"SMALL TOWN WITH A BIG BACKYARD"

COUNCIL AGENDA PACKET

AUGUST 11, 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, AUGUST 11, 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 Seguine
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.

IDEAS FOR COMMUNITY PROMOTIONS - presented by Alex Yerkes

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) Council Study Session - July 28, 2014
(b) Council Meeting - July 28, 2014

	(c) Council Special Meeting - July 31, 2014
Schedules	(d) Monthly Salary Schedule - 7/1/14 - 6/30/15
FOR INFORMATION/FILING	
Reports	(e) Public Works Building Permits - July 2014

NEW BUSINESS

(2) 2014 INYO COUNTY GRAND JURY REPORT – Council review and consideration to approve the City responses to the 2014 Grand Jury Report relating to the annual inspection of the Bishop Police Department annual facility inspection – Police.

(3) WAIVE THE HIRING FREEZE TO FILL VACANT CROSSING GUARD POSITION - Council consideration to waive the hiring freeze and hire a Crossing Guard to fill the current vacancy - Police.

(4) CONTRACT AMENDMENT WITH R.O. ANDERSON FOR THE EASTERN SIERRA COMMUNITY SERVICES DISTRICT (ESCSD) TREATMENT PLANT COOPERATION FEASIBILITY AGREEMENT - Council consideration to approve the contract amendment with R.O. Anderson for the ESCSD Treatment Plan Cooperation Feasibility Agreement - Public Works.

(5) MOTOR FOR WELL 2 - Council consideration to approve the purchase of a new motor for Well 2 - Public Works.

COUNCIL AND COMMITTEE REPORTS

ADJOURNMENT

Monday, August 25, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Monday, September 8, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Monday, September 22, 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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MONDAY, AUGUST 11, 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. Selection of Quarterly Citizen Award to be presented September 8
2. Discuss League of California Cities 2014 Annual Conference Resolution
3. Discuss Restricted Parking
4. Current 7:00 p.m. agenda items
5. Future agenda items
6. Department Head Reports

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

CLOSED SESSION
1. POTENTIAL LITIGATION – Conference with Legal Counsel – Anticipated Litigation - Significant exposure to litigation pursuant to Government Code §54956.9 (b) – 1 potential case

REPORT ON ACTIONS TAKEN IN CLOSED SESSION AS REQUIRED BY LAW

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

1400 K Street
Sacramento, CA 95814
ph: (916) 658-8200
fx: (916) 658-8240

LEAGUE OF CALIFORNIA CITIES

www.cacities.org

RECEIVED
JUL 21 2014
CITY OF BISHOP

July 14, 2014

TO: Mayors, City Managers and City Clerks
League Board of Directors

RE: Annual Conference Resolutions Packet
Notice of League Annual Meeting

Enclosed please find the 2014 Annual Conference Resolutions Packet.

Annual Conference in Los Angeles. This year's League Annual Conference will be held September 3-5 in Los Angeles. The conference announcement has previously been sent to all cities and we hope that you and your colleagues will be able to join us. More information about the conference is available on the League's Web site at www.cacities.org/ac. We look forward to welcoming city officials to the conference.

Annual Luncheon/Business Meeting - Friday, September 5, 12:00 p.m. The League's Annual Business Meeting will be held at the Los Angeles Convention Center.

Resolutions Packet. At the Annual Conference, the League will consider the one resolution introduced by the deadline, Saturday, July 5, 2014, midnight. The resolution is included in this packet. Resolutions submitted to the General Assembly must be concurred in by five cities or by city officials from at least five or more cities. These letters of concurrence are included with this packet. We request that you distribute this packet to your city council.

We encourage each city council to consider the resolution and to determine a city position so that your voting delegate can represent your city's position on each resolution. A copy of the resolution packet is posted on the League's website for your convenience: www.cacities.org/resolutions.

The resolutions packet contains additional information related to consideration of the resolution at the Annual Conference. This includes the date, time and location of the meetings at which the resolution will be considered.

Voting Delegates. Each city council is encouraged to designate a voting delegate and two alternates to represent their city at the Annual Business Meeting. A letter asking city councils to designate their voting delegate and two alternates has already been sent to each city. Copies of the letter, voting delegate form, and additional information are also available at: www.cacities.org/resolutions. The deadline for submitting a voting delegate form prior to the Annual Conference is August 15, 2014.

Please Bring This Packet to the Annual Conference
September 3 – 5, Los Angeles

LEAGUE®
OF CALIFORNIA
CITIES

Annual Conference Resolutions Packet

2014 Annual Conference Resolutions

116th Annual Conference

Los Angeles

September 3 - 5, 2014

INFORMATION AND PROCEDURES

RESOLUTIONS CONTAINED IN THIS PACKET: The League bylaws provide that resolutions shall be referred by the president to an appropriate policy committee for review and recommendation. Resolutions with committee recommendations shall then be considered by the General Resolutions Committee at the Annual Conference.

This year, one resolution has been introduced for consideration by the Annual Conference and referred to the League policy committees.

POLICY COMMITTEES: Two policy committees will meet at the Annual Conference to consider and take action on the resolution referred to them. The committees are Environmental Quality and Public Safety. These committees will meet on Wednesday, September 3, 2014, at the JW Marriott Hotel in Los Angeles. The sponsor of the resolution has been notified of the time and location of the meetings.

GENERAL RESOLUTIONS COMMITTEE: This committee will meet at 1:00 p.m. on Thursday, September 4, at the Los Angeles Convention Center, to consider the reports of the two policy committees regarding the resolution. This committee includes one representative from each of the League's regional divisions, functional departments and standing policy committees, as well as other individuals appointed by the League president. Please check in at the registration desk for room location.

ANNUAL LUNCHEON/BUSINESS MEETING/GENERAL ASSEMBLY: This meeting will be held at 12:00 p.m. on Friday, September 5, at the Los Angeles Convention Center.

PETITIONED RESOLUTIONS: For those issues that develop after the normal 60-day deadline, a resolution may be introduced at the Annual Conference with a petition signed by designated voting delegates of 10 percent of all member cities (47 valid signatures required) and presented to the Voting Delegates Desk at least 24 hours prior to the time set for convening the Annual Business Session of the General Assembly. This year, that deadline is 12:00 p.m., Thursday, September 4. If the petitioned resolution is substantially similar in substance to a resolution already under consideration, the petitioned resolution may be disqualified by the General Resolutions Committee.

Resolutions can be viewed on the League's Web site: www.cacities.org/resolutions.

Any questions concerning the resolutions procedures may be directed to Meg Desmond at the League office: mdesmond@cacities.org or (916) 658-8224

GUIDELINES FOR ANNUAL CONFERENCE RESOLUTIONS

Policy development is a vital and ongoing process within the League. The principal means for deciding policy on the important issues facing cities is through the League's eight standing policy committees and the board of directors. The process allows for timely consideration of issues in a changing environment and assures city officials the opportunity to both initiate and influence policy decisions.

Annual conference resolutions constitute an additional way to develop League policy. Resolutions should adhere to the following criteria.

Guidelines for Annual Conference Resolutions

1. Only issues that have a direct bearing on municipal affairs should be considered or adopted at the Annual Conference.

2. The issue is not of a purely local or regional concern.

3. The recommended policy should not simply restate existing League policy.

4. The resolution should be directed at achieving one of the following objectives:

    (a) Focus public or media attention on an issue of major importance to cities.

    (b) Establish a new direction for League policy by establishing general principals around which more detailed policies may be developed by policy committees and the board of directors.

    (c) Consider important issues not adequately addressed by the policy committees and board of directors.

    (d) Amend the League bylaws (requires 2/3 vote at General Assembly).

LOCATION OF MEETINGS

Policy Committee Meetings

Wednesday, September 3, 2014
JW Marriott Los Angeles Hotel
900 West Olympic Boulevard, Los Angeles

Environmental Quality: 9:00 a.m. – 10:30 a.m.
Public Safety: 10:30 a.m. – 12:00 p.m.

General Resolutions Committee

Thursday, September 4, 2014, 1:00 p.m.
Los Angeles Convention Center
1201 South Figueroa Street, Los Angeles

Annual Business Meeting and General Assembly Luncheon

Friday, September 5, 2013, 12:00 p.m.
Los Angeles Convention Center
1201 South Figueroa Street, Los Angeles

KEY TO ACTIONS TAKEN ON RESOLUTIONS

Resolutions have been grouped by policy committees to which they have been assigned.

Number	Key Word Index	Reviewing Body Action		
		1	2	3

1 - Policy Committee Recommendation to General Resolutions Committee
2 - General Resolutions Committee
3 - General Assembly

ENVIRONMENTAL QUALITY POLICY COMMITTEE

		1	2	3
1	Illegal Marijuana Grow Site			

PUBLIC SAFETY POLICY COMMITTEE

		1	2	3
1	Illegal Marijuana Grow Site			

Information pertaining to the Annual Conference Resolutions will also be posted on each committee's page on the League website: www.cacities.org. The entire Resolutions Packet will be posted at: www.cacities.org/resolutions.

KEY TO ACTIONS TAKEN ON RESOLUTIONS *(Continued)*

Resolutions have been grouped by policy committees to which they have been assigned.

