

**THE BISHOP AREA WASTEWATER
AUTHORITY BOARD OF DIRECTORS**
City Council Chambers – 301 West Line Street
Bishop, California 93514

NOTICE TO PUBLIC: In order to minimize the spread of the COVID 19 virus Governor Newsom has issued Executive Orders that temporarily suspend certain requirements of the Brown Act. Please be advised that the Council Chambers remain closed to the public and that some, or all, of the Bishop Area Wastewater Authority Board of Directors may attend this meeting telephonically or via video conference.

You are strongly encouraged to observe the Bishop Area Wastewater Authority meetings live via the City of Bishop website at: http://cms9.revize.com/revize/bishopca/government/city_council/index.php and to submit public comments in writing by 3:00 pm on January 15, 2021 or you may join the video conference via Zoom at:

<https://us02web.zoom.us/j/89060255557?pwd=ekw1Q203SDJlWkNpbGYvMk9GQjFyUT09>

Individuals will be asked to register (by providing their name and email address) in order to access the video conference.

To submit a comment, you are encouraged to participate:

1. In writing. Please email publicworks@cityofbishop.com and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. If you would like the comment to be read out loud at the meeting (not to exceed three minutes), please write "Read Out Loud at Meeting" at the top of the email. All comments received by 3:00 pm on January 15, 2021 will be emailed to the Board of Directors and included as an attachment under the Agenda's Item Number as "Public Comment" prior to the meeting. Those comments received after 3:00 pm on January 15, 2021 will be added to the record and shared with the Board of Directors after the meeting. City staff will continuously monitor for public comments received during the meeting as well. You may also hand deliver public comments to the City drop/payment box located at the Church Street entrance to City Hall on or before the deadline noted above.

2. Via Zoom-Webinar. If you choose to join the Bishop Area Wastewater Authority meeting via Zoom-Webinar you will be able to utilize the "hand-waiving" feature to make a public comment and (when appropriate) the Board Chair will call on those who wish to speak (not to exceed three minutes).

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in this meeting, please contact the City Clerk at 760-873-5863 Extension 24. Notification at least 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].

The Bishop Area Wastewater Authority thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.

**TUESDAY, January 19, 2021
8:00 A.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT: NOTICE TO THE PUBLIC:** See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.
- 5. CONSENT CALENDAR – NOTICE TO THE PUBLIC:** All matters under the Consent Calendar are considered routine by the Authority and will be acted on by one motion.
 - A. FOR APPROVAL/FILING**
 1. Board of Directors of the Bishop Area Wastewater Authority Meeting Minutes – September 22, 2020
 2. Board of Directors of the Bishop Area Wastewater Authority Meeting Minutes – October 20, 2020
 3. Board of Directors of the Bishop Area Wastewater Authority Meeting Minutes – October 29, 2020
- 6. NEW BUSINESS**
 - A. Update on Progress with Lumo for Title 22 Engineering Report**
 - B. Update on Progress with LADWP on Property Acquisition**
 - C. Update on Progress with NRCS on Irrigation Project**
 - D. Bishop Area Wastewater Authority Website**
- 7. STAFF AND BOARD REPORTS**
- 8. ADJOURNMENT:** The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be April 20, 2021, at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

BISHOP AREA WASTEWATER AUTHORITY
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
September 22, 2020

1. CALL TO ORDER

Chairman Pachucki called the Bishop Area Wastewater Authority Board of Directors Special Meeting to order at 8:10 a.m. in the City Council Chambers, 301 West Line Street, Bishop, California via video conference.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Pachucki

3. ROLL CALL

Present:

Chairman Pachucki
Vice Chairman Muchovej
Board Member Stone

Absent:

Board Member Costello

Others Present:

Ron Phillips, Authority Treasurer/Auditor-Controller
Deston Dishion, Authority Administrator
Jennifer Krafcheck, Authority Interim Secretary
Ward Simmons, Legal Counsel
Michele Rhew, Acting Secretary

4. PUBLIC COMMENT: NOTICE TO THE PUBLIC: See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

No public comments were received.

