



City Council

Redevelopment Agency

AGENDA

Wednesday

Regular

**Closed Session 5:30 p.m.
Regular Session 6:00 p.m.**

April 20, 2011

**City Hall
100 West California Avenue
Ridgecrest CA 93555**

(760) 499-5000

**Ronald H. Carter, Mayor
Marshall G. Holloway, Mayor Pro Tempore
Jerry D. Taylor, Vice Mayor
Steven P. Morgan, Council Member
Jason Patin, Council Member**

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LAST ORDINANCE NO. 11-xx
LAST RESOLUTION CITY COUNCIL NO. 11-22
LAST RESOLUTION REDEVELOPMENT AGENCY NO. 11-02
LAST RESOLUTION FINANCING AUTHORITY NO. 11-xx

CITY OF RIDGECREST

**CITY COUNCIL
RIDGECREST REDEVELOPMENT AGENCY
FINANCING AUTHORITY**

AGENDA

Regular Council/Agency Meeting
Wednesday April 20, 2011

CITY COUNCIL CHAMBERS CITY HALL
100 West California Avenue
Ridgecrest, CA 93555

Closed Session – 5:30 p.m.
Regular Session – 6:00 p.m.

This meeting room is wheelchair accessible. Accommodations and access to City meetings for people with other handicaps may be requested of the City Clerk (499-5002) five working days in advance of the meeting.

In compliance with SB 343. City Council/Ridgecrest Redevelopment Agency Agenda and corresponding writings of open session items are available for public inspection at the following locations:

1. City of Ridgecrest City Hall, 100 W. California Ave., Ridgecrest, CA 93555
2. Kern County Library – Ridgecrest Branch, 131 E. Las Flores Avenue, Ridgecrest, CA 93555
3. City of Ridgecrest official website at <http://ci.ridgecrest.ca.us>

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

AGENDA - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

April 20, 2011

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CLOSED SESSION – 5:30 p.m.

- GC54956.9 (A) Conference With Legal Counsel; Existing Litigation; City Of Ridgecrest V. Benz Sanitation, Inc.
- GC54957 Personnel Matters – Public Employee Release
- GC54957.6 Labor Negotiations – United Food and Commercial Workers Local 8 (UFCW); Police Employee Association of Ridgecrest (PEAR); Mid-Management Group of Employees (MM); Confidential Group of Employees (CO); Management Group of Employees (MG) – Agency Negotiator City Manager Kurt Wilson

PUBLIC COMMENT – CLOSED SESSION

REGULAR SESSION – 6:00 p.m.

- Pledge Of Allegiance
- Invocation

CITY ATTORNEY REPORTS

- Closed Session
- Other

PUBLIC COMMENT

DISCUSSION AND OTHER ACTION ITEMS

1. Approval Of A Resolution Of The Ridgecrest City Council Authorizing Submission Of The Fiscal Year 2010-2011 Transportation Development Act Claim To The Kern Council Of Governments. Staheli
2. Discussion And Approval Of A Resolution Of The Ridgecrest City Council And The Ridgecrest Redevelopment Agency Approving The Annual Budget Amendment #2012-02 Increasing Appropriations In The Annual Budget Staheli
3. Approval Of A Resolution To Approve A Professional Services Agreement With, The HLA Group For The Preparation And Provision Of Research, Surveying, Preliminary/Design Development, Construction Plans, Specifications, Bidding Documents And Construction Management Services For Playground Improvements For The Pearson And Upjohn Parks And To Authorize The City Manager To Execute This Agreement. Speer

AGENDA - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

April 20, 2011

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4. Approval Of A Resolution To Approve A Professional Services Agreement With, The HLA Group For The Preparation And Provision Of Engineers/Architect's Design Report (Master Plan) Environmental Studies, Surveying, Geotechnical Investigation, For The Kerr-McGee And Leroy Jackson Sports Complexes, Preparation Of Plans, Specifications, Bidding Documents, Construction Management Services For The Sports Field Lighting For The Kerr-McGee And Leroy Jackson Sports Complexes And To Authorize The City Manager To Execute This Agreement. Speer
5. Discussion Of Tax Allocation Bond Projects And Associated Old Town Projects Implementation, Items 1, 9, & 10. McRea

CONSENT CALENDAR

6. Approval Of the Minutes Of The Special City Council/Redevelopment Agency Meeting Of March 8, 2011 Ford
7. Approve the Minutes Of The Regular City Council/Redevelopment Agency Meeting Of March 16, 2011 Ford
8. Approve the Minutes Of The Special City Council/Redevelopment Agency Meeting Of April 4, 2011 Ford
9. Approve the Minutes Of The Special City Council/Redevelopment Agency Meeting Of April 5, 2011 Ford
10. Approve the Minutes Of The Regular City Council/Redevelopment Agency Meeting Of April 6, 2011 Ford
11. Approve the Council Expenditure Approval List (DWR) Dated 03/31/2011 In The Amount Of \$19,019.70 Staheli
12. Approve the Council Expenditure Approval List (DWR) Dated 04/08/2011 In The Amount Of \$155,214.82 Staheli
13. Approve the Agency Expenditure Approval List (DWR) Dated 04/08/2011 In The Amount Of \$567,620.97 Staheli

PUBLIC COMMENT

AGENDA - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

April 20, 2011

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DEPARTMENT AND COMMITTEE REPORTS

Infrastructure Committee

Members: Steve Morgan, Jerry Taylor, Craig Porter, James Sanders
Meeting: 2nd Thursday of the month at 5:00 p.m., Council Conference Room
Next Meeting: May 12, 2011

Quality of Life

Members: Chip Holloway, Jason Patin, Craig Porter, Carter Pope
Meetings: 1st Thursday of every even month at 12:00 p.m.; Kerr-McGee
Center
Next Meeting: June 2, 2011

City Organization

Members: Ron Carter, Jerry Taylor, Lois Beres, Christopher LeCornu
Meeting: 3rd Tuesday of the month at 5:00 p.m.; Council Conference Room
Next meeting: May 17, 2011

Community Development Committee

Members: Steve Morgan, Jason Patin, Christopher LeCornu, James Sanders
Meetings: 1st Thursday of the month at 5:00 p.m.; Council Conference Room
Next Meeting: May 5, 2011

Activate Community Talents and Interventions For Optimal Neighborhoods Task Force (ACTION)

Members: Ron Carter, Chip Holloway, Ron Strand
Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-McGee
Center
Next Meeting: May 9, 2011

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway, Jason Patin
Meetings: 1st Wednesday of the month, 8:00 a.m.
Next meeting: May 4, 2011 and location to be announced

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

CITY MANAGER/EXECUTIVE DIRECTOR REPORTS

MAYOR AND COUNCIL COMMENTS

ADJOURNMENT

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT: Resolution authorizing submission of the fiscal year 2010-2011 Transportation Development Act claim to the Kern Council of Governments.

PRESENTED BY:

W. Tyrell Staheli, Finance Director/City Treasurer

SUMMARY:

The Transportation Development Act is a statewide program that adds a quarter cent sales tax for the purpose of funding transit needs within local jurisdictions throughout the state. Those funds are distributed to regional transportation planning agencies (RTPA) who then allocate and disperse those funds to the local transit systems. Pursuant to California Government Code Section 29532, the Kern Council of Governments (Kern COG) is the designated regional transportation planning agency for purposes of administering the Act within the Kern region. TDA allows that a certain portion of those funds be retained by the RTPA for administration purposes, and a certain amount may be retained for pedestrian and bicycle transportation improvements. The balance of the funds are available to the local transit systems, with the provision under Article 8 of that Act that if there is money left over after the needs of the local transit systems have been met and unmet transit needs have been addressed, the remaining funds shall be distributed to the City and County for road maintenance purposes under an established formula.

For fiscal year 2010/2011, the needs of the Ridgecrest Transit System have been met and the report has been filed. The approval of this item will allow the Finance Director to submit the attached claim to the Kern COG.

FISCAL IMPACT:

\$710,771 in revenue will be received by the City for Streets and Roads Fund to cover streets maintenance.

ACTION REQUESTED:

Approve the attached resolution.

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

Action Date: 20-Apr-2011

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RESOLUTION NO. 11-

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL AUTHORIZING
SUBMISSION OF THE FISCAL YEAR 2010-2011 TRANSPORTATION
DEVELOPMENT ACT CLAIM TO THE KERN COUNCIL OF
GOVERNMENTS**

WHEREAS, the State of California enacted the Transportation Development Act (TDA) in 1972 to provide funds for transportation needs each fiscal year; and;

WHEREAS, the Kern Council of Governments (KernCOG) is designated as the Transportation Planning Agency for the City of Ridgecrest to receive claims for approval pursuant to TDA rules and regulations; and

WHEREAS, KernCOG has adopted funding of apportionment for the Local Transportation Funds for Fiscal Year 2010-2011; and

WHEREAS, after transportation needs have been met, any unused funds may be used for streets and roads improvements.

