than construction	Actual Cost
PW-9	Encroachment Permit for construction 1. \$50,000 or less of work 2. More than \$50,000 work	0.5%, \$20 minimum \$250 plus 0.1%

<There is no PW-10>

Water and Sewer Fees

Definitions: For the purposes of water and sewer fees:

1. "Account" is a financial designation that usually equates to one water and one sewer service connection to one dwelling, premises, or customer and is used in accounting and billing.
2. "Bar" means bar with alcoholic beverage license.
3. "Brewery" means a facility for brewing beer and are based on brewing capacity in thousands of barrel per year (KBbl/Yr). Fees for brewery are in addition to other account fees such as for General Commercial and Restaurant associated with the brewery.
4. "Dwelling" means a place of residence with a connection for water service to the city water system.
5. "Hotel," includes "motels," "rooming houses," "boarding houses," "lodging houses" and "guest homes" and shall be as defined in the Health and Safety Code of the state.
6. "Irrigation" is assessed to accounts where the overwhelming majority of water use is for irrigation.
7. "Island" means one or two fuel dispensing positions usually with a choice of fuels dispensed from one or more hoses and associated with a public restroom. Fueling satellites controlled from an island are considered part of that island.
8. "Multiple Family Residence (attached)" includes condominiums and apartment houses where at least two living units share common walls.
9. "Multiple Family Residence (detached)" include multiple single family residences on one lot that don't share walls, mobile homes, and recreational vehicles and trailers in parks. "Mobile home park," "trailer park" and "recreational trailer park" shall be defined as defined in the Health and Safety Code of the state.
10. "Premises" means a lot, parcel of land, building or establishment.
11. "Seat" means number of permitted seats or actual seats, whichever is greater.

12. "EDU" means Equivalent Dwelling Unit and relates various water and sewer fees to those for a single family residence.

Monthly Water and Sewer Fees

The minimum fees for any account equate to fees for 1 EDU. Uses not listed shall be on a case by case basis.

Category	Per	Monthly Fee	
		Water	Sewer
Single Family Residence	Each	\$34.00	\$30.00
Multiple Family Residence (detached)	Unit	\$25.50	\$22.50
Multiple Family Residence (attached)	Unit	\$23.80	\$21.00
Church	Each	\$34.00	\$30.00
Hall	Each	\$34.00	\$30.00
Hospital	Bed	\$11.90	\$10.50
School	Student	\$1.36	\$1.20
Fairgrounds	Each	\$170.00	\$210.00
Gas Station	Island	\$13.60	\$12.00
Car Wash	Stall	\$102.00	\$90.00
Beauty or Barber Shop	Each	\$34.00	\$30.00
Restaurant	Seat	\$3.40	\$3.00
Bar	Seat	\$2.72	\$2.40
Hotel Room	Each	\$8.50	\$7.50
Laundry and Laundromat	Washer	\$23.80	\$21.00
Trailer Dump Facility	Each	\$68.00	\$60.00
General Commercial	Toilet	\$32.30	\$28.50
Brewery (with pretreatment)	1KBbl/Yr	\$6.80	\$6.00
Irrigation	Acre	\$10.20	\$0

One Time Water and Sewer Fees

	Description	Fee
WA-2	Water Service Permit	\$50
WA-3	Water Service Construction Main to Curb Stop	Actual Cost
WA-4	Water Backflow Preventers Test	Actual Cost
WA-5	Water Development Impact Fees	\$2,000 per EDU
WA-6	Water Valve Box for Curb Stop Valve	\$0
SW-2	Sewer Service Permit	\$50
SW-3	Sewer Service Construction Main to Property	Actual Cost
SW-4	Sewer Grease Interceptor Inspection	Actual Cost
SW-5	Sewer Development Impact Fee	\$2,000 per EDU



To: Robin Picken, Assistant City Clerk
From: David Grah, Director of Public Works
Subject: Public Works 2014/2015 Fees and Charges Update
Date: 24 February 2014

General:

This memo presents the proposed 2014/2015 fiscal year fee and charges update for Public Works.

Public Works proposes the updates to fees and charges for the 2014/2015 fiscal year as described below and shown in the attachments. Water and sewer fees are also updated in accordance with the 2013 rate review. A related Department Executive Order is also attached.