5. INTERIM BUDGET DISCUSSION: As part of the process of forming a Joint Powers Authority (JPA) the Bishop Area Wastewater Authority (BAWA) must establish an interim budget within 120 days of signing the agreement. 120 days from the signed agreement date is October 23, 2020.

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review with the Board. Dishion went over the drafted proposed budget that includes line items for legal fees, insurance, professional services, staff time, permitting fees, and future capital projects. Dishion went into detail for each line item explaining how he came up with the budget amounts.

Vice Chairman Muchovej expressed his thoughts regarding uncertainty on costs for irrigation and Los Angeles Department of Water and Power (DWP) land deals. Muchovej feels costs for those two items should not be included in the preliminary budget. Muchovej agrees joint testing should take place and be a part of the budget as well as adding discharge permits. Dishion shared a recent discussion he had with Lahontan explaining there will now be three discharge permits, one permit for each plant and one permit from BAWA.

Pachucki asked City staff when the time clock will start for the legal fees and if preformation costs are included. Legal Counsel Ward stated that BAWA would start paying bills incurred after becoming an entity. Dishion explained that since the beginning, the District and City have been equally dividing legal costs.

Muchovej asked if there should be a line item for grant writing purposes. The amount of \$5,000 was agreed upon to be appropriate. The Board also discussed joining Inyo-Mono IRWMP Program and Dishion stated he attends the meeting for the City and can attend for BAWA as well.

Additional discussion took place regarding insurance, bylaws, paid-to-date expenditures, and future capital improvement funds.

No public comments were received.

Vice Chairman Muchovej made a motion to accept the proposed preliminary 2020/2021 budget with the modifications discussed for capital improvement and grant writing line items. Board Member Stone seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Stone, and Chairman Pachucki

Noes: None

Ward clarified the timeline schedule to approve the preliminary budget.

6. APPROVAL FOR BAWA ADMINISTRATOR TO SIGN NATIONAL RESOURCE CONSERVATION SERVICE APPLICATIONS: Over the past several weeks Walt Pachucki and Deston Dishion have been meeting with Rob Pierce of the National Resource Conservation Service (NRCS). NRCS offers services such as irrigation design, funds to construct irrigation systems, and creation of "Farm Management Plans".

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review with the Board. Dishion stated that the Board wants to apply for membership with the NRCS and to be part of their 2021/2022 Fiscal Year Budget. Dishion asked for Board approval to be the administrator to sign applications on behalf of BAWA. Discussion followed.

No public comments were received.

Vice Chairman Muchovej made a motion to grant the authority to the Administrator to sign the NRCS application and miscellaneous forms. Board Member Stone seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Stone, and Chairman Pachucki
Noes: None

7. STAFF AND BOARD REPORTS

Chairman Pachucki asked that an item be added to the next meeting for discussion about the Board's position regarding continuity of leases.

Vice Chairman Muchovej asked Authority Administrator Dishion if wastewater is two words or one word. Dishion explained that the word can be interchangeable as one word or two words. Dishion suggested it be one word in the name of the authority. Pachucki shared that it is seen both ways and when he created the Authority's name it was determined to be one word.

There were no further reports from Staff and the Board.

8. ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority will be October 20, 2020, at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chairman Pachucki adjourned the meeting at 9:01 a.m. to the next regularly scheduled meeting on October 20, 2020.

