

CITY OF BISHOP  
CITY COUNCIL MINUTES  
MAY 27, 2014

CALL TO ORDER Mayor Ellis called the meeting of the Bishop City Council to order at 7:02 p.m. in the City Council Chambers, 301 West Line Street, Bishop, California.

INVOCATION The invocation was given by Pastor Kathleen Puntar of the United Methodist Church followed by the Pledge of Allegiance led by Councilmember Stottlemyre.

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

COUNCIL ABSENT Councilmember Laura Smith was absent and excused.

OTHERS PRESENT Keith Caldwell, City Administrator/Community Services Director  
Robin Picken, Assistant City Clerk  
Ryan Jones, City Attorney  
Lorraine Ray, Assistant Finance Director  
Ray Seguire, Fire Chief  
Dan Nolan, Police Sergeant  
David Grah, Public Works Director/City Engineer  
Gary Schley, Planning Director/Public Services Officer

PUBLIC COMMENT The Mayor announced the public comment period.

Immediate Past Water and Sewer Vice Chair and Commissioner Forrest Cross thanked Council for supporting the Water and Sewer Commission throughout his terms as a Commissioner with the City of Bishop.

Council thanked Forrest Cross for his dedication in helping the City of Bishop throughout his years of service on the Water and Sewer Commission. Public Works Director Grah also thanked Forrest Cross for the expertise and leadership he brought with him to the Water and Sewer Commission as a member and a Chair.

No further public comments were provided.

DEPARTMENT HEAD REPORTS Reports from the Fire Department, Police Department, Public Works Department, Administration and Community Services Departments 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  
(1)  
Motion/Glidewell**

A motion was made by Councilmember Glidewell to approve the Consent Calendar as presented. Motion passed 4-0. Councilmember Smith was absent and excused.

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

Noes: None

Abstain: None

Absent: Councilmember Smith

**FOR APPROVAL/FILING**

- (a) Study Session – April 14, 2014
- (b) Council Meeting – April 14, 2014
- (c) Personnel Status Change Report
- (d) Part-Time Employees Wage Scale – Fiscal Year 2014-2015
- (e) Letter of Appreciation to Forrest Cross

**FOR INFORMATION/FILING**

- (f) Water & Sewer Commission Meeting Agenda – 5/13/14
- (g) Planning Commission Meeting Agenda – 5/28/14
- (h) Public Works Building Permits – April 2014
- (i) Water Fund Monthly Balance 2013/2014
- (j) Sewer Fund Monthly Balance 2013/2014

**NEW BUSINESS**

**GENERAL MUNICIPAL  
ELECTION –  
RESOLUTIONS  
(2)  
Motion/Stottlemyre**

After a review of the proposed resolutions to facilitate the General Municipal Election to be held on November 4, 2014, Council took the following action:

Councilmember Stottlemyre made a motion to adopt Resolution No. 14-07 by title only, "RESOLUTION NO. 14-07 A RESOLUTION OF THE CITY OF BISHOP, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 4, 2014 FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES". Motion passed 4-0. Councilmember Smith was absent and excused.

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

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to adopt Resolution No. 14-08 by title only, "RESOLUTION NO. 14-08 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, STATE OF CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF INYO TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 4, 2014 WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE". Motion passed 4-0. Councilmember Smith was absent and excused.

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

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to adopt Resolution No. 14-09 by title only, "RESOLUTION NO. 14-09 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BISHOP, CALIFORNIA, 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". Motion passed 4-0. Councilmember Smith was absent and excused.

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

APPOINTMENT OF  
ACCOUNTING SECRETARY  
(3)

Assistant Finance Director Ray reviewed the Accounting Secretary position and current Part-Time Office Assistant Jana Currie's work performance.

City Administrator Caldwell and Assistant Finance Director Ray changed the recommendation on this

item's agenda memorandum to the following for Council's consideration:

- 1) Approve the revised Accounting Secretary job description.
- 2) Waive the hiring freeze to hire an Accounting Secretary.

Motion/Gardner

After a brief discussion, Mayor Pro Tem Gardner made a motion to approve the revised Accounting Secretary job description and to waive the hiring freeze to hire an Accounting Secretary. Motion passed 4-0. Councilmember Smith was absent and excused.

Ayes: Councilmember Stottlemire, Glidewell,  
Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: Councilmember Smith

PUBLIC WORKS INTERN  
(4)

Public Works Director Grah provided a review of the City's Public Works Intern recruitment and asked Council to consider waiving the hiring freeze to hire a Public Works Intern.

Motion/Glidewell

After a brief discussion, Councilmember Glidewell made a motion to waive the hiring freeze to hire a Public Works Intern to work in the Public Works Department for 10 weeks beginning June 9, 2014. Motion passed 4-0. Councilmember Smith was absent and excused.

Ayes: Councilmember Stottlemire, Glidewell,  
Mayor Pro Tem Gardner, and Mayor Ellis

Noes: None

Abstain: None

Absent: Councilmember Smith

WARREN STREET  
CONSTRUCTION PROJECT-  
WORK ORDER 3  
(5)

Motion/Stottlemire

Public Works Director Grah provided a review of the Warren Street Improvement Project and its Work Orders.

A motion was made by Councilmember Stottlemire to execute Work Order 3 under the contract with Triad Holmes Associates for the Warren Street Improvement Project and authorize the expenditure not to exceed \$58,500 under this Work Order and not to exceed \$248,500 under the contract. Motion passed 4-0. Councilmember Smith was absent and excused.

Ayes: Councilmember Stottlemire, Glidewell,

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

COUNCIL REPORTS

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

ADJOURNMENT

The Mayor adjourned the meeting at 8:03 p.m. to the City Council Regular Meeting scheduled for Monday, June 9, 2014 at 7:00 p.m. in the City Council Chambers.

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JIM ELLIS, MAYOR

Attest: Keith Caldwell, City Clerk

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