



Agenda Item: 16.G
Date of Meeting: April 14, 2025
Department: Community Services

STAFF REPORT

To: City Council
From: Dan McElroy
Subject: **Propane Services Letter of Extension**
Prepared On: April 1, 2025
Attachments: Propane Services Letter of Extension 3/18/2025

Background/History:

On June 1, 2021, The City of Bishop Community Services Department entered into a Services Agreement with Hunt Propane Inc. The initial term of this agreement expired on May 31, 2025. The Services Agreement with Hunt Propane Inc. allows for two one-year extensions. Hunt Propane submitted a letter for the first extension on March 15th, 2024, for a one-year term. Hunt Propane has submitted a letter for the second and final extension on March 18th, 2025, for a one-year extension.

Analysis/Discussion:

Hunt Propane Inc. provides propane services for all City of Bishop facilities. The City of Bishop has received a letter from Hunt Propane Inc. requesting a one-year extension of this agreement. The letter was received on March 18, 2025. This letter will extend the current Propane Services Agreement for a one-year term and will have the new term ending on May 31, 2026.

Economic Impacts:

None

Budget Impacts:

The Community Services 2024-2025 budget accounts for this expenditure and will be accounted for in the 2025-2026 budget.

Legal Review:

City Attorney Dean Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to approve and accept the letter of extension for Propane Services by Hunt Propane Inc. for a one-year term, with the new term ending on May 31, 2026.

Approved By: Deston Dishion 4/1/25

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