NOW, THEREFORE, BE IT RESOLVED that the attached Fiscal Year 2010-2011 TDA claim be hereby approved and that the Finance Director is hereby authorized to forward the claim to KernCOG.

APPROVED AND ADOPTED this 20th day of April 2011, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ronald H. Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

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Kern Council of Governments

TRANSPORTATION DEVELOPMENT ACT
STREETS AND ROADS CLAIM
FY 2010/2011

Part 1 of 6 - CLAIMANT INFORMATION

I. Claimant

Agency: City of Ridgecrest

Mailing Address: 100 West California Avenue

Office Address: Same as above

City/State/Zip: Ridgecrest, CA 93555

Telephone: 1-760-499-5020

WEB Site: <http://www.ci.ridgecrest.ca.us>

II. Contact Person

Name: Tess Sloan

Title: Accounting Manager

Department: Finance Department

Office Address: Same as above

City/State/Zip: Same as above

Telephone: 1-760-499-5022

E-mail: tsloan@ci.ridgecrest.ca.us

City of Ridgecrest

TRANSPORTATION DEVELOPMENT ACT
STREETS AND ROADS CLAIM

Part 2 of 6 - Claim and Assurances
FY 2010/2011

A. CLAIM: The City of Ridgecrest hereby claims all Local Transportation Fund apportionments and allocations for the 2010/2011 fiscal year plus all unencumbered fund balances and/or deferred revenues held in its local treasury less funds first allocated for transit uses.

B. COMPLIANCE ASSURANCES: The City of Ridgecrest hereby certifies that, as a condition of receiving funds pursuant to Public Utilities Code Section 99200, et seq. and California Administrative Code Section 6600, et seq., as amended, it shall ensure that:

1. All funds will be expended in compliance with the requirements of Public Utilities Code Sections 99200 through 99408, California Administrative Code Sections 6600 through 6684, Office of the State Controller "Guidelines Relating to Gas Tax Expenditures" and Kern Council of Governments' Transportation Development Act Rules and Regulations.

2. All funds will be expended in accordance with the budgets described in Parts 4 and 5 of this claim, attached hereto and made a part hereof, by this reference.

These assurances are given in consideration of and for the purpose of obtaining any and all funds allocated for streets and roads purposes pursuant to Public Utilities Code, Division 10, Part 11, Chapter 4 of the State of California.

The person whose signature appears below has been authorized to provide the assurances cited above and prepare, submit and execute this claim on behalf of:

City of Ridgecrest
Claimant

Signature Date

City Manager
Title

C. FINANCIAL ASSURANCES: As the chief financial officer of the City of Ridgecrest I hereby attest to the reasonableness and accuracy of the financial information presented in this claim and declare it to be consistent with the uniform system of accounts and records adopted by the Controller of the State of California.

Signature Date

Finance Director
Title

City of Ridgecrest

TRANSPORTATION DEVELOPMENT ACT
STREETS AND ROADS CLAIM

Part 3 of 6 - FY 2009/2010 Revenues and Expenditures

<u>Account/Description</u>	<u>Amount</u>
<u>I. FY 2009/2010 Available Resources</u>	
A. Deferred Revenues - Actual unexpended prior year TDA cash receipts held in claimant's treasury as of June 30, 2009 (from 2008/2009 audit report)	<u>\$ 154,332</u>
B. FY 2009/2010 Cash Receipts from trust funds - TDA cash receipts through June 30, 2010.	
1. Local Transportation Fund	<u>\$ -</u>
C. FY 2009/2010 Interest Earned - interest earnings on claimant cash balances through June 30, 2010.	<u>\$ 66</u>
D. Fund Balance - Actual fund balances or reserves held in claimant's treasury as of June 30, 2009 (from 2008/2009 audit report)	<u>\$ 400</u>
E. TOTAL FY 2009/2010 AVAILABLE RESOURCES (Lines A+B1+C+D)	<u>\$ 154,798</u>
<u>II. FY 2009/2010 Expenditures</u>	
F. Administration and Engineering	<u>\$ -</u>
G. Maintenance	<u>\$ 154,798</u>
H. Construction	<u>\$ -</u>
I. Equipment	
J. Other	<u>\$ -</u>
K. TOTAL FY 2009/2010 EXPENDITURES (Lines F+G+H+I+J)	<u>\$ 154,798</u>
L. AVAILABLE RESOURCES AT JUNE 30, 2010-enter here and Part 4, Line A (Line E-K)	<u><u>\$ 0</u></u>

City of Ridgecrest

TRANSPORTATION DEVELOPMENT ACT
STREETS AND ROADS CLAIM

Part 4 of 6 - Object Budget
For Fiscal Year 2010-2011

<u>Account/Description</u>	<u>Amount</u>
<u>I. FY 2010/2011 Available Resources</u>	
A. Available Resources - estimated unexpended prior year TDA cash receipts held in claimant's treasury as of June 30, 2010 (from Part 3, Line L)	\$ <u>0</u>
B. Trust Fund Balances at June 30, 2010	
1. Local Transportation Fund	\$ <u>543,736</u>
C. FY 2010/2011 Trust Fund Apportionments - (from Kern COG estimate)	
1. Local Transportation Fund	\$ 849,298
2. Regional Planning Contribution	\$ <u>24,599</u>
D. FY 10/11 Interest Earned - estimated interest earnings on claimant cash balances through June 30, 2011.	\$ <u>1,000</u>
E. TOTAL ESTIMATED FY 2010/2011 AVAILABLE RESOURCES (Line A+B1+C1+C2+D)	\$ <u>1,418,633</u>
<u>II. FY 2010/2011 Planning & Transit Allocations</u>	
F. Local Transportation Fund	
1. Public Transit (from transit claim)	\$518,025
2. Regional Planning Contribution (from Fund Estimate, Schedule B)	\$ <u>24,599</u>
G. NET ESTIMATED FY 2010/2011 AVAILABLE RESOURCES (Line E-F1-F2)	\$ <u>876,009</u>
<u>III. FY 2010/2011 Estimated Expenditures</u>	
H. Administration and Engineering	
I. Maintenance	\$ <u>710,771</u>
J. Construction	\$ <u>-</u>
K. Equipment	
L. Other	\$ <u>-</u>
M. TOTAL FY 2010/2011 ESTIMATED EXPENDITURES-Itemize in Part 5 (Line H+I+J+K+L)	\$ <u>710,771</u>
N. Capital Outlay Reserve Allocations	
1. Local Transportation Fund	\$ <u>-</u>
O. DEFERRED REVENUES OR FUND BALANCE AT June 30, 2011 (Line G-M-N1)	\$ <u>165,238</u>
FY 2010/2011 NET CLAIM AMOUNT (Line M - Line A)	\$ <u>710,771</u>

City of Ridgecrest

TRANSPORTATION DEVELOPMENT ACT
STREETS AND ROADS CLAIM

Part 6 of 6 - Supplemental Information

For Fiscal Year 2010-2011

Attach the following documentation:

1. A copy of the proof of publication for the public notice regarding conduct of a hearing for the purpose of receiving public testimony regarding transit needs within the claimant's service area.
2. A copy of the governing body's resolution or minute order which makes one of the following findings:
 - a. There are no unmet transit needs.
 - b. There are no unmet transit needs that are reasonable to meet.
 - c. There are unmet transit needs, including needs that are reasonable to meet.
3. A copy of the governing body's authorization to execute and file this claim.

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

A Resolution of the Ridgecrest City Council and the Ridgecrest Redevelopment Agency approving an amendment to the annual budget increasing appropriations in the annual budget.

PRESENTED BY:

Tyrell Staheli – Director of Finance

SUMMARY:

The fiscal year 2012 budget has been approved except for the Building Division.

Attached you will find the budget amendment resolution and proposed budget amounts for the listed accounts for further consideration.