KEY TO REVIEWING BODIES

1. Policy Committee
2. General Resolutions Committee
3. General Assembly

ACTION FOOTNOTES

* Subject matter covered in another resolution

** Existing League policy

*** Local authority presently exists

KEY TO ACTIONS TAKEN

A	Approve
D	Disapprove
N	No Action
R	Refer to appropriate policy committee for study
a	Amend+
Aa	Approve as amended+
Aaa	Approve with additional amendment(s)+
Ra	Refer as amended to appropriate policy committee for study+
Raa	Additional amendments and refer+
Da	Amend (for clarity or brevity) and Disapprove+
Na	Amend (for clarity or brevity) and take No Action+
W	Withdrawn by Sponsor

Procedural Note: Resolutions that are approved by the General Resolutions Committee, as well as all qualified petitioned resolutions, are reported to the floor of the General Assembly. In addition, League policy provides the following procedure for resolutions approved by League policy committees but *not* approved by the General Resolutions Committee:

Resolutions initially recommended for approval and adoption by all the League policy committees to which the resolution is assigned, but subsequently recommended for disapproval, referral or no action by the General Resolutions Committee, shall then be placed on a consent agenda for consideration by the General Assembly. The consent agenda shall include a brief description of the basis for the recommendations by both the policy committee(s) and General Resolutions Committee, as well as the recommended action by each. Any voting delegate may make a motion to pull a resolution from the consent agenda in order to request the opportunity to fully debate the resolution. If, upon a majority vote of the General Assembly, the request for debate is approved, the General Assembly shall have the opportunity to debate and subsequently vote on the resolution.

2014 ANNUAL CONFERENCE RESOLUTIONS

RESOLUTION REFERRED TO ENVIRONMENTAL QUALITY AND PUBLIC SAFETY POLICY COMMITTEES

1. **A RESOLUTION CALLING UPON THE GOVERNOR AND THE LEGISLATURE TO CONVENE A SUMMIT TO ADDRESS THE DEVASTATING ENVIRONMENTAL IMPACTS OF ILLEGAL MARIJUANA GROWS ON BOTH PRIVATE AND PUBLIC LANDS THROUGHOUT CALIFORNIA AND THE INCREASING PROBLEMS TO PUBLIC SAFETY RELATED TO THESE ACTIVITIES BY WORKING IN PARTNERSHIP WITH THE LEAGUE OF CALIFORNIA CITIES TO DEVELOP RESPONSIVE SOLUTIONS AND TO SECURE ADEQUATE FUNDING FOR COST-EFFECTIVE IMPLEMENTATION STRATEGIES.**

Source: Redwood Empire Division
Concurrence of five or more cities/city officials: Cities of Arcata; Blue Lake; Clearlake; Cloverdale; Crescent City; Eureka; Fort Bragg; Healdsburg; Lakeport; Trinidad; and Ukiah
Referred to: Environmental Quality and Public Safety Policy Committees
Recommendation to General Resolutions Committee:

WHEREAS, public concerns in response to widespread damage to fish and wildlife resources and degradation to California's environment, and threats to public safety resulting from illegal marijuana cultivation statewide requires urgent action by the Governor and the Legislature, and

WHEREAS, local governments and the public support the State's primary objectives in complying with environmental laws including the Clean Water Act, Porter-Cologne Water Quality Control Act, and Endangered Species Act and are supported by substantial public investments at all levels of government to maintain a healthy and sustainable environment for future citizens of California, and

WHEREAS, illegal marijuana cultivation activities include habitat destruction and fragmentation, poaching wildlife, illegal water diversions, unregulated use of fertilizers, pesticides, insecticides, rodenticides, soil amendments contaminating land and waters without regard for the cumulative impacts to the environment or public health, and

WHEREAS, changing global climate conditions are posing escalated threats in California to health, well-being, nature and property; as evidenced by critical water shortages across the state due to prolonged drought conditions, and

WHEREAS, illegal water diversion for the purpose of cultivating marijuana plantations poses a direct threat to California's endangered and threatened anadromous fish species, including coho salmon, Chinook salmon, steelhead trout and other aquatic species, especially at critical life phases during seasonally low flow conditions; and

WHEREAS, California is a leader in the global effort to fight climate change and is pursuing a broad, integrated strategy to reduce greenhouse gas emissions and conserve energy, yet in a recent Lawrence Livermore Lab study estimated that upwards of 10% of electricity usage statewide can be attributed to indoor marijuana cultivation; these sites are often the causation of fires and home invasion incidents due to criminal activity, and

WHEREAS, the presence of illegal marijuana growing sites on State and federal public lands is creating unsafe conditions for visitors; these lands are taxpayer supported and intended to be managed for recreation, resource conservation and the enjoyment by the public, and

WHEREAS, increasing violence and threats to public safety related to illegal marijuana grows is contributing to a sense of lawlessness and impacting nearby communities where criminal activities are expanding, and

WHEREAS, the issue of illegal marijuana grows has reached a crisis level across the state as evidenced by the murder of former League Board member, Fort Bragg Councilmember and veteran forester Jere Melo who was fatally shot down while investigating a report of a marijuana grow on private timberlands in northern California.

RESOLVED, at the League General Assembly, assembled at the League Annual Conference on September 5, 2014 in Los Angeles, that the League calls for the Governor and the Legislature to work with the League and other stakeholders to convene a summit to address the devastating environmental impacts of illegal marijuana grows on both private and public lands and the increasing problems to public safety related to these activities.

FURTHER RESOLVED, that the League will work with its member cities to educate State and federal officials regarding emerging concerns from their communities and citizenry and to the challenges facing local governments. Therefore, we request the Governor and the Legislature to work with the League to provide responsive solutions with adequate funding support and effective State and federal government leadership to address widespread environmental damage and associated threats to public safety impacting every region in the State of California.

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Background Information on Resolution No. 1

Source: Redwood Empire Division

Background:
When California voters approved Proposition 215 in 1996 there was little thought given to a wide range of problems which have emerged in association with the increased availability and demand for marijuana. Cities within the Redwood Empire Division have grappled with the impacts of illicit marijuana grow sites for decades. Yet in recent years the environmental degradation from marijuana growing operations and public safety threats has grown exponentially. In 2011, Fort Bragg City Council Member Jere Melo was fatally shot while investigating illegal marijuana cultivation on private timber lands in Mendocino County.

Illegal marijuana cultivation activities are causing extreme environmental degradation including habitat destruction and fragmentation, illegal water diversions, killing and poisoning wildlife, unregulated use of fertilizers, pesticides, rodenticides contaminating land and polluting waters without regard for the cumulative impacts to the environment and the public's health and safety. It is expensive to remediate this environmental destruction that often destroys significant, federal, state, local, tribal and private investments in restoring or protecting the surrounding landscape.

Public concern for widespread, landscape-level environmental damage resulting from unregulated growing operations and escalating violent crimes associated with the marijuana industry has reached a tipping point across the state. The Redwood Empire Division joins with other cities throughout the state in a call for action to reverse these trends.

Current Problem Facing California's Cities:
Cities throughout California state have struggled with regulating medical marijuana dispensaries and grow houses along with the associated community impacts of those facilities and land use activities. Many unforeseen environmental impacts and public safety concerns are now emerging as a consequence of increased production and demand for marijuana.

Critical water shortages across the state due to prolonged drought conditions have resulted in the Governor declaring a Drought State of Emergency. Illegal water diversions for the purposes of cultivating marijuana plantations are increasing throughout the state. These activities impact agricultural production and domestic water use. The cumulative impacts to watershed health are considerable and pose direct threats to California's salmon, trout and other sensitive aquatic species, especially at critical life stages during seasonally low flow conditions. In addition, under drought conditions, the risk of fire is elevated. The presence of marijuana grow sites in fire prone areas contributes to potential wildfire risks at the Wildland/Urban Interface.

The presence of illegal marijuana growing sites on state and federal public lands creates unsafe conditions for visitors. These lands are managed with taxpayer support and are intended to be for enjoyment by the public, recreation and conservation. However, the increasing level of violence and threats to public safety related to illegal marijuana grows on both private and public lands are contributing to a sense of lawlessness and impacting nearby communities where criminal activities are expanding.

The lack of oversight of marijuana cultivation operations to ensure compliance with existing state and federal environmental regulations is impacting water quality and quantity statewide. The current legal and regulatory framework is inadequate to address numerous environmental issues, as well as public health and safety.

Redwood Empire Division Resolution:
The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the rising threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions, and secure adequate funding for implementation strategies.

The issues surrounding marijuana production and distribution are complex and require a comprehensive statewide approach. California cities need to have a strong voice in this process. The mission of the League of California Cities is to enhance the quality of life for all Californians and we believe that our strength lies in the unity of our diverse communities on issues of mutual concern.

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League of California Cities Staff Analysis on Resolution No. 1

Staff: Tim Cromartie (916) 658-8252
Committee: Public Safety Policy Committee

Summary:
This Resolution seeks to highlight the environmental and public safety issues triggered by illegal marijuana cultivation, and calls upon the League, the Governor and the Legislature to take action by convening a summit to address the environmental impacts of such cultivation sites. It also calls upon the State of California to provide solutions in response, including sufficient funding to decisively address the problem.

