"SMALL TOWN WITH A BIG BACKYARD"

COUNCIL AGENDA PACKET

SEPTEMBER 8, 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)

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MONDAY, SEPTEMBER 8, 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.

PRESENTATIONS
(1) Presentation of Quarterly Citizen Award - Bishop Lions Club

(2) Presentation to Alex "Skandar" Reid - Council will make a presentation to recognize Alex "Skandar" Reid for his contributions to the City of Bishop and our local communities throughout the Eastern Sierra region.

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. Parks & Recreation Supervisor Dan McElroy and Recreation Supervisor Waylon Cleland
D. City Administrator Jim Tatum

COUNTY OF INYO UPDATE – Second District Supervisor Jeff Griffiths.

MISS CITY OF BISHOP AND MISS TEEN CITY OF BISHOP QUARTERLY REPORTS – Kristina Roberts Pageant Program Coordinator will introduce Miss City of Bishop Chelsea Smart and Miss Teen City of Bishop Callie Kruse.

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.
(3)

FOR APPROVAL/FILING

Minutes	(a) Council Study Session - August 25, 2014
	(b) Council Meeting - August 25, 2014

FOR INFORMATION/FILING

Agendas	(c) Water and Sewer Commission - September 9, 2014
Minutes	(d) Parks and Recreation Commission - June 4, 2014
Reports	(e) Public Works Building Permits - August 2014

NEW BUSINESS

(4) PROPANE SUPPLIER - Council consideration to approve the request to go to bid for the supply of propane - Community Services.

(5) AWARD WARREN UTILITIES PROJECT CONSTRUCTION CONTRACT - Council consideration to award the Warren Utilities Project construction contract to Marzano and Sons - Public Works.

COUNCIL AND COMMITTEE REPORTS

ADJOURNMENT

Monday, September 22, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Tuesday, October 14, 2014 - 4:00 p.m. Study Session/7:00 p.m. Regular Meeting–Council Chambers
Monday, October 27, 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, SEPTEMBER 8, 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. Discuss and Set dates for Budget Hearings
2. Set date for Council Roles and Responsibilities Discussion
3. Current 7:00 p.m. agenda items
4. Future agenda items
5. 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

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

AGENDA PLANNING FOR UPCOMING MEETINGS

SEPTEMBER 8, 2014
STUDY SESSION
DISCUSSION ITEM # 4

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
- RESOLUTION - Resolution of Intention for City of Bishop Tourism Business Improvement District (TBID) - Administration
- Adopt Record Retention Schedule - Administration
- Staff Equity - Administration
- Inyo-Mono Integrated Regional Water Management Program Memorandum of Understanding - Public Works
- Contract with Stantec for on-going SCADA support - Public Works

TUESDAY – OCTOBER 14, 2014 MEETINGS

4:00 PM

-

7:00 PM

- Northern Inyo Hospital Quarterly Update – (Angie Aukee and/or Cheryl Underhill)
- Update from Inyo County District 2 Supervisor – (Jeff Griffiths)
- Award bid – Propane Provider (Effective 11/1/2014)
- Presentation of Fiscal Year 2015-2016 Preliminary Budget - Finance

WEDNESDAY, OCTOBER 15 - Executive Conference Room - TENTATIVE

1:00 PM - BUDGET HEARINGS - FISCAL YEAR 2015-2016 & AMENDMENTS TO FISCAL YEAR 2014-2015 - FOR CITY OF BISHOP DEPARTMENTS & FEES AND SERVICE CHARGES

THURSDAY, OCTOBER 16 - Executive Conference Room - TENTATIVE

4:00 PM - BUDGET HEARINGS - FISCAL YEAR 2015-2016 & AMENDMENTS TO FISCAL YEAR 2014-2015 - FOR COMMUNITY PROMOTIONS

MONDAY – OCTOBER 27, 2014 MEETINGS

4:00 PM

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7:00 PM

- Chamber of Commerce & Visitors Bureau Update - (Tawni Thomson)
- Community Promotions Funding - Council
- Purchase of Pool Thermal Covers - Community Services

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 (City Administrator)

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)

9/3/2014 12:41 PM

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

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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

AGENDA ITEM NO.