Chairman Pachucki

Michele Rhew, Acting Secretary

BISHOP AREA WASTEWATER AUTHORITY
BOARD OF DIRECTORS MINUTES
October 20, 2020

1. CALL TO ORDER

Chairman Pachucki called the Bishop Area Wastewater Authority Board of Directors meeting to order at 8:06 a.m. in the City Council Chambers, 301 West Line Street, Bishop, California via video conference.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Pachucki

3. ROLL CALL

Present:

Chairman Pachucki
Vice Chairman Muchovej
Board Member Stone

Absent:

Board Member Costello

Others Present:

Ron Phillips, Authority Treasurer/Auditor-Controller
Deston Dishion, Authority Administrator
Jennifer Krafcheck, Eastern Sierra Community Service District
Ward Simmons, Legal Counsel
Michele Rhew, Secretary
Russ Adams, Board Member Alternate

4. PUBLIC COMMENT: NOTICE TO THE PUBLIC: See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

No public comments were received.

5. CONSENT CALENDAR – NOTICE TO THE PUBLIC: All matters under the Consent Calendar are considered routine by the Authority and will be acted on by one motion.
 - A. FOR APPROVAL/FILING
 1. Board of Directors of the Bishop Area Wastewater Authority Meeting Minutes – July 21, 2020
 2. Guidelines for Implementing the California Environmental Quality Act (CEQA) – The State CEQA Guidelines require local agencies to adopt “objectives, criteria and procedures” to implement the requirements of CEQA and the State CEQA Guidelines. (State CEQA Guidelines [14 Cal. Code Regs.] section 15022). The State CEQA Guidelines codified at 14 Cal. Code Regs. Section 15000 et seq. provide implementation direction and reflect relevant court opinions.
 - Recommended Action: Adopt Resolution No. _____ approving the State CEQA Guidelines for Implementing the California Environmental Quality Act for Bishop Area Wastewater Authority.
 3. Investment Policy – The California Legislature provides standards for governing bodies authorized to make investment decisions for local agencies.
 - Recommended Action: Adopt Resolution No. _____ approving the Fiscal Year July 2020 – June 2021 Investment Policy.
 4. Conflict of Interest Code of the Bishop Area Wastewater Authority – The Political Reform Act (the “Act”) requires all public agencies to adopt and maintain a Conflict of Interest Code containing the rules for disclosure of personal assets and the prohibition from making or participating in making governmental decisions that may affect any personal assets. A conflict of interest code must specifically designate all agency positions, except for those listed in Gov. Code § 87200, that make or participate in the making of agency decisions which may foreseeably have an effect on any financial interest of that person, and assign specific types of personal assets to be disclosed that may be affected by the exercise of powers and duties of that position. (Gov. Code §§ 87300, 87302.)
 - Recommended Action: Adopt Resolution No. _____ approving the Conflict of Interest Code of Bishop Area Wastewater Authority and directing that such Code be submitted to the Inyo County Board of Supervisors as the Authority’s code-reviewing body (Gov. Code § 82011) requesting approval of the adopted Code as required under Government Code section 87303.
 5. Bishop Area Wastewater Authority (BAWA) Bylaws and Policy Manual – Community Services District Law requires the Board of Directors to adopt rules or bylaws for its proceedings and adopt policies for the operation of the Authority. (Gov. Code, §§§ 61000et seq., 61045(f), 61045(g).

- Recommended Action: Adopt Resolution No. _____ approving the BAWA Bylaws and Policy Manual.

Legal Counsel Ward Simmons pointed out a mistake discovered by Jennifer Krafcheck in the Bylaws and Policy Manual, under Policy 5.3. Ward explained the mistake and what the correct wording should be.

Vice Chairman Muchovej and Chairman Pachucki stated they did not see any issues with the Consent Calendar items.

Due to Board Member Stone having technical issues, the meeting was delayed from 8:13 a.m. until 8:22 a.m. During this delay, Board Member Adams joined the meeting without input on any of the items.

Board Member Stone stated he did not see any issues with the Consent Calendar items.

Muchovej made a motion to approve the Consent Calendar with the modification in the Bylaws and Policy Manual designated by Simmons. Stone seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Stone, and Chairman Pachucki
Noes: None

6. NEW BUSINESS

A. APPOINT BISHOP AREA WASTEWATER AUTHORITY SECRETARY – Board consideration to appoint Michele Rhew as Secretary – Deston Dishion.