Background:
The sponsor of this resolution argues that when California voters approved Proposition 215 in 1996, little thought was given to a wide range of problems which have emerged in association with the increased availability and demand for marijuana. Cities within the Redwood Empire Division have grappled with the impacts of illicit marijuana cultivation sites for decades. Yet in recent years the environmental degradation from marijuana growing operations and public safety threats has grown exponentially. In 2011, Fort Bragg City Council Member Jere Melo was fatally shot while investigating illegal marijuana cultivation on private timber lands in Mendocino County.

Illegal marijuana cultivation activities are causing extreme environmental degradation including habitat destruction and fragmentation, illegal water diversions, killing and poisoning wildlife, unregulated use of fertilizers, pesticides, rodenticides contaminating land and polluting waters without regard for the cumulative impacts to the environment and the public's health and safety. It is expensive to remediate this environmental destruction which often destroys significant, federal, state, local, tribal and private investments in restoring or protecting the surrounding landscape.

Critical water shortages across the state due to prolonged drought conditions have resulted in the Governor declaring a Drought State of Emergency. Illegal water diversions for the purposes of cultivating marijuana plantations are increasing throughout the state. These activities impact agricultural production and domestic water use. The cumulative impacts to watershed health are considerable and pose direct threats to California's salmon, trout and other sensitive aquatic species, especially at critical life stages during seasonally low flow conditions. In addition, under drought conditions, the risk of fire is elevated. The presence of marijuana grow sites in fire prone areas contributes to potential wildfire risks at the Wildland/Urban Interface.

The lack of oversight of marijuana cultivation operations to ensure compliance with existing state and federal environmental regulations is impacting water quality and quantity statewide. The current legal and regulatory framework is inadequate to address numerous environmental issues, as well as public health and safety.

Public concern for widespread environmental damage resulting from unregulated growing operations and escalating violent crimes associated with the marijuana industry has reached a tipping point across the state. The Redwood Empire Division joins with other cities throughout the state in a call for action to reverse these trends.

Note: The League of Cities has joined with the California Police Chiefs Association to co-sponsor legislation, SB 1262 (Correa), to establish a regulatory scheme for medical marijuana that protects local control, addresses the public safety concerns triggered by marijuana regulation, and imposes health and safety standards on marijuana for the first time. However, the measure does not address environmental issues, due to the expense and complexity associated with adding that objective to a bill that already has far-reaching regulatory goals combined with a critical need to contain state costs.

Fiscal Impact:
If the policy advocated by the Resolution is implemented by the state, there will be ongoing and unspecified costs to the State General Fund for enforcement activities, primarily in the rural counties where many of the illicit marijuana cultivation sites are located. Conservatively, the annual costs could run in the hundreds of thousands to low millions to patrol likely grow sites, crack down on illegal water diversion activities, and provide consistent environmental clean-up made necessary by illegal rodenticides and pesticides.

Comment:
To assure success, counties will have to be actively involved in any policy change geared toward rigorous and consistent enforcement against illegal marijuana grows, given the fact that many of the cultivation sites are located in rural areas under the direct authority of county governments. This will require a dialogue with counties, during which the question of local political will to enforce the law, in addition to securing the necessary funding, will arise. If counties should opt not to play an active part in an aggressive enforcement strategy, the chances of success are questionable.

Existing League Policy:
Related to this Resolution, existing policy provides:

- The League opposes the legalization of marijuana cultivation and use for non-medicinal purposes.
- Reaffirming that local control is paramount, the League holds that cities should have the authority to regulate medical marijuana dispensaries, cooperatives, collectives or other distribution points if the regulation relates to location, operation or establishment to best suit the needs of the community.
- The League affirms that revenue or other financial benefits from creating a statewide tax structure on medical marijuana should be considered only after the public safety and health ramifications are fully evaluated.

LETTERS OF CONCURRENCE

Resolution No. 1

Illegal Marijuana Grow Site

City of ARCATA

City Manager (707) 822-5953
Environmental Services 822-8184
Police 822-2428
Recreation 822-7091
Community Development 822-5955
Finance 822-5951
Public Works 822-5957
Transportation 822-3775

736 F Street
Arcata, CA 95521

July 2, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The Arcata City Council supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California, and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. ALL of the rural areas adjacent to the City of Arcata and throughout Humboldt County have been greatly affected by the devastating environmental impacts of illegal marijuana grows!

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me at any time at mwheetley@cityofarcata.org if you have any questions.

Sincerely,

Mark E. Wheetley, Mayor

cc: Kathryn Murray, President, Redwood Empire Division, c/o Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, via email srounds@cacities.org

CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

June 30, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Blue Lake supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Lana Manzanita, Mayor Pro-Tem at 707-497-8159 or joc2zither1@gmail.com, if you have any questions.

Sincerely,

Lana Manzanita Mayor Pro-Tem

Lana Manzanita
Mayor Pro-Tem
City of Blue Lake

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org

City of Clearlake

14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

July 2, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Clearlake supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. The City of Clearlake is experiencing significant issues with illegal grows in the city limits. Individuals are squatting on lands not belonging to them and planting large grows. Grows are being planted near and along creeks going through the city with unknown substances potentially leeching into the waterways. Others are renting properties and clear cutting them of oak and other trees for plant sites often without the knowledge of the property owner. Homeowners tell of not being able to enjoy their own properties with grow sites next to them creating untenable odors, spewing of foul language and concern of threats to their personal safety if they complain. We hear often the concern of increased crime due to the grows in the city.

As a member of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Joan Phillipe at 707-994-8201 x120 or city.administrator@clearlake.ca.us, if you have any questions.

Sincerely,

Joan L. Phillipe
City Manager

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, srounds@cacities.org

CITY OF
CLOVERDALE

June 25, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Cloverdale supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. Throughout the Redwood Empire region including the City of Cloverdale, illegal marijuana grows negatively impact our environmental health and public safety. Last year, the Cloverdale Police Department eradicated over 300 plants within our City Limits. Please note that Cloverdale is a total of 2.5 square miles. These plants use scarce water resources during a water shortage emergency caused by the current drought and contribute to lawlessness that threats the public safety of our citizens.

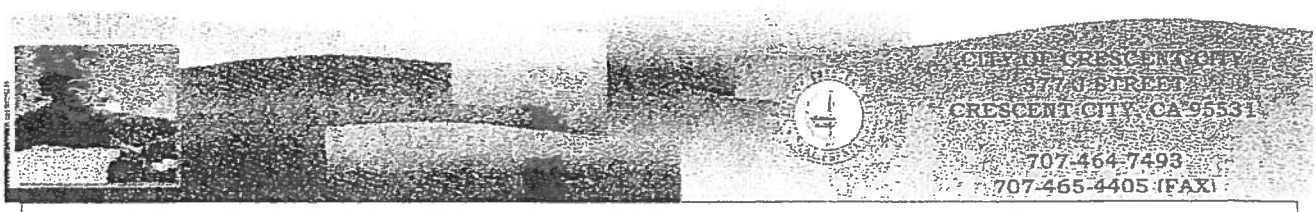
On a personal level, the City of Cloverdale continues to be heartsick for the loss of City of Fort Bragg Council Member JereMelo. Jere was murdered as a result of investigating an illegal marijuana grow. Jere was an exceptional leader in our region, the League of California Cities and the State of California. The City of Cloverdale misses him greatly.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Cloverdale City Manager Paul Cayler at 707-894-1710, if you have any questions.

Sincerely,

Carol Russell
Mayor
City of Cloverdale

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org



CITY OF CRESCENT CITY
377 J STREET
CRESCENT CITY, CA 95531
707-464-7493
707-465-4405 (FAX)

Mayor Rick Holley * Mayor Pro Tem Ron Gastineau
Council Member Richard Enea * Council Member Kelly Schellong * Council Member Kathryn Murray
City Clerk Robin Patch * City Attorney Robert N. Black * City Manager Eugene M. Palazzo

June 23, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Crescent City supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. Illegal marijuana grows have a devastating impact on the State and federal public lands surrounding our community. They create unsafe conditions for our visitors. The use of unregulated fertilizers, pesticides, insecticides and rodenticides contaminate the land and ground water.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Eugene Palazzo, City Manager at 707-464-7483 ex 232 or epalazzo@crescentcity.org, if you have any questions.

Sincerely,

Richard Holley
Mayor
Crescent City

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org

CITY OF EUREKA

CITY MANAGER

531 K Street • Eureka, California 95501-1146 • (707) 441-4144
fax (707) 441-4138

June 26, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Eureka supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. Our city has seen an increase in gang activity and organized crime within the Greater Eureka Area as a result of illegal growing operations. Our law enforcement and community safety have been negatively impacted by these criminal activities.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact City Manager Greg Sparks at 707.441.4140 or gsparks@ci.eureka.ca.gov, if you have any questions.

Sincerely,

Greg L. Sparks
City Manager
City of Eureka

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org

CITY OF FORT BRAGG

Incorporated August 5, 1889
416 N. Franklin St.
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802
http://city.fortbragg.com

June 23, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Fort Bragg supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies. The City of Fort Bragg lost City Councilmember and former Mayor Jere Melo in August 2011 when he walked into an illegal grow site and was shot and killed by the person guarding said site.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact City Manager Linda Ruffing at 707-961-2823 or lruffing@fortbragg.com, if you have any questions.