1

TO: CITY COUNCIL

FROM: JIM TATUM, CITY ADMINISTRATOR

SUBJECT: QUARTERLY COUNCIL CITIZEN AWARD

DATE: SEPTEMBER 8, 2014

BACKGROUND/SUMMARY

As determined by Council, a citizen award will be presented quarterly to a deserving person or persons who have contributed to the Bishop community in various ways. Council selected the Bishop Lions Club as this quarter's award recipient.

RECOMMENDATION:

Make the presentation to the Bishop Lions Club.

BISHOP LIONS CLUB
ACTIVITIES AND PROJECTS
2014

(PARTIAL LISTING)

FEBRUARY 2014

- COMPLETION OF MILLPOND RECREATION AREA FISHING PLATFORM

APRIL 2014

- BISHOP LIONS AND BISHOP CHAMBER OF COMMERCE HELD RAINBOW DAYS FISHING DERBY AT THE CITY PARK

MAY 2014

- DONATED 194 PAIRS OF EYE GLASSES - TURNED IN TO THE LIONS CLUB DISTRICT 4-L1
- DONATED 10 HEARING AIDS - TURNED IN TO THE LIONS CLUB DISTRICT 4-L1
- MEMBERS RAN THE BEER BOOTH AND THE FOOD BOOTH AT THE HOME SHOW
- MEMBERS MANNED THE HIGHEST AND LAST AID STATION FOR THE HIGH SIERRA ULTRA MARATHON
- COOKED AND SERVED FOOD FOR THE TOP 10 SENIORS FROM BISHOP UNION HIGH SCHOOL
- HELD CHILDREN'S FISHING DERBY DURING MULE DAYS
- HELD FIVE PANCAKE BREAKFASTS AT THE FAIRGROUNDS AND TWO AT CITY PARK DURING MULE DAYS AND AT THE MEMORIAL DAY ARTS & CRAFTS SHOW
- RAN FOOD BOOTH AT MULE DAYS
- ASSISTED IN FUNDRAISING FOR THE NEW INYO COUNTY ANIMAL SHELTER AND ADOPTION CENTER

JUNE 2014

- SERVED HOT DOGS AT THE HOME STREET MIDDLE SCHOOL 8TH GRADE FUN DAY
- 2014 SCHOLARSHIP COMMITTEE AWARDED $8,500 IN SCHOLARSHIPS TO 15 RECEIPIENTS
- MEMBERS SERVED AS USHERS FOR THE BISHOP UNION HIGH SCHOOL GRADUATION CEREMONY
- MEMBERS HELPED RUN THE FOOD BOOTH AT THE CALIFORNIA HIGH SCHOOL RODEO ASSOC. FINALS
- SERVED A PANCAKE BREAKFAST FOR THE CHSRA CONTESTANTS AND THEIR FAMILIES
- DONATED FUNDS TO: THE CHSRA QUEEN SCHOLARSHIP, THE ELKS CLUB FOR USE OF FACILITIES, JACKIE GARCIA TO AID ATTENDANCE AT THE LEADERSHIP CONFERENCE AT FORDHAM U., BRONX, NY, AND DONATED FUNDS TO LOCAL CHSRA FINALISTS TORRIE JOHNSTON AND KAYLA INDERBIETEN TO AID THEIR ATTENDANCE AT THE NATIONAL HIGH SCHOOL RODEO FINALS IN ROCK SPRINGS, WY.

SEE ATTACHED LIST OF:
LOCAL DONATIONS & SERVICE
DISTRICT DONATIONS & PROJECTS

Local Donations & Service

Boy Scout Troop - sponsored by Bishop Lions Club	$1000.
Little League Baseball breakfast	$600.
Bishop High School Golf - donation	$100.
Bishop High School Boy's Basketball - donation	$500.
Bishop High School - scholarships	$8500.
Graduate student - scholarships	$500.
Inyo Co. Juvenile Probation Dept.	$150.
Bishop High Leo's Club	$450.
CA High School Rodeo Championship	$500.
Fish Derby for kids	$560.
Salvation Army	$1200.
Breast Cancer Walk	$150.
Sober Grad Night	$500.
Lions Middle School Basketball Tournament	$600.