Planning:

Changes are proposed to PL-5, User Permit Review and Process, PL-14, Final Parcel Map Review, and PL-15, Final Tract Map Review. These changes are all decreases and reflect fees that more closely reflect typical actual costs.

Water and Sewer:

Proposed monthly Water and Sewer fees and related language are from the 2013 Rate Review process and reflect fees approved by the City Council.

Attachments:

1. Proposed Fee and Fee Language Update for Public Works
2. Related Department Executive Order

City of Bishop
2014/2015 Fiscal Year Fee Revision
Fee and Fee Language Update for Public Works

Planning Fees

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PL-9	Negative Declaration Review and Process	\$1,500
PL-10	EIR Staff Review	\$2,500
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City of Bishop
2014/2015 Fiscal Year Fee Revision
Fee and Fee Language Update for Public Works

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City of Bishop
2014/2015 Fiscal Year Fee Revision
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City of Bishop
2014/2015 Fiscal Year Fee Revision
Fee and Fee Language Update for Public Works

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One Time Water and Sewer Fees

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WA-6	Water Valve Box for Curb Stop Valve	\$0
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SW-4	Sewer Grease Interceptor Inspection	Actual Cost
SW-5	Sewer Development Impact Fee	\$2,000 per EDU

DEPARTMENT EXECUTIVE ORDER

FEE AND SERVICE CHARGE REVENUE / COST COMPARISON SYSTEM

I HEREBY STIPULATE that the department has complied with all provisions of the Bishop Municipal Code Chapter 3.22 Fee and Service Charge Revenue/Cost Comparison System in determining the fees and charges for city services for Fiscal Year 2014-2015.

It has been determined fees and charges for Public Works services do not exceed the costs reasonably borne.



Department Head Signature

Public Works
Department

24 February 2014
Date Submitting Proposed Changes



Keith Caldwell, City Administrator

NOTICE OF PUBLIC HEARING
CITY OF BISHOP FEES AND CHARGES

NOTICE IS HEREBY GIVEN that the Bishop City Council will hold a public hearing at the regular meeting on Monday, April 14, 2014 at 7:00 p.m. in the City Council Chambers, 301 West Line Street, Bishop, to hear and consider citizen input on proposed amendments to fees and charges for city services established by resolution.

Departmental staff reports of the proposed increases and decreases in fees and charges are available for public review at City Hall, 377 West Line Street, Bishop, California and the City's website at www.ca-bishop.us.

PROPOSED FEES AND CHARGES:

Public Works/Planning – Categories listed under Public Works will be separated under Planning Fees, Building Fees, General Public Works Fees, Water and Sewer Fees as appropriate. Changes in fees and charges have been proposed in some categories and if adopted such fees and charges will become effective July 1, 2014.

Water and Sewer Fees for 2014-2015 - As approved by the City Council on February 10, 2014. If adopted, such fees and charges will become effective July 1, 2014.

Any persons wishing to comment are invited to attend said hearing, call the City Clerk's office at 760-873-5863, or send written comments to the City Council, 377 West Line Street, Bishop, California 93514 on or before the date of the said hearing.

Published: 3/25/14

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *KSC*

SUBJECT: SEWER TRUNK REPLACEMENT PROJECT – WORK ORDER 4

DATE: APRIL 14, 2014

ATTACHMENTS:

- STAFF MEMO
- WORK ORDER 4 (Consultant Contract Final Design) – R.O. ANDERSON
- R.O. ANDERSON – FINAL DESIGN PROPOSAL

BACKGROUND/SUMMARY

Public Works Director Grah has provided the background on this project which includes the City's cooperation with Eastern Sierra Community Services District (ESCSD) and an updated budget estimate for the project.

R.O. Anderson is providing to the City;

- Work Order 1 – The development of the Preliminary Engineering Report for the Trunk Project.
- Work Order 2 - Bishop and ESCSD cooperation Feasibility Study.
- Work Order 3 – Environmental Studies.

The Environmental work is ongoing and must be completed before construction can begin.

There is \$600,000 budgeted for the Trunk Replacement Project and staff anticipates construction will be in the 2014/2015 budget year. Estimated cost of Work Order 4 is \$27,955 with up to \$3,000 of alternate structures and controls, if necessary. The project is funded through Sewer Capital Improvements.