Sincerely,

Dave Turner
Mayor

Meg Courtney
Vice Mayor

Scott Deitz
Councilmember

Doug Hammerstrom
Councilmember

Heidi Kraut
Councilmember

cc: Kathryn Murray, President, Redwood Empire Division c/o Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, srounds@cacities.org

CITY OF HEALDSBURG
ADMINISTRATION

401 Grove Street
Healdsburg, CA 95448-4723

Phone: (707) 431-3317
Fax: (707) 431-3321

Visit us at *www.ci.healdsburg.ca.us*

June 30, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Healdsburg supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me either by phone at (707) 431-33171or by e-mail at jwood@ci.healdsburg.ca.us if you have any questions.

Sincerely,

James D. Wood
Mayor
City of Healdsburg

cc: Kathryn Murray, President, Redwood Empire Division
c/o Sara Rounds, Regional Public Affairs Manager,
LOCC Redwood Empire Division, srounds@cacities.org

CITY OF LAKEPORT
Over 100 years of community pride, progress and service

July 1, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: ENVIRONMENTAL AND PUBLIC SAFETY IMPACTS OF ILLEGAL MARIJUANA GROWS RESOLUTION

Dear President Cisneros:

The City of Lakeport supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me at (707) 263-5615, Ext. 12 or by email at kparlet@cityoflakeport.com if you have any questions.

Sincerely,

Kenneth Parlet, II
Mayor

cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division, srounds@cacities.org

225 PARK STREET • LAKEPORT, CALIFORNIA 95453 • TELEPHONE (707) 263-5615 • FAX (707) 263-8584

CITY OF TRINIDAD
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223
Fax: (707) 677-3759

July 2, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Trinidad supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue.

Sincerely,

Julie Fulkerson
Mayor

Cc: Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division

City of Ukiah

June 30, 2014

José Cisneros, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Public Safety Impacts of Illegal Marijuana Grows Resolution

Dear President Cisneros:

The City of Ukiah supports the Redwood Empire Division's effort to submit a resolution for consideration by the General Assembly at the League's 2014 Annual Conference in Los Angeles.

The Division's resolution seeks to address the devastating environmental impacts of illegal marijuana grows on both private and public lands throughout California and the increasing threat to public safety relating to these illegal sites. The resolution will provide the League with the direction to call upon the Governor and State Legislature to convene a summit to develop responsive solutions and to secure adequate funding for implementation strategies.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact Jane Chambers, City Manager, at 7407-463-6210 or jchambers@cityofukiah.com, if you have any questions.

Sincerely,

Philip E. Baldwin
Mayor

Mary Anne Landis
Vice Mayor

Benj Thomas
Councilmember

Douglas F. Crane
Councilmember

Steve Scalmanini
Councilmember

Cc: Kathryn Murray, President, Redwood Empire Division c/o
Sara Rounds, Regional Public Affairs Manager, LOCC Redwood Empire Division,
srounds@cacities.org

AGENDA PLANNING FOR UPCOMING MEETINGS

AUGUST 11, 2014
STUDY SESSION
DISCUSSION ITEM # 5

MONDAY – AUGUST 25, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- County of Inyo Airport Presentation - County Administrative Officer Kevin Carunchio
- Planning and Building Bi-Annual Report (Feb/Aug) - Planning
- Purchase of Police Department Vehicle - Police
- RESOLUTION - State Mandated Water Conservation Regulations - Public Works
- Contract with Stantec for on-going SCADA support - Public Works
- Construction Contract for Monitoring Wells - Public Works
- Inyo-Mono Integrated Regional Water Management Program Memorandum of Understanding - Public Works
- Award Information Technology Services Agreement - Public Works
- Waste Disposal Services (Ends 9/9/14) - Community Services
- RESOLUTION - Resolution of Intention for City of Bishop Tourism Business Improvement District (TBID) - Administration
- Adopt Record Retention Schedule - Administration
- Fiscal Year 2014-2015 Budget Amendment - Finance
- PRESENTATION – Recognition of City Administrator Keith Caldwell

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) - Community Services
- Award Bid for Warren Street Utilities Improvements - Public Works

MONDAY – SEPTEMBER 22, 2014 MEETINGS

4:00 PM

- Budget Workshop (12)

7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Award Bid for Propane Provider
- Purchase of Parks and Recreation Department Tractor - Community Services

8/6/2014 8:45 AM

TUESDAY – OCTOBER 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)
- Award bid – Propane Provider (Effective 11/1/2014)

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)

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

- CLOSED SESSION: PUBLIC EMPLOYEE PERFROMANCE EVALUATION - Department Heads Bi-Annual Evaluations

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
- Certificates of Election / Oath of Office
- **Reorganization – Selection of Mayor and Mayor Pro Tem – FOLLOWING 2014 ELECTION**
- **Review of Mayoral Committee Appointments – FOLLOWING 2014 ELECTION**

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)

MONDAY – JANUARY 12, 2015 MEETINGS

4:00 PM

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7:00 PM

- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Set schedule for review and adoption of the 2013-2014 Proposition 4 Appropriations Limit - Finance.

MONDAY – JANUARY 26, 2015 MEETINGS

4:00 PM

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7:00 PM

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MONDAY – FEBRUARY 9, 2015 MEETINGS

4:00 PM

•

7:00 PM

- PUBLIC HEARING - Proposition 4
- Adopt the report prepared by the City Auditor relating to the City of Bishop's Proposition 4 Appropriations Limit for the 2013-2014 fiscal year - Finance.

MONDAY – FEBRUARY 23, 2015 MEETINGS

4:00 PM

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7:00 PM

1a

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
JULY 28, 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 Ryan Jones, City Attorney Lorraine Ray, Assistant Finance Director Ray Seguine, Fire Chief Chris Carter, Police Chief David Grah, Public Works Director/City Engineer
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 financial options to produce future savings and/or future revenues to the City of Bishop budgets	City Administrator Caldwell presented an updated list of Budget Workshop Opportunities that has been discussed and reviewed by Council at their Budget Workshops that started in August 2013. One item that was left off, was the implementation of Granicus as a web based solution that electronically records, manages and stores meetings. Assistant City Clerk Picken presented an update to Council on the City's schedule to implement Granicus by September 2014. Council asked that the next Budget Workshop include discussions on the following items: 1) The City's Financial Plan and the prioritization of capital projects and deferred maintenance projects; 2) General Fund balance; 3) CalPERS Side Fund; 4) CalPERS and PARS Liability; 5) "Vacancy" Ordinance; 6) Working collaboratively with the County of Inyo on such shared duties as building permits and inspection work; 7) Land Acquisition - long-term goals; 8) Other city events and ideas/outcomes from the Economic Development Workshop.

	Council discussed the scheduled Chamber of Commerce/Visitor Bureau Retreat scheduled for Thursday, August 21, 2014 starting at 8:30 a.m. at the Joseph House Inn. Mayor Ellis and Councilmember Glidewell both volunteered to attend the retreat. Council agreed to hold their next Budget Workshop on Monday, September 22, 2014 during their Study Session at 4:00 p.m. in the Council Chambers.
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. A discussion ensued on unrestricted parking and the possibility of restricted parking in the City limits to address local business concerns. It was agreed to discuss this item further at the next Study Session on August 11, 2014.
4. Department Head Reports	Reports were given as appropriate.
COUNCIL DISCUSSION	Council Members gave committee reports, community announcements and/or made comments or inquiries to staff. No action was taken.
CLOSED SESSION	Closed Session began at 5:30 p.m. Council reconvened at 5:47 p.m. Report on Closed Session:
1. PUBLIC EMPLOYMENT pursuant to Government Code § 54957 - Title: City Administrator	City Administrator Caldwell announced that no action was taken by City Council.
ADJOURNMENT	The meeting was adjourned at 5:47 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
JULY 28, 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 Glidewell.
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 Ryan Jones, City Attorney Ray Seguine, Fire Chief David Grah, Public Works Director/City Engineer Gary Schley, Planning Director/Public Services Officer Waylon Cleland, Recreation Supervisor
PUBLIC COMMENT	The Mayor announced the public comment period. No public comments were provided.
DEPARTMENT HEAD REPORTS	Reports from the Fire 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/Smith	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) Council Study Session - July 14, 2014
(b) Council Meeting - July 14, 2014
(c) Council Special Meeting - July 22, 2014
(d) After School Program Agreement with Inyo County Superintendent of Schools
(e) After School Program Agreement with Bishop Unified School District
(f) After School Program Leader - Part Time Job Description
(g) After School Program Site Coordinator - Part Time Job Description
(h) Part-Time Employees Wage Scale - 7/1/14 - 6/30/15

FOR INFORMATION/FILING

(i) Parks & Recreation Commission - Meeting Notice - 7/9/14
(j) Planning Commission - Meeting Notice - 7/29/14
(k) Parks & Recreation Commission Agenda - 6/4/14
(l) Parks & Recreation Commission Minutes 4/23/14
(m) Letter to Inyo County Public Works Department - Letter of commitment as participating jurisdiction in the Inyo County Multi-Jurisdictional Hazard Mitigation Plan

NEW BUSINESS

PROPOSED ORDINANCE - (#547) RESPECTING SALARIES FOR CITY COUNCILMEMBERS
(2)
Motion/Stottlemyre

Councilmember Stottlemyre 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, RESPECTING SALARIES FOR CITY COUNCILMEMBERS". Motion passed 5-0.