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review the item with the Board.

Board Member Stone made a motion to appoint Michele Rhew as Bishop Area Wastewater Authority Secretary. Vice Chairman Muchovej seconded the motion. Motion approved 3-0.

Ayes: Board Member Stone, Vice Chairman Muchovej, and Chairman Pachucki
Noes: None

B. RESOLUTION – Resolution of the Board of Directors of the Bishop Area Wastewater Authority Providing Guidance to Staff Concerning Certain Properties Owned by the Los Angeles Department of Water and Power – Board consideration to approve the Resolution – Walt Pachucki.

Chairman Pachucki reviewed the item with the Board.

Vice Chairman Muchovej asked if the Board's hands will be tied by the resolution. Pachucki commented that it is his understanding that the resolution is drafted to not tie the current Board's hands or any future board.

Legal Counsel Simmons explained that the resolution was written in a way to express the Board's intention without tying their hands. Ward added that with many variables unknown, the intent is to move in the direction to leave the door open with Los Angeles Department of Water and Power (DWP).

Muchovej asked if the resolution will assist the negotiations with DWP. Pachucki said that the resolution is an attempt to reduce issues and work with the current land users. Muchovej asked if the attempt is to make it known what BAWA is planning to do and said the law is written in such a way that it is vague, and asked if it could be a proclamation instead of a resolution. Ward explained that in a previous meeting it was to be a verbal agreement but Pachucki did not think that was sufficient. We then went the resolution route but it could be in a different form. Muchovej questions the Board setting up a law that is very vague. Dishion explained that DWP has requested this sort of legal document. Dishion asked Ward if the resolution would remain valid if the BAWA dissolved and Ward said yes, that the resolution is basically a statement of intent with nothing binding. Discussion continued.

Muchovej made a motion to approve a Resolution of the Board of Directors of the Bishop Area Wastewater Authority Providing Guidance to Staff Concerning Certain Properties Owned by the Los Angeles Department of Water and Power. Board Member Stone seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Stone, and Chairman Pachucki
Noes: None

C. ADMINISTRATIVE SERVICES AGREEMENT – Board consideration to approve the execution of the Administrative Services Agreement – Ward Simmons.

Chairman Pachucki opened the item and turned it over to Legal Counsel Ward to review the item with the Board.

Ward explained that the Administrative Services Agreement is a contract between BAWA and the City of Bishop appointing the City to act as the BAWA Administrator and to provide other administrator services. Ward pointed out a sentence in Section 2 that was not agreed upon by the attorneys and to have the Board discuss and give direction. Dishion added comments from the City attorney. Discussion continued.

Ward proposed that rather than terminating the agreement upon a 24-hour written notice, BAWA enters into a meet-and-concur process where the final decision is made by the Board of Directors.

Muchovej made a motion to approve the execution of the Administrative Services Agreement with the modification to Section 2, Term, proposed by Ward. Board Member Stone seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Stone, and Chairman Pachucki
Noes: None

- D. CONSULTANT PROCUREMENT TO COMPLETE TITLE 22 ENGINEERING REPORT – Board consideration to approve the Consultant Procurement to Complete a Title 22 Engineering Report – Deston Dishion.

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review the item with the Board.

Dishion reviewed the item with the Board. Chairman Pachucki, Vice Chairman Muchovej, and Board Member Stone are in agreement to proceed with a contract with Lumos Inc. to complete a Title 22 Engineering report. Dishion will move forward with the contract with Lumos.

- E. FISCAL YEAR 20/21 INTERIM BUDGET – Board consideration to approve the Fiscal Year 20/21 Interim Budget – Deston Dishion.

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review the item with the Board.

Dishion reviewed the proposed interim budget with the Board. Vice Chairman Muchovej stated that the City Council is on board with the proposed budget. Chairman Pachucki stated that the Eastern Sierra Community Service District is on board as well.