FISCAL IMPACT:

Adjustments as shown in attachment "A"

Reviewed by Finance Director

ACTION REQUESTED:

Approve the Amendment

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Tyrell Staheli
(Rev. 6/12/09)

Action Date: April 20, 2011

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RESOLUTION NO. 11-

A RESOLUTION OF THE RIDGECREST CITY COUNCIL AND THE RIDGECREST REDEVELOPMENT AGENCY APPROVING THE ANNUAL BUDGET AMENDMENT #2012-02 INCREASING APPROPRIATIONS IN THE ANNUAL BUDGET

WHEREAS, the City Council of the City of Ridgecrest has duly adopted its annual budget;

WHEREAS, resolution 11-XX (2012 Adopting Budget Resolution) spells out the circumstances whereby total fund appropriations may be and can be increased;

WHEREAS, certain increases in annual appropriations and estimated revenues to the budget require City Council Resolution prior to implementation;

WHEREAS, a variety of circumstances require an increase in Annual Appropriations;

NOW, THEREFORE, BE IT RESOLVED,

The increases in the accounts identified as General Fund division 4430 Building within the Draft Budget document are herein approved.

APPROVED AND ADOPTED, this 20th day of April 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ron Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

Fiscal Year 2011-2012 Appropriations & Expenditure Summary

Account Number	Object Description	FY 07-08 YE	FY 08-09 YE	FY 09-10 YE	FY 10-11 ADJ BUDGET	FY 10-11 YE	FY 11-12 CITY MNGR
1 - GENERAL FUND							
44 - COMMUNITY DEVELOPMENT							
4430 - BUILDING							
001-4430-443.11-01	REGULAR SALARIES	55,617	62,661	60,335	53,448	51,092	58,115
001-4430-443.11-02	SICK LEAVE	1,010	855	1,297	0	0	0
001-4430-443.11-06	VACATION	3,381	3,420	1,811	0	0	0
001-4430-443.11-07	COMP. TIME	646	1,024	189	0	0	0
001-4430-443.11-10	FINAL PAY	2,163	2,360	2,205	1,839	1,769	1,980
001-4430-443.11-14	INCENTIVE/BONUS PAY	0	650	0	0	0	0
001-4430-443.11-30	REGULAR OVERTIME	2,244	1,470	0	0	0	0
001-4430-443.11-60	CAFETERIA CASH OUT	9,220	9,259	9,867	7,860	7,860	7,872
001-4430-443.16-01	SOCIAL SECURITY	4,471	4,919	4,557	3,801	3,655	4,091
001-4430-443.16-02	PERS	12,317	14,325	13,381	11,332	10,825	14,117
001-4430-443.16-03	MANDATED MEDICARE	1,045	1,150	1,065	889	855	957
001-4430-443.16-05	OPEB - MEDICAL INS PREM	832	896	1,066	825	640	727
001-4430-443.17-03	STATE UNEMPLOYMENT INS	596	676	634	535	511	581
001-4430-443.17-04	WORKERS COMP	512	562	529	441	424	475
001-4430-443.17-07	LIFE INSURANCE	353	367	454	363	364	365
1 - Salaries/Benefits		94,407	104,594	97,390	81,333	77,995	89,280
001-4430-443.21-09	OTHER PROFESSIONAL SERV	113,489	290,090	319,673	836,775	500,000	120,000
001-4430-443.25-01	TRAINING & MEETINGS	396	0	0	0	0	150
001-4430-443.26-02	POSTAGE	0	0	0	50	50	50
001-4430-443.28-07	DUES & PUBLICATIONS	915	0	0	0	0	0
001-4430-443.29-05	PRINTING & REPRODUCTION	407	475	40	507	600	400
001-4430-443.29-07	SOFTWARE, NON CAPITAL	0	1,237	0	0	0	0
2 - Services/Charges		115,207	291,802	319,713	837,332	500,650	120,600
001-4430-443.31-01	SMALL TOOLS & MINOR EQUIP	0	48	0	0	0	0
001-4430-443.34-01	OFFICE SUPPLIES	53	72	37	93	0	150
3 - Materials/Supplies		53	120	37	93	0	150
001-4430-443.92-18	ISF SUPPORT - TECHNOLOGY	6,855	16,512	10,968	19,052	19,052	19,474
001-4430-443.93-18	ISF SUPPORT - PRINT©	2,138	1,334	1,212	3,024	3,024	3,024
001-4430-443.94-18	FLEET MAINTENANCE	0	14	0	0	0	0
001-4430-443.95-18	ISF SUPPORT - BUILDING	0	16,536	17,652	14,505	14,505	20,683
001-4430-443.96-18	ADMIN OVERHEAD	0	9,648	14,434	11,337	26,491	0
001-4430-443.97-18	FINANCE OVERHEAD	0	16,232	16,313	13,096	31,993	0
001-4430-443.98-18	HR OVERHEAD	0	3,533	1,459	1,465	3,818	0
9 - Other		8,993	63,809	62,038	62,479	98,883	43,181
4430 - BUILDING		218,660	460,325	479,178	981,237	677,528	253,211

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

A Resolution to Approve a Professional Services Agreement with, The HLA Group for the preparation and provision of Research, Surveying, Architect's Preliminary Design Report, construction plans, specifications, bidding documents and construction management services for playground improvements for the Pearson and Upjohn Parks and authorize the City Manager to execute this agreement.

PRESENTED BY:

Loren Culp, City Engineer

SUMMARY:

The City of Ridgecrest is proposing to replace the playground equipment and resurface the basketball courts for the Pearson and Upjohn Parks. The current estimated capital improvement costs for improvements are \$170,000 for Pearson and \$170,000 for Upjohn Parks. This professional services agreement is for the preparation and provision of research, surveying, Architect's Preliminary Design Report, construction plans, specifications, bidding documents and construction management services for playground improvements for the Pearson and Upjohn Parks. The work provided under this agreement will enable the city to design and construct the replacement playground equipment and resurface basketball courts for Pearson and Upjohn Parks.

The City solicited proposals from qualified consulting firms to perform the subject professional services. A selection committee reviewed the qualifications, interviewed the top firms, and ranked them. The HLA Group was the top ranked firm. The proposed time and materials fee to complete the scope of work is \$69,860.

Staff recommends that the City enter into a professional services agreement with The HLA Group for the preparation and provision of research, surveying, Architect's Preliminary Design Report, construction plans, specifications, bidding documents and construction management services for playground improvements for the Pearson and Upjohn Parks.

FISCAL IMPACT: \$69,860. The fee for this service is allocated from the Tax Allocation Bond funds.

ACTION REQUESTED:

Adopt the resolution that Approves a Professional Services Agreement with The HLA Group and Authorize the City Manager to execute this agreement.

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Loren Culp
(Rev. 6/12/09)

Action Date: April 6, 2011

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RESOLUTION NO. 11-

A RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH, THE HLA GROUP FOR THE PREPARATION AND PROVISION OF RESEARCH, SURVEYING, PRELIMINARY/DESIGN DEVELOPMENT, CONSTRUCTION PLANS, SPECIFICATIONS, BIDDING DOCUMENTS AND CONSTRUCTION MANAGEMENT SERVICES FOR PLAYGROUND IMPROVEMENTS FOR THE PEARSON AND UPJOHN PARKS AND TO AUTHORIZE THE CITY MANAGER TO EXECUTE THIS AGREEMENT.

WHEREAS, The City of Ridgecrest is proposing to replace the playground equipment and resurface basketball courts for the Pearson and Upjohn Parks; and

WHEREAS, the City of Ridgecrest desires to research, design and construct replacement playground facilities and resurface basketball courts for both parks; and

WHEREAS, the City of Ridgecrest authorized the issuance of a request for qualifications for professional parks architectural services; and

WHEREAS, qualifications were received and officially opened for examination and review; and

WHEREAS, the selection committee reviewed and analyzed the qualifications; and

WHEREAS, the selection committee interviewed and ranked the top firms; and

WHEREAS, staff recommends The HLA Group as the consultant best qualified to provide this service; and

WHEREAS, the proposed time and materials fee of \$69,860 is within the amount allocated for these parks projects and being expended from Tax Allocation Bond funds.

NOW, THEREFORE, BE IT RESOLVED that the City of Ridgecrest hereby approves the Professional Services Agreement with The HLA Group for the preparation and provision of the research, surveying, Architect's Preliminary Design Report, construction plans, specifications, bidding documents and construction management services for replacement playground equipment and basketball resurfacing improvements for the Pearson and Upjohn Parks and authorizes the City Manager to execute this agreement.

APPROVED AND ADOPTED THIS 6th DAY OF April, 2011 by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Ron Carter, Mayor

Rachel Ford, CMC
City Clerk

CONSULTANT AGREEMENT

As of _____, 20____, the **City of Ridgecrest**, hereinafter "City," and **The HLA Group** hereinafter "Consultant," agree as follows:

1. Purpose.

WHEREAS, CITY desires assistance for the preparation and provision of the Research, Surveying, Preliminary/ Design Development, construction plans, specifications, bidding documents and construction management services for playground improvements for the Pearson and Upjohn Parks , wherein the CITY will retain and employ the services of CONSULTANT to provide those services; and

WHEREAS, CONSULTANT is uniquely trained, experienced, competent, and qualified to perform such professional services required by this AGREEMENT.