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

AUDITORIUM COOLERS
(3)

City Administrator Caldwell reviewed the request to purchase two air conditioning/coolers for the City Auditorium.

Motion/Stottlemyre

Councilmember Stottlemyre made a motion to award the bid received from Bishop Heating and Air to purchase two coolers for the City Auditorium in an amount not to exceed $10,840.54. Motion passed 5-0.

	Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis Noes: None Abstain: None Absent: None
CITY ADMINISTRATOR/CITY CLERK EMPLOYMENT AGREEMENT (4) Motion/Glidewell	Mayor Ellis announced that due to our current City Administrator, Keith Caldwell retiring from the City of Bishop at the end of September, the City Council has come up with an agreement for a new City Administrator. A motion was made by Councilmember Glidewell to approve the new City Administrator/City Clerk employment agreement with Mr. Jim Tatum. 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 7:58 p.m. to the Study Session scheduled for Monday, August 11, 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

1c

CITY OF BISHOP
CITY COUNCIL MINUTES
SPECIAL MEETING
JULY 31, 2014

CALL TO ORDER	Mayor Ellis called the meeting of the Bishop City Council Special Meeting to order at 4:00 p.m. in the Executive Conference Room 377 West Line Street, Bishop, California.
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 E. Tracy, Esq., Jones & Mayer, Of Counsel
PUBLIC COMMENT	Mayor Ellis announced the public comment period. No public comments were provided.
CLOSED SESSION	Closed Session began at 4:02 p.m. Council reconvened at 4:58 p.m. Report on Closed Session:
POTENTIAL LITIGATION Conference with Legal Counsel - Anticipated Litigation - Significant exposure to litigation pursuant to Government Code §54956.9 (b) – 1 potential case. (1)	No announcement.
ADJOURNMENT	Mayor Ellis adjourned the meeting at 4:58 p.m. to the City Council Study Session scheduled for Monday, August 11, 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

1d

CITY OF BISHOP
MONTHLY SALARY SCHEDULE
July 1, 2014- June 30, 2015

ADMINISTRATION

Position	Step 1	Step 2	Step 3	Step 4	Fixed
City Administrator/City Clerk					$10000
Executive Secretary/Assistant City Clerk	4537	4991	5489	6038	

FINANCE DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Assistant Finance Director					$7032
Accounting Secretary/Budget Manager (Not Filled)	4537	4991	5489	6038	
Accounting Secretary	3766	4143	4557	5013	

COMMUNITY SERVICES DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Community Services Director (Not Filled)					$9450
Community Services Secretary	3594	3954	4348	4783	
Parks and Recreation Supervisor	3718	4091	4499	4950	
Parks, Recreation and Facilities Worker (Not Filled)	3378	3716	4087	4496	
Recreation Supervisor	3718	4091	4499	4950	

FIRE DEPARTMENT

Position	Fixed
Fire Chief	$9450

POLICE DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Chief					$9450
Lieutenant					8217
Sergeant	5415	6496	7146		
Police Officer	5043	5604	6227		
Police Services Technician	3463	3809	4189	4609	
Communications Operator	3463	3809	4189	4609	
Police Services Secretary/Records Supervisor I (Not Filled)	3594	3954	4348	4783	
Police Services Secretary/Records Supervisor II	4063	4469	4917	5408	

PUBLIC WORKS DEPARTMENT

Position	Step 1	Step 2	Step 3	Step 4	Fixed
Public Works Director					$9450
Planning Director/Public Services Officer					6884
Public Services Officer (Not Filled)	4793	5273	5800	6380	
Public Works Superintendent	5123	5635	6198	6820	
Public Works Supervisor	4793	5273	5800	6380	
Lead Maintenance Worker (Not Filled)	4238	4662	5128	5642	
Maintenance Worker	3718	4091	4499	4950	
Public Works Secretary	3594	3954	4348	4783	

Cost of Living Adjustments for Miscellaneous; Mid-Management; Management; Bishop Police Officers Association Sworn and Non-Sworn Contracts for Fiscal Years 2012-2013 – 0%, 2013-2014 – 1%, 2014-2015 – 1%

For all Classifications -Step Increases occur annually with one year in between each step based on successful employee evaluations.

Revised and approved by Council on August 11, 2014

1e

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

Department of Public Works
Building Permits Issued
7/2014

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
7/14/2014	Gary Olson 371A North Main Street Ken Carpenter	tenant improvements	$5,000.00	$1.40	$1.00
7/9/2014	Verizon California, Inc. 350 Lagoon Street Quality Telecom Consultants (	antenna replacements	$15,000.00	$4.20	$1.00
7/2/2014	Vons/Safeway 1190 North Main Street Alpine Signs	banner sign	$100.00	$0.50	$1.00
		Commercial Totals	**$20,100.00**	**$6.10**	**$3.00**
Residential					
7/29/2014	Cynthia Wahrenbrock 212 North Second Street Weatherford Irrigation	sprinkler system	$750.00		
7/28/2014	John & Belinda Nielsen 437 North Fowler Street Stewart Construction	new siding	$500.00	$0.50	$1.00
7/24/2014	James Marchio 463 Grove Street	home improvements	$13,500.00	$1.76	$1.00
7/24/2014	Wilfreda Lindsay 169 Fulton Street	re roof	$1,228.00	$0.50	$1.00
7/14/2014	Janet Reeling Trust 152D Fulton Street Bishop Heating & Air Conditio	air conditioner	$5,543.40		
7/7/2014	Greg Scott 193 Short Street Roberts Roofing	reroof	$5,500.00	$0.72	$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
		Residential Totals	**$27,021.40**	**$3.48**	**$4.00**

AGENDA ITEM NO.

2

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KNC

SUBJECT: CITY RESPONSES TO 2013-2014 INYO CO. GRAND JURY REPORT

DATE: AUGUST 12, 2014

Attachments:

- Draft Responses to the 2013-2014 Inyo Country Grand Jury Report
- Response cover letter for Mayor and Police Chief signature
- 2013-2014 Grand Jury Report
- List of Grand Jury Recommendations Relating to PD Facility 1999-2014

BACKGROUND/SUMMARY

Attached for City Council review is the draft response to the comments made to the City in the 2013-2014 Inyo County Grand Jury Report. When approved, the document will be forwarded to the Inyo County Superior Court with a cover letter signed by the Mayor, Chief of Police, and Public Works Director, the required respondents.

RECOMMENDATION

Review the draft document for action to approve the responses with or without modifications.

The City of Bishop, California
377 W. Line St. Bishop, CA 93514

City of Bishop Responses to the 2013-2014 Inyo County Grand Jury Report

Annual Inspection of Incarceration Sites and Report on the Conditions and Management of the Bishop Police Department Holding Facility

Bishop Police Department Holding Facility and Overall Facility Findings:

F1) Minimal records exist regarding the history of the Bishop Police building.

Response: The City of Bishop agrees with the finding.

F2) The Police Department needs more space.

Response: The City of Bishop agrees with the finding.

F3) There appear to be a minimal number of emergency exits for personnel.

Response: The City of Bishop agrees with the finding however we would note that the facility has passed all required inspections by both State and Local Authorities indicating the number of emergency exits meet existing requirements.

DRAFT

F4) The dispatch control panel is outdated.

Response: The City of Bishop partially agrees with the finding however we would note that the existing system meets the needs of the Department. Upgrading of the control panel would likely make the system easier to use but would not have significant impact on efficiency of operations.

F5) There is an insufficient number of personnel in dispatching.

Response: The City of Bishop partially agrees with the finding. At the time of inspection, there were four (4) full-time Communications Operators and one (1) part-time Communications Operator employed by the Department. Additionally, there were two other full-time employees who were both trained and certified to act as Communications Operators. Two of the full-time Communications Operators were absent on extended medical leave, thus creating a shortage of available personnel in Dispatch. Such circumstances cannot be predicted and it would create an unreasonable fiscal burden to address such temporary circumstances by hiring additional employees. Since the time of the inspection staffing levels in Dispatch have returned to normal operating levels.

RECOMMENDATIONS/COMMENDATIONS:

R1) During the next fiscal year, the City of Bishop Department of Public Works will check the status of building codes pertaining to maximum occupancy and the building structure for seismic safety in the Police Department Building.

Response to R1: The recommendation has been implemented. Prior to, and since the time of the inspection, the Department of Public Works has inspected the structure of the Police Department building for various reasons. It has been determined that occupancy levels are sufficient to support normal operations of the Department. It has also been determined that the building met existing codes at the time it was constructed and initially occupied by the City of Bishop. The building does not meet current seismic requirements as would be necessary should the City decide to construct a new facility. There is currently no requirement that the existing structure be improved to meet current seismic requirements. While the City would certainly like to either improve upon the existing building or construct a new police facility, budgetary constraints prohibit such action at this time. The City of Bishop has continually explored relocation, expansion of the existing facility or construction of a new facility and will continue to do so.

R2) By the end of the fiscal year, the City of Bishop will assign a department to conduct a feasibility study for building expansion to enlarge the interview, evidence, intake and locker rooms.