Dishion asked about opening a bank account for BAWA. Legal Counsel Ward stated now that the Bylaws are approved a bank account can be set up. Dishion said that he would talk to city staff about moving forward with opening a separate bank account for BAWA. Ward suggested adding an item on the next agenda to name the signers on the bank account.

Board Member Stone made a motion to approve the Fiscal Year 20/21 Interim Budget as submitted. Vice Chairman Muchovej seconded the motion. Motion approved 3-0.

Ayes: Board Member Stone, Vice Chairman Muchovej, and Chairman Pachucki
Noes: None

7. STAFF AND BOARD REPORTS

Vice Chairman Muchovej mentioned he is curious about working with Department of Water and Power (DWP) and wonders how much DWP will charge for land transfers.

Authority Administrator Dishion stated he recently had a positive conversation with Todd Thornburg from DWP Real Estate office and that Thornburg is working on the land transfers. Muchovej asked if the Authority has a sense of what grants can be applied for to assist with the DWP land purchase and other capital improvements. Chairman Pachucki explained he has started working on grant processes. Dishion also touched on work he has been doing for grants.

8. ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority Board of Directors will be January 19, 2021, 2020, at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chairman Pachucki adjourned the meeting at 9:22 a.m. to the next regularly scheduled meeting on January 19, 2021.

Chairman Pachucki

Michele Rhew, Secretary

BISHOP AREA WASTEWATER AUTHORITY
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
October 29, 2020

1. CALL TO ORDER

Chairman Pachucki called the Bishop Area Wastewater Authority Board of Directors Special Meeting to order at 8:08 a.m. in the City Council Chambers, 301 West Line Street, Bishop, California via video conference.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Pachucki

3. ROLL CALL

Present:

Chairman Pachucki
Vice Chairman Muchovej
Board Member Stone

Absent:

Board Member Costello

Others Present:

Deston Dishion, Authority Administrator
Jennifer Krafcheck, Eastern Sierra Community Service District
Ward Simmons, Legal Counsel
Robin Picken, City of Bishop City Clerk

4. PUBLIC COMMENT: NOTICE TO THE PUBLIC: See modified public comment procedure above. Under California law the Board of Directors is prohibited from generally discussing or taking action on items not included in the agenda; however, the Board of Directors may briefly respond to comments or questions received from members of the public. Therefore, the Board of Directors will be provided with all public comments but will not generally discuss the matter or take action on it.

No public comments were received.

5. NEW BUSINESS

A. Bishop Area Wastewater Authority – Title 22 Engineering Report for Secondary Undisinfected Recycled Water Disposal via Irrigation (Exhibit A)

Chairman Pachucki opened the item and turned it over to Authority Administrator Dishion to review with the Board. Dishion explained that the State of California Division of Drinking Water (DDW) requires Bishop Area Wastewater Authority (BAWA) to complete a Title 22 Engineering Report. The report will then allow BAWA to obtain an updated permit which is required by Lahontan Regional Water Quality Control Board (LRWQCB) as part of the expansion of the irrigation system.

Dishion asked Jonathan Lesperance, P.E. Project Manager for Lumos & Associates, to brief the Board on the process for the Title Engineering Report. Lesperance went over the proposal from Lumos & Associates.

Additional discussion took place with the Board and Staff.

No public comments were received.

Vice Chairman Muchovej made a motion to approve the contract with Lumos & Associates and designate Authority Administrator Deston Dishion as the executor. Board Member Stone seconded the motion. Motion approved 3-0.

Ayes: Vice Chairman Muchovej, Board Member Stone, and Chairman Pachucki
Noes: None

6. STAFF AND BOARD REPORTS

There were no staff or board reports at this time.



7. ADJOURNMENT: The next regularly scheduled meeting of the Bishop Area Wastewater Authority Board of Directors will be January 19, 2021, at 8:00 a.m. in the Bishop City Council Chambers, 301 West Line Street, Bishop.