District Donations & Projects

Lions Eyemobile, Inc.	$500.
Eye exams & glasses for the needy	$3165.
Lions Hearing Foundation	$150.
White Cane	$625.
Canine Companions for Independence	$300.
L.A. Children's Hospital	$250.
Lions Rose Parade Float	$300.
L.P.C.C.I.	$250.
Lions Sight Foundation	$300.
Teresita Pines - Lions Deaf Camp	$500.
Lions Blind Fishing Trip for Kids	$250.
City of Hope	$900.
Youth Exchange Foundation	$100.
Lions Club International Foundation	$1000.

AGENDA ITEM NO.

2

TO: CITY COUNCIL

FROM: JIM TATUM, CITY ADMINISTRATOR

SUBJECT: PRESENTATION – ALEX "SKANDAR" REID

DATE: SEPTEMBER 8, 2014

Attachments:

- Information about Alex "Skandar" Reid

BACKGROUND/SUMMARY

Alex "Skandar" Reid is being recognized for his contributions to the City of Bishop and our local communities throughout the Eastern Sierra.

RECOMMENDATION

Present a Certificate of Recognition to Alex "Skandar" Reid for his outstanding community service.

Skandar Reid
Presentation - Certificate of Recognition
Bishop City Council
September 8, 2014

The Bishop City Council and City staff would like to recognize Skandar Reid for his volunteerism.

Since 2011, Skandar has produced dozens of videos in the format of Public Services Announcements for many of the City's public workshops and city projects.

Skandar also produced, on his own, many promotional videos for the Bishop Chamber of Commerce and Visitors Bureau over the past three years. Those videos include many civic events, tourist attractions, and interviews of local area residents.

Several members of the current City Council have been featured on his web-based show called the "Bishop Buzz" which included over 50 segments in the last few years.

All of these videos were produced by him and are truly a contribution to our community, and even reaches out to those beyond our city limits. Some residents may actually know him better as a prolific stone sculptor or one who volunteers his talents at the Eastern Sierra Wildlife Care Center assisting in animal care.

Skandar, with the help and support of City Park staff and the Rotary Club, has created a Bocce Court at the City Park for all to enjoy. He has also participated in several City projects. He is a member of the Warren Street Focus Group and he is in the process of creating stone furniture to be placed at the City Park and to be a part of the Warren Street Improvement Project.

The amount of time Skandar has donated, along with his artistic and technical skills, to the City and our community is priceless. We want to thank Skandar for his many contributions by presenting him with a certificate of recognition for his outstanding community service.

3a

CITY OF BISHOP
CITY COUNCIL STUDY SESSION MINUTES
AUGUST 25, 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 David Stottlemyre, Keith Glidewell Mayor Pro Tem Pat Gardner Mayor Jim Ellis
COUNCIL ABSENT	Councilmember Laura Smith - absent and excused
OTHERS PRESENT	Keith Caldwell, City Administrator/Community Services Director Jim Tatum, Newly Hired City Administrator Robin Picken, Assistant City Clerk Ryan Jones, City Attorney Peter E. Tracy, Esq., Jones & Mayer, Of Counsel 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.

Bishop resident and business owner Alex "Skandar" Reid discussed the new City of Bishop video released by Bristlecone Media. Mr. Reid said he was also speaking on behalf of other videographers and asked that future video requests by the City be offered to all videographers.

City Administrator Caldwell recognized Assistant Fire Chief Pat O'Neil at the meeting for the outstanding job he did directing the local firefighters in battling the August 14, 2014 Vagabond Inn fire in downtown Bishop and for working with the other local emergency agencies that assisted. City Council also thanked Assistant Fire Chief O'Neil for a job well done.

Councilmember Glidewell asked City staff about the current status of "WiFi on Main Street." City Administrator Caldwell responded by letting Councilmember Glidewell know that the person in charge unfortunately has been unavailable, and will be for an indefinite amount of time.

Councilmember Glidewell also asked for the current status of starting to record meetings on Granicus. Assistant City Clerk responded by letting Councilmember Glidewell know that training has started and we hope to have our first meeting recorded by October 2014.

No further public comments were provided.