Response to R2: The recommendation has been implemented. As previously noted, the structure of the Police Department has been examined for possible expansion. A team consisting of the Public Works Director, Building Inspector, a licensed contractor, an architect and Chief of Police conducted the recommended study and determined that any significant structural changes to the existing facility would trigger the legal requirement that the entire facility be brought in compliance with all existing building codes, including seismic safety requirements. The cost of such improvements would likely exceed the costs of construction of a new facility or relocation to a more recently constructed building. As a result, such expansion has been determined unreasonable and is not recommended for further study.

R3) The City of Bishop Police Department will research grants to update the 9-1-1 dispatch control panel by the end of the fiscal year.

Response to R3: The recommendation has been implemented. The Police Department continually researches grant opportunities to improve upon all operations. In 2011 the 9-1-1 system of the Police Department was completely upgraded through the use of State grant funds and no general fund monies were expended to complete this project. Current best practices recommendations are that the system be upgraded every 5 years. Current plans are that the Police Department will again seek grant funding to complete the next upgrade in 2016.

R4) Working jointly with other public service agencies, the City of Bishop Police Department will hire more dispatchers.

Response to R4: The recommendation has been partially implemented. It is unclear the intent of the Grand Jury in their recommendation to work jointly with other public service agencies. Police Communications Operators (dispatchers) are solely employed by the City of Bishop and serve only the under the umbrella of the Police Department as a single public service agency. Regardless of intent, since the time of the inspection, staffing levels within the Dispatch center have returned to normal.

C1. Despite being short-handed and using an outdated control panel, the 9-1-1 has an excellent service history.

Response to C1: Commendation will be implemented and Dispatch center personnel will be commended as recognized.

DRAFT

The City of Bishop, California
377 W. Line St. Bishop, CA 93514

August 12, 2014

Superior Court of California
County of Inyo
Dept.1, Box U
Independence, CA 93526

The Bishop City Council and staff would like to thank the 2013-2014 Inyo County Grand Jury members for their review and comments on the Bishop Police Department holding cells and overall facility.

California Penal Code Sections 933 et. Seq. requires that public agencies respond to the findings and recommendations set forth by the Grand Jury of the County. Enclosed is the City's response in the required format as set forth in the California Penal Code.

CITY COUNCIL

Jim Ellis, Mayor

BISHOP POLICE DEPARTMENT

Chris Carter, Chief of Police

BISHOP PUBLIC WORKS DEPARTMENT

David Grah, Public Works Director

DRAFT

NOTICE TO OFFICERS, AGENCIES, DEPARTMENTS AND GOVERNING BODIES OF PUBLIC AGENCIES

1. **You have been provided a copy of the Grand Jury's Final Report two working days prior to its public release and after its approval by the presiding judge. You are prohibited from disclosing any contents of the report prior to the public release of the report. (Penal Code Section 933.05(f).**

2. **If you are required to respond to the findings and recommendations of this report, you are urged to review the provisions of Penal Code Section 933.05 subsections (a), (b) and (c), before submitting your response.**

3. **For 45 days after the end of our term, the foreman and designee shall, upon reasonable notice, be available to officers, agencies, departments of governing in this report, for clarification of the recommendations directed to them. (See Penal Code Section 933 (a).**

Bishop Police Department

207 W. Line Street
Bishop, CA 93514

SUMMARY

According to California Penal Code Section 919, the Grand Jury is required to "inquire into the conditions and management of all public prisons within the County." The inspection of the Bishop City Police Department and its holding facility is one of the mandated responsibilities of the 2013-2014 Inyo County Grand Jury.

BACKGROUND

The City of Bishop Police Department traces its roots to 1903, shortly after the incorporation of the city. According to the Bishop Police Department website, the department currently employs 14 sworn officers, five dispatchers, five crossing guards, five reserve officers, and a support staff of four.

Approximately one year ago, the front lobby was enclosed to protect the officers, staff and dispatchers from the potential danger of having an open lobby layout. The back offices were rearranged to give officers more room for filling out paperwork and interviewing.

The Bishop Police Department can hold adults for a maximum of six hours in a holding cell, after which they must transport them to the Inyo County Jail in Independence, if a longer stay is required. Minors cannot be placed in a holding cell, but must be held in the conference room or other open area until a guardian can retrieve them.

METHODOLOGY

The Inyo County Grand Jury conducted a physical inspection of the Bishop Police Department on December 3, 2013, with an officer in charge present. Research was also conducted by accessing the City of Bishop website, researching archives at the Laws Railroad Museum, and speaking with long-time employees of the police department and other informed locals.

DISCUSSION

Originally, the police department and jail were located on the southwest comer of S. Main Street and Lagoon Street. Around 1972 it moved to its current location at 207 W. Line Street. The original building on that lot was a two-story wooden building that housed the Bishop Fire Department downstairs. Bishop Elementary School classrooms were located in

the second story of that building. That building was torn down around 1946, and the current building was erected. Originally the Bishop City Hall was located adjacent to the fire department in what is now the police department building. In the early 1970's, the city hall moved to the former elementary school building on W. Line Street and was replaced by the police department. There is minimal information pertaining to the history of this building. Age, improvements and alterations are not mentioned in any of the documents, which make it difficult to determine safety and code compliances.

The police facility has a conference room which doubles as an interview area and storage room. Additionally, there are two holding cells, a small locker room, a small evidence room, a larger office area for support staff, and a 9-1-1 dispatch room. The small office area for officers and detectives is separated by large desks with dividing walls for privacy. Several other small rooms can be used for intake and private interviews. The building is undersized for its various roles and more space is needed. It appears to need more accessible emergency exits as some rooms would have poor egress in case of fire or earthquake.

Although the Bishop Police department has a small force, its duties expand beyond the city limits when requested by other agencies. The 9-1-1 dispatch serves not only the Bishop Police, but also the fire department and paramedics in the Bishop area. Although the dispatch control panel is outdated and needs to be upgraded for more efficient operations, the response from dispatch is extremely quick with excellent services. Currently, the 9-1-1 dispatch needs more trained dispatchers.

FINDINGS

F1. Minimal records exist regarding the history of the Bishop Police building.

F2. The police department needs more space.

F3. There appear to be a minimal number of emergency exits for personnel.

F4. The dispatch control panel is outdated.

F5. There is an insufficient number of personnel in dispatching.

RECOMMENDATIONS

R1. During the next fiscal year, the City of Bishop Department of Public Works will check the status of building codes pertaining to maximum occupancy and the building structure for seismic safety in the police department building.

R2. By the end of the fiscal year, the City of Bishop will assign a department to conduct a feasibility study for building expansion to enlarge the interview, evidence, intake and locker rooms.

R3. The City of Bishop Police Department will research grants to update the 9-1-1 dispatch control panel by the end of the fiscal year.

R4. Working jointly with other public service agencies, the City of Bishop Police Department will hire more dispatchers.

COMMENDATIONS

C1. Despite being short-handed and using an outdated control panel, the 9-1-1 dispatch has an excellent service history.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the grand jury requests responses as follows:

- City of Bishop Chief of Police
- City of Bishop Department of Public Works
- Bishop City Council

INYO COUNTY GRAND JURY RECOMMENDATIONS RELATING TO ADEQUACY OF FACILITY SPACE FOR THE BISHOP POLICE DEPARTMENT

Year	Grand Jury Comment	Police Chief
2013-2014	Minimal historic records for Bishop PD building; Department needs more space; minimal number of emergency exits for personnel; Dispatch panel outdated-research grants to update; Bishop Public Works Department to check status of PD building-meet building codes and seismic safety	Carter
2012-2013	Facility space issue	Carter
2011-2012	Establish a capital improvement budget for larger facility / Adjust current facility floor plan	Carter
2010-11	Make it a priority to search for larger facility / install barriers for safety of civilian staff	Carter
2009-10	Search / negotiate for new facility	Sheehan
2008-09	Search / negotiate for new facility	Sheehan
2007-08	City should search for a larger facility	Sheehan
2006-07	Facility space issue	Pecsi
2005-06	Facility space issue	Pecsi
2004-05	Facility space issue	Pecsi
2003-04	No comment	Pecsi
2002-03	Facility space issue	Pecsi Hired 9/1/02 Slawson Acting 8/1/02 Dishion Retired 8/1/02
2001-02	Facility space issue	Dishion
2000-01	Facility space issue	Dishion
1999-00	Storage space issue	Dishion

AGENDA ITEM NO.

3

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: WAIVE THE HIRING FREEZE - TO FILL VACANT CROSSING GUARD POSITION

DATE: AUGUST 11, 2014

ATTACHMENTS:

- Staff Memo

BACKGROUND/SUMMARY

Police Chief Carter was recently notified that one of the school crossing guards would not be returning to work. With just two weeks before school begins the Police Department is requesting that the Council waive the hiring freeze to fill the vacancy.

RECOMMENDATION

Council consideration to waive the hiring freeze and hire a Crossing Guard to fill the current vacancy.

BISHOP POLICE DEPARTMENT

207 W. Line St.
Bishop, CA 93514
760-873-5866

Chris Carter, Chief of Police

To: Members of the Bishop City Council via
Mr. Keith Caldwell, City Administrator KC

From: Chris Carter, Chief of Police *c.c.*

Date: August 5, 2014

Subject: Request to Waive Hiring Freeze to fill Crossing Guard Position

In anticipation of the start of the new school year, the Department contacted all of our current Crossing Guards and requested they attend a meeting in the coming days. During this process, one of our Crossing Guards made us aware that they would be unavailable to continue employment after the end of August. As such, I am asking the Council to lift the hiring freeze in order to hire a replacement to fill this vacancy. I am available at your convenience should you have any questions.