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereto agree as follows:

2. Services.

(a) The work to be performed by CONSULTANT is specified in Exhibit "A," "Scope of Services," attached hereto and incorporated by reference.

(b) Services and work provided by the CONSULTANT at CITY's request under this AGREEMENT shall be performed in a timely manner and shall be consistent with all requirements and standards established by applicable Federal, State, and local laws, ordinances, regulations, and resolutions.

(c) CONSULTANT must be expressly authorized to perform any of the required services under this AGREEMENT by the Public Works Director of the CITY or a designated representative, who shall administer this AGREEMENT. CONSULTANT shall report progress of work on a monthly basis, or as determined by the Public Works Director or a designated representative.

3. Consideration.

(a) Subject only to duly executed change orders, it is expressly understood and agreed that in no event will the total compensation to be paid CONSULTANT under this Agreement exceed the sum of sixty-nine thousand eight hundred sixty dollars (\$69,860.00).

(b) The Consultant shall complete and submit an invoice showing date of work, description of work performed, amount of invoice and supporting documentation. The City shall pay the Consultant within thirty (30) days of invoice being submitted. The invoice shall be made in writing and delivered to the CITY as follows:

Mr. Dennis Speer
Public Works Director
City of Ridgecrest
100 West California Avenue
Ridgecrest, CA 93555

4. Term.

This Agreement shall commence upon CITY's written authorization to proceed and shall continue until completion of the services described above and within Exhibit "A." Either party may terminate this agreement on thirty (30) days' written notice. If this contract is terminated by City without cause, City shall pay Consultant for work performed prior to the date the notice of termination is received by contractor. If the contract is terminated by Consultant without cause, Consultant shall reimburse City for additional costs to be incurred by City in obtaining the work from another consultant.

5. Ownership of Data, Reports, and Documents.

The Consultant shall deliver to the City on demand or completion of the project, notes of surveys made, reports of tests made, studies, reports, plans, and other materials and documents which shall be the property of the City. If the City uses any of the data, reports, and documents furnished or prepared by the Consultant for projects other than the project shown on Exhibit "A," the Consultant shall be released from responsibility to third parties concerning the use of the data, reports, and documents. The Consultant may retain copies of the materials. The City may use or reuse the materials prepared by Consultant without additional compensation to Consultant.

6. Subcontracts.

The Consultant shall not subcontract or assign responsibility for performance of any portion of this Agreement without the prior written consent of the City. Except as otherwise specifically approved by the City, the Consultant shall include appropriate provisions of this Agreement in subcontracts so rights conferred to the City by this Agreement shall not be affected or diminished by subcontract. There shall be no contractual relationship intended, implied or created between the City and any subcontractor with respect to services under this Agreement.

7. Independent Contractor.

The Consultant is an independent contractor, and not an employee of the City.

8. Indemnification.

Consultant shall defend, indemnify, and hold harmless the City, its officers, employees and agents, from and against loss, injury, liability, or damages arising from any act or omission to act, including any negligent act or omission to act by Consultant or Consultant's officers, employees, or agents. Consultant's duty to indemnify and defend does not extend to the damages or liability caused by the agency's sole negligence, active negligence, or willful misconduct.

9. Insurance.

(a) The Consultant shall procure and maintain, for the duration of this Agreement, insurance against claims for injuries to persons or damages to property arising from or in connection with the performance of the work hereunder by the Consultant, officers, agents, employees, or volunteers.

(b) The Consultant shall provide the following coverages:

(1) Commercial general liability insurance written on an occurrence basis in the amount of \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The insurance policy shall be amended to provide the general aggregate limit shall apply separately to the work under this Agreement or the general aggregate shall be twice the required per occurrence limit.

(2) Business automobile liability insurance insuring all owned, non-owned and hired automobiles, in the amount of \$1,000,000 combined single limit per accident for bodily injury and property damage.

(3) Workers' Compensation insurance as required by the Labor Code of the State of California with the statutory limits required by the Labor Code and Employers Liability for \$1,000,000 per accident for bodily injury or disease. The Consultant and subcontractors shall cover or insure their employees working on or about the site, regardless of whether such coverage or insurance is mandatory or merely elective under the law.

(4) Professional liability insurance covering loss resulting from errors or omissions of Consultant with a liability limit of at least \$1,000,000 per occurrence.

(c) The insurance policies required above shall contain or be endorsed to contain the following specific provisions:

(1) Commercial general liability and automobile liability:

(i) The City and its Board Members, officers, employees, agents and volunteers are added as insured;

(ii) The Consultant's insurance shall be primary insurance as respects the City, its Board Members, officers, employees, agents and volunteers and any insurance or self-insurance maintained by the City shall be in excess of the Consultant's insurance and shall not contribute to it.

(iii) Any failure to comply with the claim reporting provisions of the policies or any breach of a policy warranty shall not affect coverage under the policy provided to the City, its Board Members, officers, employees, agents and volunteers.

(iv) The policies shall contain a waiver of transfer rights of recovery ("waiver of subrogation") against the City, its Board Members, officers, employees, agents and volunteers for any claims arising out of the work of the Consultant.

(v) The policies may provide coverage which contains deductible or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the City under such policies. The Consultant shall be solely responsible for deductible and/or self-insured retention and the City, at its option, may require the Consultant to secure the payment of such

deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-insured retentions in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of the City.

(vi) Prior to start of work under this Agreement, the Consultant shall file with the City evidence of insurance as required above from an insurer or insurers certifying to the required coverage. The coverage shall be evidenced on an ACCORD Certificate of Insurance form (latest version) and be signed by an authorized representative of the insurer(s). A copy of form ISO 2009 required above shall be attached to the Certificate of Insurance at the time it is filed with the City. Should the required coverage be furnished under more than one policy of insurance, the Consultant may submit as many certificates of insurance as needed to provide the required amounts. In the event the Certificate furnished by the Consultant does not adequately verify the required coverage, the City has the right to require the Consultant to provide copies of the specific endorsements or policy provisions actually providing the required coverage. The City reserves the right to require certified complete copies of any insurance coverage required by this Agreement, but the receipt of such policy or policies shall not confer responsibility upon the City as to sufficiency of coverage.

(2) All Coverages: Each policy required in this section shall contain a policy cancellation clause that provides the policy shall not be canceled or otherwise terminated by the insurer or the Consultant or reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City, Attention: Office Manager.

(d) All insurance required by this Agreement shall be placed with insurers licensed by the State of California to transact insurance business of the types required herein. Each insurer shall have a current Best Insurance Guide rating of not less than A: VII unless prior approval is secured from the City as to the use of such insurer.

(e) The Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein. The Consultant shall maintain evidence of compliance with the insurance requirements by the subcontractors at the job site and make them available for review by the City.

10. Miscellaneous.

(a) Copies of documents such as tracings, plans, specifications, and maps prepared or obtained under the terms of this agreement shall be delivered to and become the property of the City. These documents are instruments of service for this project only and are not intended or authorized for other use by City or third parties.

Basic survey notes, sketches, charts, and computations shall be made available upon request to the owner without restrictions or limitations to their use. If the above-mentioned documents are reused by the City, revisions will be indicated and the Consultant will be released and held harmless of liabilities by City.

(b) For a period of three years following receipt of final payment, Consultant

will retain and make readily available to representatives of the Economic Development Administration and the comptroller General of the United States monthly progress reports, invoices, and sponsor payments for the purposes of determining the grant funds available to the City were used to defray grant costs.

(c) Consultant shall not be responsible for the acts of omissions of any Contractor, any sub-contractor, or any of the Contractor's or sub-contractor's agents or employees or any other persons (except his own employees and agents) at the project site or otherwise performing any of the work of the project, except insofar as such acts or omissions were or should have been observed and reported by an experienced and qualified design professional or by the full-time Resident Project Representation. The Contractor is solely responsible for constructions, means, methods, materials, techniques, sequences, and safety at the site.

(d) Neither party hereto shall assign, sublet or transfer interests hereunder without first obtaining written consent from the other party.

(e) The waiver by either party of any breach of this agreement shall not bar the other party from enforcing any subsequent breach thereof.

(f) Notices shall be deemed received when deposited in the U. S. Mail with postage prepaid and registered or certified addressed as follows unless advising in writing to the contrary:

Dennis Speer
Public Works Director
City of Ridgecrest
100 W. California Avenue
Ridgecrest, CA 93555-4054

Steven A. Canada
HLA Group
1050 Twentieth Street.
Suite 200
Sacramento, CA 95811

(g) If an action at law or in equity is brought to enforce this agreement, the prevailing party shall be entitled to reasonable attorney fees and costs.