SCHEDULED DISCUSSION	Discussion was held on the following Study Session agenda items:
1. Auditor's Update - Larry Bain	Larry Bain, CPA reported that he was currently working on the City's audit this week and that he would have the draft final audit reports by September or October. He mentioned that he would be available to meet with Council once they reviewed the draft final audit report should they have any questions. Mr. Bain addressed questions raised by Council on the side fund and the unfunded liabilities. Mr. Bain explained the side fund and the unfunded liabilities to the Council's satisfaction.
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. Councilmembers Stottlemyre and Glidewell asked that an item be added for further discussion on Council Roles and Guidelines in working with City staff. Mayor Ellis asked that staff research and prepare a Proclamation in memory of Judge Canfield to acknowledge his many years of service.
6. Department Head Reports	Each Department Head reported that they will present their report at the 7:00 p.m. Regular Council Meeting.
COUNCIL DISCUSSION	Council Members also reported that they will present their reports and comments at the 7:00 p.m. Regular Council Meeting. No action was taken.
ADJOURNMENT	The meeting was adjourned at 4:48 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

3b

CITY OF BISHOP
CITY COUNCIL MINUTES
AUGUST 25, 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 Eddie Davis of the Nazarene Church followed by the Pledge of Allegiance led by Councilmember Smith.
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 Jim Tatum, Newly Hired City Administrator 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 Gary Schley, Planning Director/Public Services Officer Dan McElroy, Parks & Recreation Supervisor Waylon Cleland, Recreation Supervisor
PUBLIC COMMENT	The Mayor announced the public comment period. Rich and Cathy White of Independence reported on the California State Fair and the Inyo County Exhibit. They announced that the Exhibit will be on display at the Tri-County Fair this Labor Day weekend. They also announced that the Exhibit received the Silver Award and the Manager's Award this year at the California State Fair and asked those who were interested to assist in working at the booth next year to please contact them directly. Local resident Gayle Wolfe requested as she did at the last Council meeting, that Council please re-visit the issue of finding an occupant to fill the vacant "old K-MART" building (located on the North East corner of Yaney and Main Street).

No further public comments were provided.

DEPARTMENT HEAD REPORTS

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

All department heads and staff made special remarks of appreciation and best wishes to retiring City Administrator Caldwell.

Council thanked staff and all who participated in fighting the fire that occurred at the Vagabond Inn on August 14, 2014 and a special thanks also went to those who assisted in helping those that were displaced by the fire.

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.

Ms. Thomson also thanked and expressed her sincere appreciation to both City Administrator Caldwell for the work he has done for the City of Bishop and thanked his wife Vicky Caldwell for assisting at the Visitors Bureau.

COUNTY OF INYO AIRPORT PRESENTATION

Inyo County Public Works Director Clint Quilter reviewed Inyo County's Airport Operations and their current work to update their Airport Layout Plan (ALP). Mr. Quilter then introduced Airport Consultant Bob Wadell to present what it takes to update an ALP. Mr. Wadell thanked Council for being able to make his presentation and to use meetings such as this one to reach out to the public for community feedback.

PLANNING & BUILDING BI-ANNUAL REPORT

Planning Director Gary Schley reviewed the last nine months of activities in the Planning Department.

Director Schley also took the time to thank retiring City Administrator Caldwell for his friendship and wished him well in his future endeavors.

CONSENT CALENDAR (1) Motion/Stottlemyre

A motion was made by Councilmember Stottlemyre 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 - August 11, 2014
(b) Council Meeting - August 11, 2014
(c) Personnel Status Change Report
(d) Statement of Fund Transactions - 7/1/14-7/31/14
(e) Warrant Register - July 2014
(f) Investment Portfolio - July 2014
(g) Request to dispose of surplus and found property - BPD Memo Log # BPD-032-14 Police Department

FOR INFORMATION/FILING

(h) Planning Commission - Cancellation Notice - 8/26/14
(i) Parks & Recreation Commission Agenda - 8/20/14
(j) Fire Department Activity Log - July 2014

NEW BUSINESS

PURCHASE OF POLICE DEPARTMENT VEHICLE
(2)
Motion/Glidewell

Councilmember Glidewell made a motion to waive the Open Market/Bidding Procedure in accordance with Section 3.24.200 of the Bishop Municipal Code to purchase a new 2014 Ford Explorer Police Interceptor for $28,049.12 from Bishop Ford. Motion passed 5-0.

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

STATE MANDATED WATER CONSERVATION
(3)
Motion/Stottlemyre

Councilmember Stottlemyre made a motion to approve the proposed water conservation measures to continue until rescinded. Motion passed 5-0.