AGENDA ITEM NO.

4

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: EASTERN SIERRA COMMUNITY SERVICES DISTRICT (ESCSD) COOPERATION

DATE: AUGUST 11, 2014

ATTACHMENTS:

- Staff Memo
- Draft - Work Order 5
- Draft Proposal – Work Opportunities with the City and ESCSD

BACKGROUND/SUMMARY

Public Works Director Grah provides a background and summary of the City of Bishop and ESCSD wastewater treatment systems and the areas they serve.

More recently, the City and ESCSD staff have discussed opportunities for collaboration of these services/projects and the potential benefits that would result.

Public Works staff has been instrumental in providing the agreement and cooperation between the two organizations. The potential result is cost savings and non-duplication of services by both organizations.

RECOMMENDATION

Council consideration to approve:

1. Work Order 5 under the Sewer Trunk consultant contract.

2. Authorize expenditure not to exceed $62,500 (half reimbursed) under this work order and $209,115 under the contract.

To: Keith Caldwell, City Administrator KSC

From: David Grah, Director of Public Works

Subject: ESCSD Cooperation Work Order

Date: 4 August 2014

Previous: 16 November 2011, 8 May 2012, 6 August 2013, 3 March 2014

Funding: Sewer professional and technical funds

General:
Public Works proposes to execute Work Order 5 under the consultant contract with R O Anderson for the next phase of the ESCSD Cooperation effort.

Background:
The City of Bishop and the Eastern Sierra Community Services District (ESCSD) each operate wastewater systems in the Bishop area. The city's system serves most of the area within the city. The ESCSD system serves most of the area surrounding the city, including taking all the wastewater flow from the Bishop Paiute Reservation's sewer system, and taking flow from the northeast part of the city. The city and ESCSD wastewater treatment plants and disposal areas are adjacent to one another east of Bishop.

Cooperation between the two agencies naturally has benefits. The agencies are exploring how cooperation can be expanded and what benefits can be realized as a result. The two agencies entered an agreement for this effort and this agreement provides that the city would handle the contracting for the work. The city's consultant on the Bishop Sewer Trunk Replacement project, RO Anderson, is the consultant on the cooperation effort and to date the work on the cooperation effort has been under the Sewer Trunk consultant contract.

The first phase of the effort was complete with the delivery of a report summarizing cooperation options in March. The attached proposal for further study of the most promising cooperation options was subsequently provided. This $62,500 proposal was the subject of discussion at recent Bishop Water and Sewer Commission and City Council Study Session meetings. We find the scope and cost of the work is reasonable. The attached draft Work Order has been prepared based on the proposal.

Under the agreement with ESCSD, the cost is split between the two agencies. The proposed updated 2014/2015 budget should include funding for this work in Professional and Technical, Line Item 002-051-52015. The sewer cash balance is adequate to fund the city portion of this high priority effort in any event.

Recommendation:

1. Approve the execution of Work Order 5 under the Sewer Trunk consultant contract.
2. Authorize the expenditure not to exceed $62,500 (half reimbursed) under this work order and $209,115 under the contract.

Work Order 5

For ESCSD / Bishop Cooperation

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 on the attached "Final Proposal for Work Opportunities for Cooperation between the City and District" dated 28 July 2014.

3. The not-to-exceed cost for the work covered by this Work Order is $62,500 bringing the total not-to-exceed amount for the contract to $209,115.

Agreed:

City of Bishop	**R. O. Anderson Engineering, Incorporated**
By:	By:
Keith Caldwell City Administrator	Date
	Date

DRAFT

R O Anderson

July 28, 2014

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

Walt Pachucki, Board President
EASTERN SIERRA COMMUNITY SERVICES DISTRICT
301 West Line Street, Suite D
Bishop, CA 93514
Walt@TEAMbishop.com
escsd@usamedia.tv

Sent Via Email and U.S. Mail

Final Proposal for Work
Opportunities for Cooperation between the City and District

Dear Mr. Grah and Mr. Pachucki:

For your consideration we offer this proposal for work related to opportunities for cooperation between the city and the district. This proposal is essentially the same as the Draft proposal dated May 21, 2014 except one coordination meeting has been added to Task 1A and a summary has been added to clarify costs and which tasks are a lump sum and which are hourly.

Task 1 - Joint Treatment for Nitrogen Removal
As presented in the Letter Report of January 30, 2014 the budgetary cost of joint nitrogen removal is approximately $3,200,000 for treating combined average flows of up to 2.45 mgd to an assumed a total nitrogen in the discharge of 8 mg/L. The cost of the Feasibility Study will vary significantly with the number of alternatives evaluated and in order to keep costs down we recommend first verifying that the assumed required total nitrogen in the discharge as well as the design capacity; then proceeding with the Feasibility Study.

Task 1A – Determining Design Nitrogen Concentrations and Flows
We propose to approach this task by first contacting the Lahontan Regional Water Control Board and attempt to set up a meeting or conference call to discuss the project and their policies regarding degradation of groundwater. The meeting would be followed up with research into published policies and prior board decisions. Additional follow-up may require submission of available data and more meetings with the goal of determining a definitive total nitrogen concentration in the discharge. As part of this task we would ask you to determine the design flow. We would assist in this determination if requested.

Post Office Box 2229
Minden, Nevada 89423
P 775.782.2322 F 775.782.7084
www.ROAnderson.com

Once flows and nitrogen concentrations are determined we would present these in a letter report and if appropriate revise the previous budgetary estimate. The letter report will be presented and discussed at a meeting attended by both the City and the District, then modified as appropriate. This letter report will be the basis of the Feasibility Study described in Task 1B.

Using this approach will make the most important decisions at the start of the process, simplifying the remainder of the process. Potential disadvantages are that this may bring additional scrutiny to the discharges in the Bishop area that could result in the LRWQCB dictating a schedule to reduce nitrogen. Other potential disadvantages are that even after this effort we have no clear answer, or the LRWQCB requires extensive and time consuming studies.

Under the best case scenario this task would require approximately $2,500 of R.O. Anderson Engineering's time. The reasonable worst case is where there are several meetings and all available data must be summarized and presented is approximately $12,000 of R.O. Anderson Engineering's Time.

Because of the uncertainty in what will be required we propose to perform Task 1A on a time and materials basis in accordance with our standard hourly rates. We would provide monthly reports on the progress and expected future effort required and stop work at your direction.

Task 1B – Feasibility Study for Joint Nitrogen Removal
Based upon the flows and effluent nitrogen concentrations determined in Task 1A we will develop a Feasibility Study for joint nitrogen removal. This will include a preliminary evaluation of the more than 10 available general technologies. Then the best three will be determined. These will be evaluated in more detail together with preliminary layouts, solids handling options as well as other options that may be determined desirable. Detailed estimates of construction and O&M costs will be developed, compared and discussed in a Draft Feasibility Study. This draft will be reviewed with the City and the District. Comments will be addressed and the preferred alternative presented in the Final Feasibility Study with the conceptual design (approximately 10% design). R.O. Anderson would complete this Feasibility Study for a Lump Sum Cost of $30,000 if the design total nitrogen concentration in the effluent is between 8.0 mg/L and 10.0 mg/L. if the design concentration should be less than 8.0 mg/L the effort to complete the feasibility study would be greater as well as the cost.

Task 1C – Assistance to Implement Joint Nitrogen Removal
Should the City and District decide to peruse joint nitrogen removal there are many other tasks that will need to be completed before the project could be implemented. These could include:

- Agreements/Ordinances for joint operation and cost sharing
- CEQA/NEPA compliance
- Funding including grants and loans
- Rate studies
- Detailed design and construction documents
- Services during construction
- Permit amendments through LRWQCB
- O&M manual

Once these are determined R.O. Anderson Engineering can provide a proposal for assistance with the required services.

Task 2 – Diversions/Sharing of Flows

In the Report of opportunities for cooperation there are several potential diversions/sharing of flows scenarios. Based upon the Report, subsequent communication and our general understanding of the desires of both the City and the District we offer the following proposals and recommendations.

Task 2A – Raw Sewage Diversions

As part of the City of Bishop Sewer Trunk Line Project we are currently designing a diversion structure near the Bishop Creek Canal that will allow diversion of virtually all of the City's raw sewage flow to the District and diversion of approximately 1/3 of the District's raw sewage flow (all the flow in the District's line at that location) to the City. As currently being designed the diversions of flow are all or nothing. However, this design will allow future additions of equipment to allow flow splitting where a continuous small diversion of flow from the District to the City or the City to the District may be accommodated.

Several variations of weirs and offices have been considered that might split the flow but because the continuous flow is expected to be small the opening will be small and these will plug with debris in the raw sewage. The proposed equipment would include an electrical service, small chopper pump and a timer; or a rotating cutter blade in front of an orifice. The pump timer, if used, would be set to pump for a prescribed number of minutes every hour to approximately equal the expected diurnal flow and the chopper head on the pump would remove the debris. The orifice, if used, would be sized to allow the determined portion of the flow to pass and the rotating cutter blade would remove the debris from the orifice.