RECOMMENDATION

Council consideration to approve:

1. The execution of Work Order 4 under the Sewer Trunk Consultant Contract Final Design.
2. Authorize the expenditure not to exceed \$30,955 under this work order and \$146,615 under the contract.



To: Keith Caldwell, City Administrator ^{KSC} 
From: David Grah, Director of Public Works
Subject: Approve Work Order 4 to Trunk Replacement Project Consultant Contract
Date: 8 April 2014
Previous: 16 November 2011, 8 May 2012, 16 August 2013, 4 October 2013
Funding: Sewer capital improvement funds

General:

Public Works proposes to execute Work Order 4 under the consultant contract with R O Anderson for design of the Sewer Trunk Replacement project.

Background:

The Sewer Trunk Replacement project will reconstruct the trunk sewer line that carries all the waste water from the city from the east end of Clarke Street under the Bishop Creek Canal and about 2,500 feet to the City of Bishop wastewater treatment plan. The replacement is intended to address several issues with the existing trunk line and allow opportunity for cooperation with the Eastern Sierra Community Services District (ESCSA).

There is \$600,000 budgeted for the project in the 2013/2014 fiscal year (Sewer Capital Improvements, line item 002-051-56027). This budgeted amount was intended to cover support and construction costs all expected to be completed this year. Construction is now expected no earlier than the 2014/2015 fiscal year and the associated changes will be reflected in proposed updates to the 2014/2015 fiscal year budget.

In May 2012 the city contracted with R. O. Anderson for the consultant work on the project. This project was structured to authorize work in phases using Work Orders. Work Order 1 under this contract was for the development of a Preliminary Engineering Report for the Trunk project. Work Order 2 was for work on a separate project, the Bishop / ESCSD Cooperation Feasibility Study. Work Order 3 was for the environmental analysis of the project and the development of the environmental document for the Trunk project.

The environmental work on the project is ongoing and must be completed before the project can be constructed. There is some possibility that results of the environmental studies will suggest or require changes to the design and that implementing these changes could increase the cost of the design. We believe the risk of changes to be small enough to begin with, and believe the cost of likely design changes to be small enough, that we propose that design work proceed in conjunction with the environmental work so the project can be constructed sooner.

The attached draft Work Order 4 is for the design phase of the Trunk project. The cost of Work Order 4 is estimated to be \$27,955 based on the attached proposal from R O Anderson for the

work. The proposal adds up to an additional \$3,000 to this cost depending on what sort of diversion structure and controls are included. Since work on Eastern Sierra Community Services District (ESCSD) and city cooperation is underway, and since the exact details of a new diversion structure between the ESCSD and city systems have not been determined yet, it is proposed to authorize all of the work, including up to \$3,000 for the alternatives, but only to initially execute the Work Order for the \$27,955. When the details of the diversion structure and controls are developed, a supplement to Work Order 4 would be executed for the appropriate amount.

With the proposed Work Order 4 and Work Order 4 supplement, Work Orders under the contract would be as follows:

Work Order	For	Cost	Cumulative Total
1	Trunk Preliminary Engineering	\$29,800	\$29,800
2	ESCSD Cooperation	\$19,500	\$49,300
3	Trunk Environmental Studies	\$66,320	\$115,620
4	Trunk Final Design	\$27,995	\$143,615
4.1	Trunk Design Supplement	Up to \$3,000	Up to \$146,615

Recommendation:

1. Approve the execution of Work Order 4 under the Sewer Trunk consultant contract.
2. Authorize the expenditure not to exceed \$30,995 under this work order and \$146,615 under the contract.



Work Order 4
Trunk Replacement Final Design
R. O. Anderson Sewer Consultant Contract

1. This is a Work Order in accordance with the contract between R. O. Anderson, Incorporated and the City of Bishop executed 15 May 2012 for the Sewer Trunk Replacement project.
2. The scope of the work and the associated estimated cost covered by this Work Order is shown in R. O. Anderson's Proposal for Final Design for Sewer Trunk Replacement Project dated 1 April 2014. The work described in section 2.0, Alternatives, of the proposal is not authorized at this time and may be authorized in a supplemental Work Order.
3. The cost for the work covered by this Work Order is \$27,955 bringing the total not-to-exceed amount for the contract to \$143,615.