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

AWARD MONITORING WELLS PROJECT CONSTRUCTION CONTRACT (4) Motion/Gardner	Mayor Pro Tem Gardner made a motion to award the Monitoring Wells Project Construction Contract to Jon Gamble, authorize the execution of the Construction contract with Jon Gamble, and authorize the expenditure of up to $24,314.85 through the Construction Contract. Motion passed 5-0. Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis Noes: None Abstain: None Absent: None
AWARD INFORMATION TECHNOLOGY SUPPORT SERVICES CONTRACT (5) Motion/Glidewell	Councilmember Glidewell made a motion to approve the execution of a contract with Carmichael Business Technology based on their proposal, approve the expenditure of up to $15,440 through this contract, direct staff to establish a line item in all appropriate budgets for Information Technology and to move all budgeted IT expenses to this new line item, and direct staff to develop proposed budget adjustments for full funding of the work under the contract for consideration by City council no later than October 2014. Motion passed 5-0. Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis Noes: None Abstain: None Absent: None
WASTE DISPOSAL SERVICES (6) Motion/Stottlemyre	Councilmember Stottlemyre made a motion to extend the City's waste disposal services contract with Preferred Septic and Disposal, Inc. through September 9, 2015. Motion passed 5-0. Ayes: Councilmember Smith, Stottlemyre, Glidewell, Mayor Pro Tem Gardner, and Mayor Ellis Noes: None Abstain: None Absent: None
RESOLUTION (14-13) IN SUPPORT OF A COMMUNITY DEVELOPMENT BLOCK GRANT (7) Motion/Smith	Councilmember Smith made a motion to approve the proposed resolution by title only. Motion passed 5-0. "RESOLUTION - APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2013 ALLOCATION OF THE STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM"

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

PRESENTATIONS

COUNCIL PRESENTATIONS - KEITH CALDWELL (8)

City Administrator Keith S. Caldwell was presented with a city tile, a city coin, a city watch, and a bouquet of flowers to his wife Vicky in recognition of his years of public service to the City of Bishop.

Other members of the public that came forward to express their appreciation, thanks, and good wishes to Keith S. Caldwell were: David Grah, Beth Himelhoch, Alex "Skandar" Reid, Charles James, Ryan Jones, Jeff Griffiths, Peter Tracy, Denise Gillespie, Jim Tatum, Linda Arcularius, Michael Franz, and Chuck Kilpatrick.

COUNCIL REPORTS

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

ADJOURNMENT

The Mayor adjourned the meeting at 9:25 p.m. to the Study Session scheduled for Monday, September 8, 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

CITY OF BISHOP

3c

WATER AND SEWER COMMISSION
AGENDA

City Council Chambers – 301 West Line Street
Bishop, California 93514

Date: 9 September 2014
7:00 P.M.

Notice to the Public:
In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (760) 873-5863. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II).

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1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Public Comment:**
   This time is set aside to receive public comment on matters not calendared on the agenda.

5. **Approval of Minutes:**
   Minutes of the Water and Sewer Commission meetings held on 8 July 2014 subject for approval.

6. **Correspondence**

7. **Water Conservation**

8. **Consent Items**

9. **Staff and Commission Reports**

10. **Adjournment**:
The next regularly scheduled meeting will be 12 November 2014 at 7:00 P.M. in the City Council Chambers, 301 West Line Street, Bishop.

3d

CITY OF BISHOP

Parks and Recreation Commission Minutes

June 4, 2014

CALL TO ORDER: The Parks and Recreation Commission met on June 4, 2014 the meeting was called to order at 5:15 pm at the City Park, 301 W. Line St, Bishop, Ca.

PLEDGE OF ALLEGIANCE

COMMISSIONERS Kellie Hallenbeck John Weatherford, Thom Batchelder, and Cheryl Underhill

COMMISSIONERS ABSENT: Lee Cox

OTHERS PRESENT: Keith Caldwell, City Administrator/Community Services Director, Karey Poole, Recording Secretary, Dan McElroy, Parks Supervisor, and Waylon Cleland, Recreation Supervisor

APPROVAL OF MINUTES: Motion made by Commissioner Underhill to approve the minutes for April 23, 2014, second by Commissioner Weatherford, approved unanimously.