11. Integration.

This Agreement represents the entire understanding of City and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing, signed by both parties.

12. Governing Law.

This Agreement shall be interpreted and construed under, and the rights of the parties will be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed the date first above written.

APPROVED:
City of Ridgecrest

APPROVED:
Contractor

By: _____
Kurt Wilson, City Manager

By: _____
Steven A Canada, ASLA

APPROVED AS TO FORM
City Attorney

Attorney

EXHIBIT A

SCOPE OF WORK

Scope of Services

Pearson & Upjohn Park Playground Improvements

March 23, 2011

The following is the proposed Scope of Services for the Pearson and Upjohn Park Playground Improvements project. It represents our approach for providing the requested services for improvements to the project based on the Request for Proposal for Park and Recreation Design Improvements, dated February 2011 and our meeting with the City of Ridgecrest on March 17, 2011.

This work plan includes design services for preliminary design/design development, construction documents, bidding and construction management services for the replacement of playground equipment at the above referenced park sites. Budget allocated and identified by the City for this work is \$340,000.

Scope of Services

Task 1.0 - Project Initiation and Coordination / Research & Data Collection

- 1.1 Immediately upon contract authorization, The HLA Group shall meet with City representatives to discuss and develop the following:
 - A. Develop project goals and expectations. Review and finalize work plan and project schedule.
 - B. Develop project management procedures and identify the City's Project Manager assigned to the project.
 - C. Discuss project construction funding and budget parameters.
 - D. Discuss the project background history and development status of the site and existing play equipment.
- 1.2 Review City of Ridgecrest Public Works Improvement Standards and incorporate into the project.
- 1.3 Obtain and review any available environmental documentation related to the site and incorporate any mitigation measures into the project. Environmental compliance measures for this project do not appear to be necessary given the initial scope of the project is to replace an existing park use.
- 1.4 Obtain and review all existing as-built drawings related to the site.
- 1.5 Review any available existing site topographic survey provided by the City. It is anticipated that an updated site survey will more than likely be necessary in order to provide a complete and accurate set of construction plans. This task is included later in this work plan.
- 1.6 Visit the park sites to evaluate the existing playground equipment, general space requirements and ADA access compliance for the playground area and equipment.

- 1.7 The HLA Group and the City shall continue to hold scheduled coordination meetings to facilitate exchange of data and concepts relevant to the project, review work products, receive input and feedback, and to insure that the project schedule is met (two (2) coordination meetings total).

Work Products:

1. Project meeting agenda and minutes of meetings with City staff.
2. Project schedule (Microsoft Projects format)

Task 2.0 – Site Topographic Survey & Base Mapping

Immediately after contract award and the project kick-off meeting, Helt Engineering will schedule and provide a site topographic surveying and base map of the existing playground areas of the park sites. Survey will document existing site features and areas slated for new improvements.

2.1 Topographic Survey

- A. Retrieve any existing improvement plans, CAD files, and relative information obtained from the City.
- B. Perform topographic field survey and develop topographic base map of the playground areas. At a minimum, topographic base map will be produced as an AutoCad digital file and shall show:
 - Existing on-site improvements, poles, overhead line direction, signs, streetlights, trees, and vegetation, etc. within limits of survey.
 - Existing profiles, cross sections, underground facilities, utilities; electrical, gas, communication, sewer, storm drain and water systems, etc. Verify dry utility locations and incorporate information provided by utility companies.
 - Survey surface evident facilities within the playground project limits, site surface characteristics, survey monuments, existing curb, gutter and sidewalk and limits of edge of pavement of the site. (Refer to attached Exhibit 'A' & 'B' for limits of survey)

Work Products:

1. Topographic Site Survey – 1 full size reproducible copy and digital AutoCad file.

Task 3.0 – Geotechnical & Soils Engineering Documentation

No geotechnical engineering design services are anticipated for the renovation of playground equipment. If found to be necessary, upon further discussions with the City, we will provide this as an additional service.

Task 4.0 – Environmental Compliance & Documentation

The replacement of playground equipment is exempt from CEQA per Guidelines Section 15301 regarding existing facilities, therefore no environmental compliance and documentation services are anticipated for the project.

Task 5.0 – Preliminary/Design Development Phase

Upon our visit to the park site and after evaluation of the existing playground equipment, a Preliminary/Design Development Plan will be prepared for each site showing the design and layout of proposed play equipment within the existing play area curbing. Two (2) play equipment options for each of the sites will be prepared and illustrate general use area requirements for the play equipment. This level of design shall be prepared as the 30% project submittal.

- 5.1 Prepare preliminary/design development plans that illustrate the character, size and locations of the proposed playground equipment, including manufacturer's prepared perspective renderings of proposed play equipment. Prepare and submit preliminary playground designs for review and comment. Anticipated plans for this submittal include:
 - Cover Sheet
 - Playground Layout Plan showing proposed play equipment and associated use safety zones, including 3D renderings of the play equipment.
- 5.2 Prepare a preliminary/design development submittal booklet for the playground improvements that includes materials and/or product manufacturers catalog cut sheets and perspective rendering prepared by the playground manufacturer. The intent of this package is to establish the "design theme" that will be incorporated into the play equipment. Two (2) play equipment options and designs will be included for each of the sites, all being designed to fit within the limits of the area as indicated on attached Exhibit 'A' & 'B'.
- 5.3 Prepare a statement of probable construction costs for each design option based on the preliminary/design development submittal.
- 5.4 Attend one (1) meeting to submit and review the contents of the preliminary/design development play equipment plans and statement of probable construction costs for the improvements to City staff for their review and comments. We suggest scheduling this review as a joint meeting to include the Infrastructure and Parks Committee to solicit comments from all parties.
- 5.5 Upon review and comment from the City and Committee's, we will attend and present playground design options to the City Council for review and comment.

Work Products:

1. Preliminary/Design Development plans and submittal package - Five (5) sets of plans.
2. Statement of probable construction costs based on the Preliminary/Design Development submittal package.
3. Meeting agenda & minutes.

Task 6.0 - Construction Documents

We will prepare construction documents for the proposed playground improvements based on the approved preliminary/design development plans and submittal package. These documents shall set the requirements for construction and installation of the

proposed play equipment improvements. The construction documents shall be prepared to facilitate the approval process, project bidding and construction schedules.

- 6.1 Upon City approval and selection of proposed play equipment design option, we will prepare 90% Construction Documents. Prepare complete construction plans for the improvements in accordance with City standards. The following items are anticipated to be developed in conjunction with this work.
 - A. Project Cover Sheet with sheet index and approved signature block.
 - B. Existing Conditions & Demolition Sheet documenting existing site features and those features slated for demolition in conjunction with new construction.
 - C. Layout Plans for the proposed work.
 - D. Grading/Utility Plans that include proposed site contours, spot elevations, curb/walk elevations, grading and drainage flow direction.
 - E. SWPPP Plan and Details: No SWPPP documents are anticipated with this project.
 - F. Architectural Plans: No building related architectural plans are anticipated for this project.
 - G. Electrical Plans: No electrical plans are anticipated for this project.
 - H. Irrigation Plan: Minor irrigation renovation along edges of existing play areas may be required.
 - I. Planting Plan: Minor planting related work may be required along existing play area edges.
 - J. Construction details for the proposed playground improvements including structural engineering for fabric shade structure(s) and footings over the proposed play equipment.
 - K. Prepare technical specifications for the work using City approved format, including bid documents with quantities for a unit price construction contract. Project manual front-end documents shall be provided by the City. The specifications shall include reference to City Standard Specifications.
 - L. Prepare statement of probable construction costs based on the 60% construction documents with bid items and unit prices.
 - M. Quality Control and Review: We will provide a thorough in house quality control review of the entire construction document package prior to each submittal to the City to ensure completeness and accuracy. Procedures to include compliance by team members and sub consultants, review by qualified professionals not directly involved in the project, format and checking procedures for calculations correspondence and communications and review for compliance with applicable client standards and requirements.
 - N. Coordinate submittals and incorporate all comments received from necessary departments for their approval, use and coordination for the project.
 - O. Submit 90% construction document package including plans, specifications and probable construction costs for review by the City.

- 6.2 Participate in a conference call meeting with the City upon their review completion to review plan check comments.
- 6.3 Prepare 100% Construction Documents. Update documents based on City review comments and submit final construction documents for review by the City. Update the technical specifications and statement of probable construction costs based on the plans. Provide in house quality control review of the construction document package to ensure completeness and accuracy.
- 6.4 Participate in a conference call meeting with the City to review final (100% submittal) plan check comments and to finalize the bid set documents.
- 6.5 Submit final bid set construction documents for City approval and associated utility agencies approvals, including processing and obtaining County Building Permits. Update the technical specifications and statement of probable construction costs based on the final plans. Provide final in house quality control review of the construction document package to ensure completeness and accuracy.