Agreed:

City of Bishop
By:

R. O. Anderson Engineering
By:

Keith Caldwell
City Administrator

Date

Date



April 1, 2014

David Grah, Director of Public Works
CITY OF BISHOP
377 West Line Street
Bishop, CA 93514
davegrah@ca-bishop.us

Sent Via Email and U.S. Mail

Proposal for Work Order No. 4 to Sewer Trunk Replacement Project
Final Design

Dear Mr. Grah:

We propose to amend our existing contract with the City of Bishop (City) to include Work Order No. 4, Final Design. The existing contract was approved by the City on May 18, 2012.

Under this Work Order R.O. Anderson Engineering, Inc. will perform the following services generally in accordance with the following time frame.

1.0 Final Design

1.1 65% Design

Based upon the Final Preliminary Engineering Report (Task 1) and Environmental (Task 3), R.O. Anderson will prepare the 65% design of the selected alternative D. This will include plans, profiles, details, temporary bypass layout, and notes. The design will be developed sufficiently to show the intent but may not include all specifications or details at the 65% level. The 65% design would also include a conceptual design of equipment and/or devices to allow the District to divert a portion of the flow to the City at the proposed siphon diversion manhole.

Deliverables:

- Electronic and hard copies of the 65% design
- Updated Cost Estimates
- Technical memorandum describing the design to date that points out any deviations from the 30% design (Final Preliminary Engineering Report), concerns (if any), and required decisions/action on the part of the City.

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PHYSICAL

1603 Esmeralda Avenue
Minden, Nevada 89423
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• Lubbock, Texas

Mr. David Grah
April 1, 2014
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1.2 City Review of 65% Design

The City will review the 65% design and technical memorandum and prepare a list of comments and concerns. R.O. Anderson will be available by telephone and e-mail for any questions or discussion. As determined, we may additionally seek preliminary review from LADWP, and/or ESCSD, and/or Inyo County Environmental Health.

1.3 95% Design, Specifications and Contract Documents (Permit Set)

R.O. Anderson will prepare 95% plans, technical specifications, and assist the City as necessary with preparing and compiling contract documents for the project incorporating all relevant comments received on the 65% design. These documents will be virtually complete including: plans, profiles, details, notes, specifications, and contract documents. Specifications will be generally structured per the Caltrans Standard Specifications and Standard Plans, and customized to fit the project and the regulatory requirements of the various agencies having jurisdiction (including the City). Contract Documents will be in the Caltrans Standard Specifications and Standard Plans format and customized for the project and requirements of the regulatory agencies (including the City). R.O. Anderson will be available as desired by the City to assist with preparing and/or assembling the Contract Documents. The 95% documents will be considered the Permit Set.

Deliverables:

- Electronic and hard copies of the Permit Set
- Updated Cost Estimates
- Technical memorandum describing the design to date that points out any deviations from the 30% design and 65% design, concerns (if any), and required decisions/action on the part of the City (if any).
- Applications to the various review agencies (less permit and review fees) as listed in 1.4 below.

1.4 Review of 95% Design, Specifications and Contract Documents (Permit Set)

The Permit Set will be distributed to the following agencies for review and approval:

- City
- Lahontan Regional Water Quality Control Board (LRWQCB): Storm Water Construction Permit; DeMinimus permit for dewatering (if Required); Dredge and Fill Permit (if required for the construction in the Bishop Creek Canal)
- Inyo County Environmental Health
- Los Angeles Department of Water and Power, for activities on, and dewatering to, LADWP land; and within the Bishop Creek Canal.

Mr. David Grah
April 1, 2014
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- Eastern Sierra Community Service District (ESCSA) for activities in the vicinity of their sewer line and within common easements.
- U.S. Army Corps of Engineers Streambed Alteration (if required for the Bishop Creek Canal). California Department of Fish and game has preliminarily determined this to be a water of the U.S. and if it is, a 404 Permit or Nationwide Permit could be required.
- California Department of Fish and Game (if required based upon the determinations made in the environmental)

1.5 Final Design, Specifications & Contract Documents (Final Documents)

All comments of the reviewing agencies will be addressed and incorporated as appropriate into the Final Design, Specifications & Contract Documents (Final Documents).

Deliverables:

- Electronic and hard copies of the Final Documents.
- Updated Cost Estimates.
- Technical memorandum describing the design to date and compliance with comments and permit conditions.