PUBLIC COMMENT:

CORRESPONDENCE: None

OLD BUSINESS:

Update Pine to Park Path –
Dan shared that they would be breaking ground on the path project on June 9th. There will be some impacts on parking at the rear of the park as well as access to the garden area while they are working. This will be a three to four week project. Park staff will need to work on waterlines and help ensure it's a seamless process so they can get the project completed as quickly as possible.

Update Field 6 –
Dan stated that the EIR is open for Public Comment with a 30 day response time. The project has been placed in the hands of Barry Simpson and Jim Tatum on behalf of the high school. It will need to have curb and gutters along the whole corner area. They need to put together and excavation plan as well. Staff is just waiting to hear back from them before anything can move forward, hoping to be able to get started in August.

Update on Community Center/ Master Plan revisions –
Waylon shared the updated map to the Commission as requested from the previous meeting. Batchelder noted that it didn't show the culvert between the park area and Field 2. Weatherford asked to have the bathrooms moved near the dugouts and asked if there was a way to show the BMX track behind the Senior Center. Commissioner Batchelder commented on the fact

that only if there was enough room for the track. Karey noted that there are still no restrooms at the back of the park by fields four and five. Waylon stated that it would be possible to add some bathrooms as part of the maintenance shed in that area. Commissioner Weatherford said that it may also be a possibility to put the maintenance shed by the dog park if there isn't enough room by the ball fields. Commissioner Hallenbeck asked if the Sterling Heights was changing the direction for vehicles pulling in to their facility will all the work going on with the path. Keith said that he would double check with her and find out for certain. Keith shared with the Commission that when they felt they were ready with the new plan, he could move forward and take it to Council.

NEW BUSINESS: None

STAFF REPORT:

Facilities-
Dan let the Commission know that the memorial tree for Karl Riesen had been planted at Field 4. He stated that Mule Days went off without a hitch. The Part time staff did a great job; they had an estimated 8,000-10,000 visitors in the park. Staff is now going into maintenance mode. They continue to upkeep the pool; it has been busy with pool party's non-stop. The pool managers are doing an awesome job as well. He shared that Arden Wagoner and Kyle Goin are back for the summer season. Staff will spend the next few weeks taking care of the weeds that came fast after the rains. He has scheduled CDF to help with creek cleanup again and is gearing up to mow the rear field.

Programs –
Waylon shared that Softball was going great with 31 teams. A women's league will also be getting started. He said with the pool opening the beginning of May there was a count of 66 kids participating on the Swim Team. Staff was able to get Brittany Rossi certified to teach Lifeguard Instruction. To date there have been three in house re-certification classes. Staff is still working out fees and charges for this new piece at the pool. He also shared that concession sales have started at the pool for the first time and the swim lesson registration is opening with a scholarship program thru First 5 for the first session.

Waylon shared that the beginning of May was also the Youth Activities Expo at the front of the park with a Recycled Art competition. They had four entries and gave each of them a great prize. He also said the Community Garden group had an orientation and a cleanup. They didn't get the clean air grant this year, but still want to do the project for the native species portion of the garden.

He shared with the Commission that the Mule Days Arts and Crafts fair had 131 vendors, they were down 19, but 30 of those this year were new. Keith shared that the City gets $5,000 for renting this area out to Inyo Council for the Arts.

Waylon stated that this weekend was the Swim Team Triathlon and staff was geared up to be down there to help get set up. Water Aerobics will begin June 17th and possibly a few more water exercise classes. Summer Camps are also getting started with the first being Science themed. Currently the camp is full at 36 participants and 6 counselors. Challenger Sports camp is coming up as well as Little League closing ceremonies. There are several Softball Tournaments on the calendar as well as pool parties leading up to the Big Day in the Park. A new event this year, Miss Teen City of Bishop, Callie Kruse has proposed and began planning for the first Mud Volleyball Fundraiser Tournament scheduled for July 19th at the fairgrounds. There will be Karaoke and Live Music. High School Rodeo is set to begin June 9th. Commissioner Hallenbeck asked for the dates of the Swim Meet, Waylon stated that it's scheduled for the 20th – 22nd. He also shared that preparation to go to bid on coolers for the Auditorium has begun allowing more time and space for programs. Keith shared that the After School Program will be going to the school board for approval. The program will be housed on school campus utilizing a currently unused building.