At this stage of completion and prior to project bid, we would advocate the possible direct purchase by the City of the proposed playground equipment from the preferred manufacturer. If funding allows, this process will reduce actual construction completion time by eliminating the lead order time required by the contractor in securing proposed equipment. A direct purchase agreement by the City will allow order time to be expedited and provide a cost savings to the City.

Work Products:

1. Five (5) hardcopy sets of plans, specifications and statement of probable construction costs at each of the 90% and 100% submittals.
2. Meeting agenda & minutes.
3. One (1) complete hardcopy original signed reproducible set and one (1) digital copy of final bid set construction plans, specifications and cost estimate for the project.
4. Digital copies on CD-R of the bid set drawings, specifications and cost estimate in AutoCad, Microsoft Word and Excel formats.

Task 7.0 - Bidding Services

7.1 Bidding Services

- A. The City shall advertise for bids, print, package and distribute contract documents.
- B. Attend pre-bid conference and provide any other required bidding consultation to the City.
- C. Answer contractor's questions during bidding, and prepare clarifications and addenda as required.
- D. Assist staff in appraising bid proposals.
- E. The City will prepare the contractor's contract and acquire appropriate signatures.
- F. Prepare construction issue drawings for the project after project bid.

Work Products:

1. Pre-bid conference meeting agenda and minutes.
2. Clarifications and addenda as required.

Task 8.0 - Construction Management Services

The following outlines basic services typically provided on a project of this scope and as requested on the City's Request for proposal, dated February 2011. The following scope and services are indicated and presented as a guideline and starting point. Actual services provided will be reviewed and negotiated with the City upon completion of project documentation. Key members of our consultant design team are regionally based so if the need arises to have immediate attention and resolution, we are readily available.

The construction management services for purposes of this proposal are based on a sixty (60) calendar day construction period. This timeframe assumes the City would entertain the direct purchase of proposed play equipment as outlined earlier in this scope of services. By doing this, the selected contractor would be responsible for only the installation of the pre-purchased play equipment, thus reducing the lead time required for purchase and delivery. Additionally, due to the size and value of the two projects, it is envisioned to have the construction run simultaneously to further expedite costs.

Helt Engineering, Inc will lead and administer the full time and on-site operations related to the construction of the project. Working together with The HLA Group, they will oversee the smooth and efficient construction and observation phase of the project. As part of their overall administering and oversight of the construction, it is proposed to have the City provide existing office space during normal City business hours for use of the construction manager to utilize for project meetings, etc. This request is proposed to assist in reducing overall project overhead costs.

The following describes the basic phases during construction management and oversight of a public works project of this caliber.

- Pre-Construction
- Construction
- Project Closeout Services

8.1 Pre-Construction Phase

Upon completion and bidding of the project, our construction management personnel will begin to interface with the City and refine the overall construction management work plan. We will ensure the City's standards, processes and expectations are fully understood, met and incorporated into the work plan. We will ensure our intra-communications systems are optimized with the City's systems and develop all information required to support the needs and execute the contract.

We are prepared to work as an integrated team with the selected contractor to provide a quality product. Beginning with a detailed construction schedule, which complies with the project specifications, the schedule will identify critical paths and have adequate detail to reflect all the construction activities required to facilitate construction. A kick-off meeting with the City's Project Manager will identify the project goals and objectives and discuss special concerns of the City. We will

discuss the lines of communication, project controls, frequency of reports, agency contacts, and the transfer of information.

A pre-construction meeting will be scheduled following approval of the construction schedule. We will chair the meeting, with the support of the City's project manager, highlighting the lines of communication, anticipated start of construction, contract requirements and submittal requirements. At this meeting, the Contractor will issue any expected and necessary daily report forms, emergency contact list, sample notice to residents, materials submittal, and designation of project superintendent. Notes generated from the meeting will be distributed to the attendees.

8.2 Construction Phase

During the construction period, we will, along with the City's Inspector, be on-site interacting with the public and observing the construction. We will keep in contact with the City's Project Manager and will chair weekly site meetings. We will generate weekly reports, including cost management spread sheet, permit activity, complaint resolution log, change order log, statement of working days, and inspection logs. We will communicate clarifications to the Inspector and coordinate inspections and testing. All required compaction and material testing (i.e. concrete cylinder testing, etc.) shall be provided by an independent testing lab. We will review the Contractor's work progress, identifying corrections when they are discovered, and measuring quantities. We will meet with the City to monitor schedules and budget and administer the contract on behalf of the City of Ridgecrest. We will also coordinate submittals and schedule weekly observation meetings as necessary with the design consultants.

We will maintain copies of daily reports, approved deviations to plans, and construction schedules, including future week's schedules. If a change in condition is encountered, we will provide the City a change order including a memorandum, estimated cost, and a review of how the changes will affect the schedule. The Contractor will only commence with the work when he receives a final change order endorsed by the City. Administer conflict resolution between contractor and the City and provide documentation for resolution. Review quality of the constructed work, as well as reviewing the project file, comparing quantity calculations and notations to as-constructed quantities.

8.3 Project Close-Out Phase

Project closeout will include the generation of a final punch list, at substantial completion, with all parties in attendance. A playground safety certification inspection of installed play equipment will be coordinated to comply with state requirements. Before final sign-off of the project, record drawings, O&M manuals, testing and start-up reports, training, and approved measured final quantities will be collected and delivered to the City.

In addition to the above process highlighting the construction phase of the project, The HLA Group is envisioned to participate in this phase of project completion. Participation and observations of installed work by these key design team members will be coordinated and scheduled as warranted by the construction manager. In general, design consultant members will be requested to participate in the following:

- A. Attend pre-construction conference at the beginning of the project and render any interpretation necessary for the Contractor.
- B. Review and approve, or take appropriate action, upon material and sample submittals, substitution and/or equal submittals and shop drawings.
- C. Visit the project site to become generally familiar with the progress and quality of construction and to determine if the construction is proceeding in accordance with the design intent and conforming to the construction documents. Consultants shall endeavor to secure compliance by the contractor to the construction documents, but will not be responsible for the contractor's errors or omissions or failures to carry out the work in accordance with the contract documents.
- D. Render any interpretation or clarification necessary for the proper execution or progress of the work.
- E. Communications with contractor and site visits shall be documented in written form (field reports, etc.) and transmitted through the construction manager.
- F. Prepare and issue field reports and change orders and transmit to authorized personnel.
- G. Provide site observation walk-through and prepare 'punch list' of items to be corrected and/or completed before project maintenance period can commence.
- H. Provide final acceptance observation and issue Notice of Final Acceptance for City authorization.
- I. Consultant team members shall review and prepare the project as-built record drawings prepared by the contractor and submit to the City. Drawings shall be produced in an AutoCad Civil 3D compatible version.

Exclusions to Scope of Services

- A. The City shall provide the following information or services as required for performance of the work. The HLA Group and its consultants assume no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should The HLA Group and its consultants be required to provide services in obtaining or coordinating compilation of this information, such services shall be requested as Additional Services.
 - 1. As-built improvement plans for off-site roadway improvements.
 - 2. As-built plans of existing park site improvements.
 - 3. Discovery or removal procedures for hazardous waste, wells, underground tanks and archaeological artifacts.
 - 4. Permit, plan checking, inspection and other agencies fees, including utility services/connection and application fees.
 - 5. Boundary survey, corner monumentation and "record of survey".
 - 6. Storm Water Pollution Prevention Plan documentation.
 - 7. Environmental documentation and report.

Attachments:

- Exhibit 'A' – Proposed Work and Survey Limits for Pearson Park
- Exhibit 'B' – Proposed Work and Survey Limits for Upjohn Park

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

A Resolution to Approve a Professional Services Agreement with, The HLA Group for the preparation and provision of Engineers / Architect's Design Report (Master Plan) environmental studies, surveying, geotechnical investigation, engineering for the parks, preparation of plans, specifications, bidding documents and construction management services for the sports field lighting for the Kerr-McGee and Leroy Jackson Sports Complexes and to authorize the City Manager to execute this agreement.