2.0 Alternatives

2.1 Proportional Flow Diversions

This alternative includes devices and equipment incorporated into the proposed siphon diversion manhole that would allow the District to automatically divert a portion of the flow to the City (rather than the current all or nothing gates). If the City desires to pursue this we would first complete a conceptual design of the proportional flow diversion. If, after review of the conceptual design that will be completed under 1.1 above the City elects to pursue this option, ROA will include it in the remaining scope of work under 1.2 through 1.5.

ROA proposes to do Items 1.1 through 1.5 for a lump Sum of \$27,955.00. We would start on this work upon your authorization and expect to have the 95% Design, Specifications and Contract Documents (Permit Set) complete within 30 days of completion of the Environmental (Work Order No. 3). The remaining work timing depends to a large degree upon the responses from reviewing agencies. However, we expect that the Final Design, Specifications & Contract Documents (Final Documents) will be complete within 75 days of completing the permit set.

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R O Anderson

Mr. David Grah
April 1, 2014
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If after review of the 65% Design that will include conceptual design of a Proportional Flow Diversion, the City elects to include this in the final plans we will complete Item 2.1 for a lump sum fee of \$500 if the selected device is only mechanical such as an adjustable orifice or weir; \$1,500 if it is an electromechanical device such as a pump; or \$3,000 if it is an electromechanical device with control systems that are more complex than on/off.

During your review of this proposal, should you have questions or wish to clarify any element, I trust you will contact me.

Yours sincerely,

R.O. ANDERSON ENGINEERING, INC.

 FOR:

Kent Neddenriep, P.E.
Director of Engineering/Project Manager

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TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR *kc*

SUBJECT: SECOND INCREASE TO AUTHORIZED EXPENDITURES FOR WYE ROAD PROJECT

DATE: APRIL 14, 2014

ATTACHMENTS:

- STAFF MEMO
- DRAFT CHANGE ORDER #5

BACKGROUND/SUMMARY

Public Works Director Grah has provided an update to the Wye Road Intersection Improvement Project along with a second request to increase the total expenditure for the project.

The previously deteriorating pavement in the Wye Road area has been made even worse due to construction. The proposal would place 270 feet of additional asphalt concrete overlay as part of the project. The cost of the additional overlay is \$39,436.00, taking the total cost of the Wye Road Intersection Improvement project to \$605,000.

The City budgeted \$739,169 in Capital Improvement FY 2013-2014 for the Wye Road Project.

RECOMMENDATION

Council consideration to authorize the expenditure of up to \$605,000 through the construction contract with Marzano and Sons for the Wye Road Intersection Improvement Project.



To: Keith Caldwell, City Administrator *Krc*
From: David Grah, Director of Public Works *DG*
Subject: Second Increase to Authorized Expenditure for Wye Road Project

Date: 8 April 2014

Previous: 17 February 2006, 14 August 2007, 2 September 2008, 21 January 2009,
10 April 2009, 19 April 2011, 12 August 2011, 8 May 2012, 18 June 2012,
12 October 2012, 15 April 2013, 16 July 2013, 16 August 2013, 26 August 2013,
13 November 2013

Funding: Wye Road Intersection Improvements

General:

An increase in the authorized expenditure is proposed for the construction of the Wye Road Intersection Improvements project.

Background:

At its 26 August 2013 meeting, the City Council awarded the construction contract for the Wye Road intersection Improvements project to Marzano and Sons of June Lake and authorized the expenditure of up to \$507,431.93 through that contract. The \$507,431.93 consisted of Marzano's \$483,268.50 low bid and \$24,163.43 (5%) contingencies. This amount was raised in November 2013 to \$582,565.93 to allow for the change from a slurry seal to an overlay over existing pavement in the intersection.

All planned work was completed on the project last fall except for work to correct the rough trench patching on Wye Road. The contractor plans work to smooth the patching in the next month or so. Once payment is made for this trench work, about \$75,000 would be remaining from the funds allocated to the project from Kmart and Caltrans. Unused funds would be returned to Kmart and to Caltrans who funded the project.

City staff time spent on street projects is typically reimbursed to the extent project funds are available after contractor and consultant expenses are paid. City staff costs on construction of the Wye Road project would be reimbursed out of the about \$75,000 remaining funds. Total city staff costs for construction of the Wye Road project are estimated to be between \$35,000 and \$40,000. These expenditures are essentially reflected in the city budget as personal service costs for streets (fund 001-023). Reimbursement of expenditures on street projects is typically not budgeted and so any reimbursement amounts to a windfall when it is received.