ITEMS FROM THE COMMISSION:

Commissioner Weatherford asked Dan on status of equipment. Dan said right now looking good. He put in a request for next budget year to purchase a new tractor. Gator has been a little fussy, fan needs a switch. Dan is hoping to save some money on the tractor purchase to be able to also get an infield machine with a tiller attachment.

Commissioner Weatherford asked Waylon about upcoming Hunter Safety courses. Waylon said that this topic just came up. Bill Dailey of Fish and Wildlife put the classes back on the Game Wardens to have them have more involved in the communities. This also allows more class offerings and also online classes are offered. Commissioner Weatherford also asked staff about having a Summer Streets of Lights, similar to the one in the winter; a time to invite business owners to be open a little later. Keith reminded the Commissioner of the Art walk and Chocolate walk put on by the Chamber and Inyo Council of the Arts in the summer and fall months. Commissioner Weatherford suggested a community get together for the 4th of July at the park on field 1. Allowing families that don't want to go to the airport a place where they can still see them. Maybe take donations for the Fire Department. Staff suggested talking with the Fire Chief about this before moving forward at least for this year. Commissioner Batchelder agreed that there may be some push back from the Fire Department.

ADJOURMENT

The meeting adjourned at 6:02 pm discussion ensued; the Commission will change the July meeting date and reconvene on July 9, 2014 at 12:00p.m. at the City Park just south of the pool.

Commissioner

ATTEST:

Karey Poole, Comm. Serv. Secretary

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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

8/2014

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
Commercial					
8/26/2014	Crossroads Church 315 East South Street	tenant improvements	$500.00	$0.50	$1.00
8/25/2014	Vagabond Inn 1030 North Main Street EML Elecrical Service	elecrical repair	$1,500.00		
8/22/2014	Prof Lurch Dinkus LLC 386 W. Line St. Bishop Heating & Air Cond. In	air conditioner/heating system	$17,824.00		
8/19/2014	Diane Doonan 206 N. Main St. owner	electrical and plumbing	$2,500.00	$0.70	$1.00
8/13/2014	Barri Gaudet - Sierra Cottons & 117 East Line Street Alpine Signs	sign	$1,800.00	$0.50	$1.00
		Commercial Totals	**$24,124.00**	**$1.70**	**$3.00**
Residential					
8/20/2014	Jory Weisenberg 780 W. Elm St. Kendell Engineering Inc.	plumbing	$150.00		
8/20/2014	Mickey Jarvis 768 W. Line St Weatherford Irrigation	sprinkler system	$1,500.00		
8/20/2014	Dan Casabian 706 Keough St owner	bedroom remodel	$2,500.00	$0.50	$1.00
8/13/2014	Jim Holman 686 Hammond Doug Clair, Inc.	demo	$5,500.00	$0.72	$1.00

Date	Owner/Location/Contractor	Short Description	Value	SMIP	Rev Fund
8/11/2014	Jourdan / Rite-Way Pool and S 137 East Line Street Eastern Sierra Plumbing	run new gas line	$200.00		
8/11/2014	El Sereno Arms 399 Sierra Street Eastern Sierra Plumbing	move propane tank	$100.00		
8/4/2014	Mary Myer 781 Grove Street Rollins Electric	new electrical main	$700.00		
8/1/2014	Ian & Wilfreda Lindsay 169 Fulton Street owner	solar panels	$6,000.00	$0.78	$1.00
8/1/2014	James Allmon 412 Short Street High Country Lumber, Inc	Install Pellet Insert into fireplace opening	$3,000.00		
		Residential Totals	**$19,650.00**	**$2.00**	**$3.00**

AGENDA ITEM NO.

4

TO: CITY COUNCIL

FROM: JIM TATUM, CITY ADMINISTRATOR

SUBJECT: Request Authority to Initiate the Bidding Process for the Provision of Liquefied Propane Gas (LPG) for All City of Bishop Locations

DATE: SEPTEMBER 8, 2014

BACKGROUND/SUMMARY

The current contract for the provision of liquefied propane gas (LPG) includes an inception date of November 1, 2011 and a termination date of October 31, 2014. The City of Bishop has historically released bid packages for professional services of this type with initial terms of one (1) year and included two (2), one (1) year options to extend. The financially competitive portion of this bid process will include the identification of a specific "rack" for which prices will be linked and a differential proposed by each bidder. The bidder proposing the lowest differential, assuming all other conditions are met, will be deemed the low bidder and be recommended for award.