PRESENTED BY:

Loren Culp, City Engineer

SUMMARY:

The City of Ridgecrest is proposing to Master Plan facilities for the Kerr-McGee and Leroy Jackson Sports Complexes. Additionally, the City is proposing the construction of new sports lighting on the Kerr-McGee football field and rehabilitate sports lighting on the Leroy Jackson sports fields. The current estimated capital improvement costs for improvements are \$3,000,000 for Kerr-McGee and \$1,300,000 for Leroy Jackson. This professional services agreement is for the preparation and provision of Engineers / Architect's Design Report, (Master Plan), environmental studies, surveying, geotechnical investigation, civil and electrical engineering for the parks. The agreement is also the preparation of plans, specifications, bidding documents and construction management services for the sports field lighting for the Kerr-McGee and Leroy Jackson Sports Complexes. The work provided under this agreement will enable the city to budget and phase specific design and construction of the Master Planned park facilities for each park and allow design, bidding and construction of the proposed lighting improvements to Kerr-McGee and Leroy Jackson sports fields.

The City solicited proposals from qualified consulting firms to perform the subject professional services. A selection committee reviewed the qualifications, interviewed the top firms, and ranked them. The HLA Group was the top ranked firm. The proposed time and materials fee to complete the scope of work is \$335,896.

Staff recommends that the City enter into a professional services agreement with The HLA Group for the preparation and provision of Engineers / Architect's Design Report, (Master Plan), environmental studies, surveying, geotechnical investigation, civil and electrical engineering for the parks, preparation of plans, specifications, bidding documents and construction management services for the sports field lighting for the Kerr-McGee and Leroy Jackson Sports Complexes.

FISCAL IMPACT: \$335,905. The fee for this service is allocated from the Tax Allocation Bond funds.

ACTION REQUESTED:

Adopt the resolution that Approves a Professional Services Agreement with The HLA Group and Authorize the City Manager to execute this agreement.

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Loren Culp, City Engineer
(Rev. 6/12/09)

Action Date: April 6, 2011

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RESOLUTION NO. 11-

A RESOLUTION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH, THE HLA GROUP FOR THE PREPARATION AND PROVISION OF ENGINEERS / ARCHITECT'S DESIGN REPORT (MASTER PLAN) ENVIRONMENTAL STUDIES, SURVEYING, GEOTECHNICAL INVESTIGATION, FOR THE KERR-MCGEE AND LEROY JACKSON SPORTS COMPLEXES, PREPARATION OF PLANS, SPECIFICATIONS, BIDDING DOCUMENTS, CONSTRUCTION MANAGEMENT SERVICES FOR THE SPORTS FIELD LIGHTING FOR THE KERR-MCGEE AND LEROY JACKSON SPORTS COMPLEXES AND TO AUTHORIZE THE CITY MANAGER TO EXECUTE THIS AGREEMENT.

WHEREAS, The City of Ridgecrest is proposing to Master Plan facilities for the Kerr-McGee and Leroy Jackson Sports Complexes and the construction of new sports lighting on the Kerr-McGee football field and rehabilitate sports lighting on the Leroy Jackson sports fields; and

WHEREAS, the City of Ridgecrest desires to Master Plan facilities for both parks and to design and construct the new lighting facilities for the Kerr-McGee football field and rehabilitate the lighting of the sports fields for the Leroy Jackson sports complex; and

WHEREAS, the City of Ridgecrest authorized the issuance of a request for qualifications for professional parks architectural services; and

WHEREAS, qualifications were received and officially opened for examination and review; and

WHEREAS, the selection committee reviewed and analyzed the qualifications; and

WHEREAS, the selection committee interviewed and ranked the top firms; and

WHEREAS, staff recommends The HLA Group, as the consultant best qualified to provide this service; and

WHEREAS, the proposed time and materials fee of \$335,905 is within the amount allocated for these parks projects and being expended from Tax Allocation Bond funds.

NOW, THEREFORE, BE IT RESOLVED that the City of Ridgecrest hereby approves the Professional Services Agreement with The HLA Group for the preparation and provision of the engineers / architect's design report (Master Plan), environmental studies, surveying, geotechnical investigation, civil and electrical engineering for the parks, preparation of plans, specifications, bidding documents and construction management services for the sports field lighting for the Kerr-McGee and Leroy Jackson sports complexes and authorizes the City Manager to execute this agreement.

APPROVED AND ADOPTED THIS 6th DAY OF April, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ron Carter, Mayor

ATTEST:

Rachel Ford, CMC
City Clerk

CONSULTANT AGREEMENT

As of _____, 20____, the **City of Ridgecrest**, hereinafter "City," and **The HLA Group** hereinafter "Consultant," agree as follows:

1. Purpose.

WHEREAS, CITY desires assistance for the preparation and provision of environmental studies, geotechnical investigation, and Architect's/Engineers Preliminary Design Report for the for the Kerr-McGee and Leroy Jackson Sports Complexes, Preparation of plans, specifications, bidding documents, construction management services for the sports field lighting for the Kerr-McGee and Leroy Jackson sports complexes, wherein the CITY will retain and employ the services of CONSULTANT to provide those services; and

WHEREAS, CONSULTANT is uniquely trained, experienced, competent, and qualified to perform such professional services required by this AGREEMENT.

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms, and conditions hereinafter contained, the parties hereto agree as follows:

2. Services.

(a) The work to be performed by CONSULTANT is specified in Exhibit "A," "Scope of Services," attached hereto and incorporated by reference.

(b) Services and work provided by the CONSULTANT at CITY's request under this AGREEMENT shall be performed in a timely manner and shall be consistent with all requirements and standards established by applicable Federal, State, and local laws, ordinances, regulations, and resolutions.

(c) CONSULTANT must be expressly authorized to perform any of the required services under this AGREEMENT by the Public Works Director of the CITY or a designated representative, who shall administer this AGREEMENT. CONSULTANT shall report progress of work on a monthly basis, or as determined by the Public Works Director or a designated representative.

3. Consideration.

(a) Subject only to duly executed change orders, it is expressly understood and agreed that in no event will the total compensation to be paid CONSULTANT under this Agreement exceed the sum of three hundred thirty five thousand nine hundred and five dollars (\$335,905.00).

(b) The Consultant shall complete and submit an invoice showing date of work, description of work performed, amount of invoice and supporting documentation. The City shall pay the Consultant within thirty (30) days of invoice being submitted. The invoice shall be made in writing and delivered to the CITY as follows:

Mr. Dennis Speer
Public Works Director
City of Ridgecrest
100 West California Avenue
Ridgecrest, CA 93555

4. Term.

This Agreement shall commence upon CITY's written authorization to proceed and shall continue until completion of the services described above and within Exhibit "A." Either party may terminate this agreement on thirty (30) days' written notice. If this contract is terminated by City without cause, City shall pay Consultant for work performed prior to the date the notice of termination is received by contractor. If the contract is terminated by Consultant without cause, Consultant shall reimburse City for additional costs to be incurred by City in obtaining the work from another consultant.

5. Ownership of Data, Reports, and Documents.

The Consultant shall deliver to the City on demand or completion of the project, notes of surveys made, reports of tests made, studies, reports, plans, and other materials and documents which shall be the property of the City. If the City uses any of the data, reports, and documents furnished or prepared by the Consultant for projects other than the project shown on Exhibit "A," the Consultant shall be released from responsibility to third parties concerning the use of the data, reports, and documents. The Consultant may retain copies of the materials. The City may use or reuse the materials prepared by Consultant without additional compensation to Consultant.

6. Subcontracts.

The Consultant shall not subcontract or assign responsibility for performance of any portion of this Agreement without the prior written consent of the City. Except as otherwise specifically approved by the City, the Consultant shall include appropriate provisions of this Agreement in subcontracts so rights conferred to the City by this Agreement shall not be affected or diminished by subcontract. There shall be no contractual relationship intended, implied or created between the City and any subcontractor with respect to services under this Agreement.

7. Independent Contractor.

The Consultant is an independent contractor, and not an employee of the City.

8. Indemnification.

Consultant shall defend, indemnify, and hold harmless the City, its officers, employees and agents, from and against loss, injury, liability, or damages arising from any act or omission to act, including any negligent act or omission to act by Consultant or Consultant's officers, employees, or agents. Consultant's duty to indemnify and defend does not extend to the damages or liability caused by the agency's sole

negligence, active negligence, or willful misconduct.

9. Insurance.

(a) The Consultant shall procure and maintain, for the duration of this Agreement, insurance against claims for injuries to persons or damages to property arising from or in connection with the performance of the work hereunder by the Consultant, officers, agents, employees, or volunteers.

(b) The Consultant shall provide the following coverages:

(1) Commercial general liability insurance written on an occurrence basis in the amount of \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The insurance policy shall be amended to provide the general aggregate limit shall apply separately to the work under this Agreement or the general aggregate shall be twice the required per occurrence limit.