Chairman Pachucki adjourned the Special Meeting at 8:20 a.m. to the next regularly scheduled meeting on January 19, 2021.

Chairman Pachucki

Michele Rhew, Secretary

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Deston Dishion 
Subject: Update on Progress with Lumos for Title 22 Engineering Report
Prepared on: January 13, 2021
Approved By: 
Deston Dishion, Administrator

Background/History:

On November 16, 2020 the BAWA and Lumos Associates Inc of Carson City Nevada entered into a contract to complete a Title 22 Engineering Report. Jonathon Lesperance of Lumos has been assigned to this effort. The amount of the contract is \$20,500.

Analysis/Discussion:

On December 17, 2020 Jonathon made a site visit with me. We toured the existing discharge area as well as the proposed expansion area. Jonathon has also been collecting water quality data from both the City and ESCSD. Initial data collection and review is complete. Jonathon expects to have a draft report for our review around the first week of February.



Budget Impacts:

To date BAWA has been billed \$3,084.00

Recommendation: No Action Requested

Informational item only, therefor no action is required.

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Deston Dishion 
Subject: Update on Progress with LADWP on Property Acquisition
Prepared on: January 13, 2021
Approved By: 
Deston Dishion, Administrator

Background/History:

In 2019 the City of Bishop and the Eastern Sierra Community Services District began working LADWP to acquire additional land for discharge of treated wastewater. Since the process began the Bishop Area Wastewater Authority (BAWA) was formed and has continued the process to acquire additional discharge land.

Analysis/Discussion:

Since the BAWA board last met in October of last year I have been corresponding with LADWP staff on a regular basis. At this point in time nothing substantive has been completed to report on. LADWP will complete a full survey of the subject land in the next 6 months to a year. After the survey work is completed the BAWA will be expected to hire a consultant to complete a formal appraisal of the land.


Budget Impacts:

There are no budget impacts at this time.

Recommendation: No Action Requested

Informational item only, therefor no action is required.

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Deston Dishion *DD*
Subject: Update on Progress with NRCS on Irrigation Project
Prepared on: January 14, 2021
Approved By: 
Deston Dishion, Administrator

Background/History:

In October of 2020 BAWA staff and board members met with NRCS staff to begin the process of designing a pressurized irrigation system. The complete design will cover the entire discharge area including the potential expansion area.

Analysis/Discussion:

NRCS staff delivered a very substantial set of schematic plans to me in late October. With these plans I have reached out to Nelson Irrigation. Nelson has been working with me to finish the design and put a cost to it. I will be meeting with a Nelson representative next week to further develop the plans. This will be an onsite visit.



Budget Impacts:

No budget impacts at this time.

Recommendation: No Action Requested

Informational item only, therefor no action is required.

STAFF REPORT

To: Bishop Area Wastewater Authority Board
From: Deston Dishion 
Subject: Bishop Area Wastewater Authority Website
Prepared on: January 14, 2021
Approved By: 
Deston Dishion, Administrator

Background/History:

As the Bishop Area Waste Water Authority (BAWA) continues to develop multiple requirements continue to be brought to our attention. One of these requirements is the BAWA must have a site on the Web that information can be disseminated, such as meeting times, dates, agendas and other pertinent information.

Analysis/Discussion:

Due to the fact that the BAWA board meets on a quarterly basis I felt that we should discuss different options to provide a website and have the option to give staff authority to pursue a contract with a vendor to develop a website.

I had a brief discussion with a local vendor. This vendor gave an estimate of \$1,500 to \$2,000 for initial design and start up and \$350 per year for maintenance.

There is also the possibility that the BAWA information could reside on either the City website or the Eastern Sierra Community Services District website.

Budget Impacts:

Budget impacts are not identifies at this time.

Recommendation: No Action Requested

Recommend that the board authorizes staff to proceed with securing a contract to provide the BAWA with a website if chosen to do so by the Board.