RECOMMENDATION

Review and authorize the initiation of the bidding process for the provision of liquefied propane gas (LPG) for all City of Bishop locations. It is anticipated that bid documents will be released on September 11, 2014 and be due in the office of the City Clerk by September 30, 2014 at 4:00 p.m.

AGENDA ITEM NO.

5

TO: City Council

FROM: Jim Tatum, City Administrator

SUBJECT: Warren Utilities Project – Construction Contract

DATE: September 8, 2014

Attachments:

- Staff Memo

BACKGROUND/SUMMARY

The attached memo developed by Public Works Director David Grah provides the Council a
concise purpose and scope for the proposed Warren Utilities project. The astute project sequencing will result in substantial cost savings when the highly anticipated Warren Street Improvement project is implemented in the spring of 2015.

Director Grah accurately identifies adequate cash balances in both the Water and Sewer funds to accommodate the proposed contract award of $506,625.00 (including a 5% contingency) to the responsive, low bidder Marzano and Sons, a local contractor.

RECOMMENDATION

Council consideration to:

1. Award the Warren Utilities project construction contract to Marzano and sons.
2. Authorize the execution of the construction contract with Marzano and Sons.
3. Authorize the expenditure of up to $506,625.00 through the construction contract.

To: Jim Tatum, City Administrator

From: David Grah, Director of Public Works

Subject: Award Warren Utilities Project Construction Contract

Date: 29 August 2014

Previous: None

Funding: Water and Sewer Capital

General:
Public Works is ready to award the Warren Utilities project construction contract.

Background:
The first phase of the Warren Street Improvements project is planned for construction in 2015. The Warren Street Improvements project will reconstruct and improve the full length of Warren Street, and the block on six of the eight intersection streets between Main and Warren. The project will address deteriorated pavement, poor drainage, no or deteriorated curb and gutter, lack of sidewalk, curb returns not accessible to disabled, and lack of coherent and aesthetic theme.

Water and sewer improvements are needed in conjunction with the street improvement work. To avoid digging up the new street and to simplify Caltrans paperwork, it is proposed to construct the water and sewer improvements by a separate construction contract prior to the main construction of the Warren Street Improvements project.

To take advantage of economy-of-scale offered by a larger water and sewer project and to accomplish needed improvements, work in addition to the minimum that would be required for the Warren Street Improvements project is proposed. This additional work will make up most of the cost of the project and includes new water line on South Street and replacement water line on Academy. The new water line on South Street is to improve looping and water supply in the southern part of the city and the new water line on Academy is to replace an aging and undersized water line in the downtown area.

The project is officially called the "Warren, South and Academy Streets Utility Improvement project" but is also called the "Warren Utilities project" because it is shorter.

Only portions of the proposed water and sewer work is included in the current budget, but the entire project is reflected in the budget changes Public Works proposes for the 2014/2015 fiscal year. The water and sewer program cash balances are adequate to fund these improvements. The current water cash balance is about $1.6 million and the current sewer cash balance is about $1.3 million. The water and sewer work included in

the project is high priority. Budget line items for capital improvement expenditures are 004-050-56027 for water and 002-051-56027 for sewer.

The project was advertised for construction bids 2 August and 4 bids were received in time for the bid opening today, 29 August:

Bidder	Bid
Marzano and Sons	$482,500.00
Chuck Villar	$515,073.87
Gerhardt and Berry	$771,397.25
White Rock	$598,915.00

Because there are only city funds involved in the project, the city's contracting preferences apply to this project. Only the low bidder claimed contracting preference. The preference claimed was local preference but was not a factor in determining the winning bid.

The low bid has been determined to be responsive. In other words, the low bid meets bidding requirements. The low bid plus 5% contingency is $506,625.00.

The schedule for the project is proposed to be:

Award Contract	8 September
Start Construction	7 October
Finish Construction	2 December

Recommendation:
That the City Council:

- Award the Warren Utilities project construction contract to Marzano and Sons.
- Authorize the execution of the construction contract with Marzano and Sons.
- Authorize the expenditure of up to $506,625.00 through the construction contract.