It is proposed to place additional asphalt concrete overlay as part of the Wye Road Intersection Improvements project. This overlay would be placed on about 270 feet of Wye Road that is east of the recent overlay placed in the area of the Wye Road intersection. Previously deteriorated pavement has been made even worse in this area as a result of the construction of the Wye Road

project. In addition, some of this area was originally slated to receive slurry seal in the original plans and was inadvertently omitted from the subsequent change to overlay in the area of the intersection. The cost of the additional overlay is estimated to be \$39,436.00.

The attached Contract Change Order 5 has been drafted for this work. Approximately a 5% contingency is proposed for this Change Order 5 work which would bring the total expenditure through the Wye Road Intersection Improvements project construction contract to \$605,000. Although \$739,169 is budgeted for Capital Improvement on the Wye Road project this fiscal year (line item 036-000-56027), that value exceeds the actual funds remaining on the project.

Recommendation:

That the City Council authorize the expenditure of up to \$605,000 through the construction contract with Marzano and Sons for the Wye Road Intersection Improvements project.



CITY OF BISHOP

377 West Line Street - Bishop, California 93514
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760-873-8458 publicworks@ca-bishop.us
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Wye Road Intersection Improvements Project Contract Change Order 5 15 April 2014

This Change Order provides for the placement of 1/2 inch Hot Mix Overlay (HMA) Type A 0.10 feet thick from about 23+65 to about 26+25 as directed by the Engineer.

Changes:

1. Place HMA Overlay. HMA Overlay shall be measured actual.
2. Provide conform grinds for overlay.
3. Provide traffic control for overlay.

Contract Time and Cost Adjustments:

Change	Working Days	Cost	Per	To Item	Estimated Total
1	1	\$3.48	Square Foot	None	\$37,236
2	0	\$1,200	Lump Sum	None	\$1,200
3	0	\$1,000	Lump Sum	None	\$1,000
Totals	1				\$39,436

Resident Engineer

Date

Contractor

Date

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: OpenGov, Inc. Renewal (previously Delphi Solutions)

DATE: April 14, 2014

ATTACHMENTS:

- OpenGov, Inc. Software Agreement

BACKGROUND/SUMMARY

On December 10, 2012 the City entered into a service agreement with Delphi Solutions, Inc. to provide a cloud-based financial transparency tool accessible on the City's website. The City's Revenue and Expenditures are displayed in various spreadsheet and chart formats utilizing data provided to OpenGov on a monthly basis by the Assistant Finance Director.

The contract is up for renewal effective March 15, 2014.

RECOMMENDATION

Council consideration to renew agreement with OpenGov, Inc. for financial transparency software.

OPENGOV, INC. SOFTWARE AGREEMENT

CUSTOMER INFORMATION

	<u>ORGANIZATION CONTACT</u>	<u>BILLING CONTACT (If Different)</u>
Customer Name:	City of Bishop, CA	
Contact Name:		
Address:		
Telephone:		
Email:		

Effective Date: 3/15/14

Software Services:

Annual Budget View: A proprietary web application that visualizes the customer's general ledger and chart of accounts, making multiple years of annual financial data accessible to citizens and staff through an online portal.

Current Year View: A proprietary web application that visualizes the customer's general ledger and chart of accounts such that monthly, quarterly, or year-to-date financial data is accessible through an online portal.

Fees: In consideration of Customer using the Services identified above, Customer shall pay OpenGov, Inc. a fee of \$1,788, billed annually in advance for the period of the agreement, commencing on the Effective Date. As of the Effective Date, this agreement supersedes all previous agreements between OpenGov, Inc. and the Customer.

Welcome to OpenGov! Thanks for using our software. This Software Agreement ("Agreement") is entered into between OpenGov, Inc., with its principal place of business at 1023 Shoreline Blvd, Suite 100, Mountain View, CA 94043 ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Agreement includes and incorporates the OpenGov Terms and Conditions available at www.OpenGov.com/terms. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the OpenGov Terms and Conditions. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the terms in the Agreement to the exclusion of all other terms.

SIGNATURES

Customer

Signature: _____
Printed Name: _____
Title: _____
Date: _____

OpenGov Inc.

Signature: _____
Printed Name: _____
Title: _____
Date: _____