R.O. Anderson Engineering will complete the design of the equipment to allow small diversions in one direction (from District to City or City to District) for a lump sum fee of $3,000. If small diversions both ways are required the lump sum fee is $4,000.

Task 2B – Primary Effluent Diversions

Diversions of primary effluent will be necessary if joint treatment for nitrogen removal is perused and will be studied in more detail in Task 1B. Therefore, we recommend that design of this diversion not be completed at this time.

Task 2C – Sludge/Solids Diversions
Diversions of sludge and solids will be necessary if joint treatment for nitrogen removal is perused and will be studied in more detail in Task 1B. Therefore, we recommend that design of this diversion not be completed at this time.

Task 2D – Treated Effluent Diversions
Diversions of treated Effluent will be necessary if common improved irrigation is perused. The design of this diversion is covered in Task 3B.

Task 3 – Common Improved Irrigation
The Report of opportunities for cooperation lists several improvements including diversion and outlet improvements at the treatment works and ditch/irrigation improvements in the pastures. Additionally there is a permitting component that must be addressed. We recommend the following tasks and approach.

Task 3A – Permitting
The common improved irrigation contemplates short term storage of the combined effluent in the City Pond 4. This pond is not lined and has an estimated infiltration of 0.48 inches per day. Therefore, a portion of the effluent stored in this pond (that will be a mix of City and District effluent) will infiltrate to the groundwater. Currently the District's WDR do not allow infiltration at this site. In a strict interpretation, storage of District effluent in the City's pond is a violation of the District's WDR. However, practically this is insignificant. The amount of infiltration from Pond 4 will be approximately the same with the District's storage as without their storage, and the District's effluent quality is approximately the same as the City's. We propose asking the LRWQCB for concurrence that this will not be considered a violation of WDR. We propose to approach this task by first contacting the Lahontan Regional Water Control Board and discussing the storage. Then, if the discussion is positive, following through with a letter summarizing the conversation.

Potential disadvantages are that this may bring additional scrutiny to the discharges in the Bishop area and the existing WDR of the City, District and Tatum. Further disadvantages are that this scrutiny requires that the Tatum WDR be revised resulting in significant costs and time.

Under the best case scenario this task would require approximately $300 of R.O. Anderson Engineering's time and we would gain LRWQCB concurrence. The reasonable worst case is that LRWQCB requires better mapping of ponds and reuse areas at an approximate cost of $3,000 and then does not give their concurrence.

Because of the uncertainty in what will be required we propose to perform this on a time and materials basis in accordance with our standard hourly rates. We would provide monthly reports on the progress and expected future effort required and stop work at your direction.

Task 3B – Flow Diversion Structure and Pond Outlet
Under this task we would investigate and survey the elevations and configurations of the City's piping between Pond 3 and Pond 4 as well as the District's effluent line in the vicinity of the City's Pond 4. At the same time we would investigate and survey Pond 4, its discharge structure and the discharge ditch adjacent to Pond 4. Then we would design an intertie with manually controlled gates that allows any of the following scenarios.

- City and District effluent to be directed to the City's Pond 4
- City and District effluent to be directed to the District's disposal ponds
- City effluent to the City's Pond 4 and District Effluent to the District's disposal ponds

Additionally we will design/re-design the outlet of Pond 4 with a manually controlled gate or tipping weir (a device that will automatically start flow when the pond is full and stop flow when the pond is empty) and flow measuring device that allows effluent to be stored in Pond 4 for intermittent discharges to irrigation. The plans will include the specifications but bidding and contract documents are excluded. A letter report will accompany the plans that will include stage storage curves for Pond 4 as well as stage discharge curves for the outlet and our cost estimate.

R.O. Anderson Engineering will complete the design of the Flow Diversion Structure and Pond Outlet for a lump sum fee of $8,500.

Task 3C – Irrigation System Improvement Design
Under this task we would utilize the existing LiDAR topography and the discharge determined in Task 3C to design/redesign the 2 major irrigation ditches that serve the reuse area. The design would include cross sections with minimum top elevations and minimum depths but will not include full plan and profile sheets and earthwork quantities. In our experience we find that even though the LiDAR is adequate for general design it is not accurate enough for reliable earthwork quantities. As part of this Task we would design the anticipated 13 major diversion structures in these ditches but would not design the outlet structures in the side of the ditch that control the flow from the ditch to the pasture. In our experience these are best determined in the field with the irrigator. In some areas these might be cuts in the ditch bank where when the downstream diversion on the main irrigation ditch is closed water backs up and overflows. In other areas they may be slide gates on short 8" pipe through the ditch bank. And still other areas or may be concrete structures with a slide gate or even aluminum siphons might be desirable.

The plans will include the specifications but bidding and contract documents are excluded. Also excluded is CEQA compliance. We are unsure if the irrigation ditches and diversion structures are exempt from CEQA in that there may be some enlargement and relocation of the ditches. This should be investigated further before proceeding. A letter report will accompany the plans that will include the design criterion and our cost estimate.

Your license agreements with LADWP requires that they approve improvements on their property. This proposal anticipates that we would address reasonable comments but you would coordinate their approval.

R.O. Anderson Engineering will complete the design of the two major irrigation ditches and diversion structures in the ditch for a lump sum fee of $5,000.

A summary of these tasks is presented below:

- Task 1A – Hourly (per ROA Fee Schedule) with an expected maximum of $12,000.
- Task 1B – Lump Sum $30,000 – to start upon completion of Task 1A and your authorization.
- Task 2A – Lump Sum $4,000 (for small diversions both ways).
- Task 3A – Hourly (per ROA Fee Schedule) with an expected maximum of $3,000.
- Task 3B - Lump Sum $8,500 to start upon completion of Task 3A and your authorization.
- Task 3C - Lump Sum $5,000 to start upon completion of Task 3A and your authorization.

The expected maximum of all Tasks is $62,500. Should the hourly Tasks 1A or 3A require significantly more effort than expected we will not exceed the expected maximum amount without your authorization.

During your consideration of this proposal, should you have questions or wish to clarify any element, I trust you will contact me. Upon your authorization we are ready to proceed with Tasks 1A, 2A, and 3A. We will proceed with Task 1B after completing Task 1A and your authorization. We will proceed with Tasks 3B and 3C after completing Task 3A and your authorization.

Yours sincerely,

R.O. ANDERSON ENGINEERING, INC.

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

Attachment: Fee Schedule

ENGINEER'S STANDARD HOURLY RATE SCHEDULE

Effective January 1, 2014

Principal	**$190**
Senior Professional	**$170**
Project Professional	**$140**
Associate	**$115**

Notes to Fee Schedule:

1. All application, review and permit fees required or imposed by governing or reviewing agencies are the responsibility of the Owner.
2. The amounts payable to Engineer for Reimbursable Expenses will be the project-specific, invoiced external costs and expenses, including Engineer's Consultants, allocable to a Specific Project, multiplied by a Factor of 1.10.
3. The above-listed Standard Hourly Rates are inclusive of administrative support and clerical services.
4. Copies, prints, faxes and local mileage expenses normally incurred during an assignment are included within the Standard Hourly Rates.

AGENDA ITEM NO.

5

TO: CITY COUNCIL

FROM: KEITH CALDWELL, CITY ADMINISTRATOR KSC

SUBJECT: PURCHASE MOTOR FOR WELL 2

DATE: AUGUST 11, 2014

ATTACHMENTS:

- Staff Report

BACKGROUND/SUMMARY

Public Works Director Grah has provided background on Well 2 and the need to address a maintenance issue.

Advertisement and the bid process began on July 22, 2014. One bid was received for $12,940 from Layne Christensen of Redlands, California. This purchase has been budgeted in the 2014/2015 Water Funds, Capital Improvements.

If approved, the current motor will be replaced and a proposal to refurbish the existing motor will be forthcoming.

RECOMMENDATION

Council consideration to approve the purchase of a well motor from Layne Christensen of Redlands for $12,940.

To: Keith Caldwell, City Administrator KJC

From: David Grah, Director of Public Works

Subject: Approve Purchase of Motor for Well 2

Date: 5 August 2014

Previous: None

Funding: Water Capital Equipment

General:
Public Works proposes to purchase a replacement motor for Well 2.

Background:
The City of Bishop has two wells that normally produce water for use by Bishop water customers. One of these wells, Well 2, recently developed a vibration that needs to be addressed.

The source of the vibration is not clear and could be the motor, shaft, or pump. Consensus is the most likely source of the vibration is the motor. In addition, it could be extremely useful to have a spare motor on hand in case there is a problem with the Well 2 motor. We have a spare motor for Well 4 (the other production well) but not for Well 2.

An advertisement for the purchase of a new well motor was released 22 July with bids due 4 August. One bid for $12,940 was received from Layne Christensen of Redlands, California. The bid was found to be responsive and reasonable.

The proposed updated 2014/2015 budget should include funding for this purchase in Capital Improvements, Line Item 004-050-56027. The water cash balance is adequate to fund this high priority purchase in any event.

Once the new motor is in place, we will propose to refurbish the existing motor to have as a spare.

Recommendation:
Approve the purchase of a well motor from Layne Christensen based on their bid.