(2) Workers' Compensation insurance as required by the Labor Code of the State of California with the statutory limits required by the Labor Code and Employers Liability for \$1,000,000 per accident for bodily injury or disease. The Consultant and subcontractors shall cover or insure their employees working on or about the site, regardless of whether such coverage or insurance is mandatory or merely elective under the law.

(3) Professional liability insurance covering loss resulting from errors or omissions of Consultant with a liability limit of at least \$1,000,000 per occurrence.

(c) The insurance policies required above shall contain or be endorsed to contain the following specific provisions:

(1) Commercial general liability and automobile liability:

(i) The City and its Board Members, officers, employees, agents and volunteers are added as insured;

(ii) The Consultant's insurance shall be primary insurance as respects the City, its Board Members, officers, employees, agents and volunteers and any insurance or self-insurance maintained by the City shall be in excess of the Consultant's insurance and shall not contribute to it.

(iii) Any failure to comply with the claim reporting provisions of the policies or any breach of a policy warranty shall not affect coverage under the policy provided to the City, its Board Members, officers, employees, agents and volunteers.

(iv) The policies shall contain a waiver of transfer rights of recovery ("waiver of subrogation") against the City, its Board Members, officers, employees, agents and volunteers for any claims arising out of the work of the Consultant.

(v) The policies may provide coverage which contains deductible or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the City under such policies. The Consultant shall be solely responsible for deductible and/or self-insured retention and the City, at its option, may require the Consultant to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-

insured retentions in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of the City.

(vi) Prior to start of work under this Agreement, the Consultant shall file with the City evidence of insurance as required above from an insurer or insurers certifying to the required coverage. The coverage shall be evidenced on an ACCORD Certificate of Insurance form (latest version) and be signed by an authorized representative of the insurer(s). A copy of form ISO 2009 required above shall be attached to the Certificate of Insurance at the time it is filed with the City. Should the required coverage be furnished under more than one policy of insurance, the Consultant may submit as many certificates of insurance as needed to provide the required amounts. In the event the Certificate furnished by the Consultant does not adequately verify the required coverage, the City has the right to require the Consultant to provide copies of the specific endorsements or policy provisions actually providing the required coverage. The City reserves the right to require certified complete copies of any insurance coverage required by this Agreement, but the receipt of such policy or policies shall not confer responsibility upon the City as to sufficiency of coverage.

(2) All Coverages: Each policy required in this section shall contain a policy cancellation clause that provides the policy shall not be canceled or otherwise terminated by the insurer or the Consultant or reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City, Attention: Office Manager.

(d) All insurance required by this Agreement shall be placed with insurers licensed by the State of California to transact insurance business of the types required herein. Each insurer shall have a current Best Insurance Guide rating of not less than A: VII unless prior approval is secured from the City as to the use of such insurer.

(e) The Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein. The Consultant shall maintain evidence of compliance with the insurance requirements by the subcontractors at the job site and make them available for review by the City.

10. Miscellaneous.

(a) Copies of documents such as tracings, plans, specifications, and maps prepared or obtained under the terms of this agreement shall be delivered to and become the property of the City. These documents are instruments of service for this project only and are not intended or authorized for other use by City or third parties.

Basic survey notes, sketches, charts, and computations shall be made available upon request to the owner without restrictions or limitations to their use. If the above-mentioned documents are reused by the City, revisions will be indicated and the Consultant will be released and held harmless of liabilities by City.

(b) For a period of three years following receipt of final payment, Consultant will retain and make readily available to representatives of the Economic Development Administration and the comptroller General of the United States monthly progress

reports, invoices, and sponsor payments for the purposes of determining the grant funds available to the City were used to defray grant costs.

(c) Consultant shall not be responsible for the acts of omissions of any Contractor, any sub-contractor, or any of the Contractor's or sub-contractor's agents or employees or any other persons (except his own employees and agents) at the project site or otherwise performing any of the work of the project, except insofar as such acts or omissions were or should have been observed and reported by an experienced and qualified design professional or by the full-time Resident Project Representation. The Contractor is solely responsible for constructions, means, methods, materials, techniques, sequences, and safety at the site.

(d) Neither party hereto shall assign, sublet or transfer interests hereunder without first obtaining written consent from the other party.

(e) The waiver by either party of any breach of this agreement shall not bar the other party from enforcing any subsequent breach thereof.

(f) Notices shall be deemed received when deposited in the U. S. Mail with postage prepaid and registered or certified addressed as follows unless advising in writing to the contrary:

Dennis Speer
Public Works Director
City of Ridgecrest
100 W. California Avenue
Ridgecrest, CA 93555-4054

Steven A. Canada
HLA
1050 Twentieth Street
Suite 200
Sacramento, CA 95811

(g) If an action at law or in equity is brought to enforce this agreement, the prevailing party shall be entitled to reasonable attorney fees and costs.

11. Integration.

This Agreement represents the entire understanding of City and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing, signed by both parties.

12. Governing Law.

This Agreement shall be interpreted and construed under, and the rights of the parties will be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed the date first above written.

APPROVED:
City of Ridgecrest

By: _____
Kurt Wilson, City Manager

APPROVED:
Contractor

By: _____
Steven A. Canada, ASLA

APPROVED AS TO FORM
City Attorney

Attorney

EXHIBIT A

SCOPE OF WORK

Scope of Services

Kerr-McGee Youth Sports Complex & Leroy Jackson Sports Complex Preliminary Architect's/Engineer's Report & Sports Lighting Project March 23, 2011

The following is the proposed Scope of Services for the Architect's/Engineer's Preliminary Design Report and the construction of the sports field lighting for the above referenced project sites. It represents our approach for providing the requested services for improvements to the project based on the City's Revised Draft Plans, dated August 2010.

Part I of the scope of services is to script out a comprehensive work plan up through the development of the Architect's/Engineer's Preliminary Design Report for the Kerr McGee and Leroy Jackson Park projects. Development features for Part I of the projects are anticipated to include the following:

Kerr McGee Youth Sports Complex:

- new and/or renovated baseball and football fields
- shade structures
- restroom/concession and storage buildings
- basketball courts
- a playground area
- parking lots, pedestrian pathways
- site security and pathway lighting
- associated landscape areas with irrigation

Leroy Jackson Sports Complex:

- new and renovated softball and soccer fields
- shade structures
- restroom and concession buildings
- lighting of existing tennis courts
- playground area, skate and bike area
- parking lots, pedestrian pathways
- site security and pathway lighting
- associated landscape areas with irrigation

Work included in Part I will evaluate, confirm and possibly change specific program elements, which will provide the City with a clearer roadmap for future site development. Further, the completion of the Architect's/Engineer's Preliminary Design Report will allow the City to better budget and schedule for planned improvements. Upon approval of this report, further analysis and scripting of consultant scope of services and fees can be negotiated and agreed upon with the City.

Part II of this work plan is for the preparation of construction documents, bidding and construction management services for the installation of sports field lighting at the existing football field at Kerr McGee Park and at the existing softball fields and tennis courts at Leroy Jackson Park.

Scope of Services

The following is the proposed Scope of Services for Part I and Part II as described above. It represents our approach for providing the requested services for improvements to the project based on the City's Revised 1st Draft Plan, dated August 2010.

Task 1.0 - Project Initiation and Coordination / Research & Data Collection

- 1.1 Immediately upon contract authorization, The HLA Group and consultant team will meet with City representatives at a project kick-off meeting to discuss and develop the following:
 - A. Develop project goals and expectations. Review and finalize work plan and project schedule.
 - B. Develop project management procedures and identify the City's Project Manager assigned to the project.
 - C. Discuss project construction funding and budget parameters.
 - D. Discuss the project background history and development status of the site and adjacent parcels.
 - E. Establish a Project Development Team consisting of City staff from the various departments of the City associated with the project. The role of the Project Development Team is to provide information and review to the consultant team throughout the duration of the project.
- 1.2 Obtain and review all existing as-built drawings related to the site.
- 1.3 Obtain and review any available environmental documentation related to the site to incorporate any mitigation measures into the project. Preparation of further reports and/or amendments may be required and are noted later in this work plan.
- 1.4 Research and make preliminary contacts with applicable utility companies for their requirements for the incorporation of new or continuation of existing utilities to the site.
- 1.5 Review with city personnel existing utility elements located on the site, including but not limited to, water well and booster pumping station and main electrical transformers and pedestals to assist in determining sizing and anticipated capacity of future service.
- 1.6 Review City of Ridgecrest Public Works Improvement Standards and incorporate into the project.
- 1.7 Review existing City park maintenance practices, equipment, manpower and budget allocated to the operations and maintenance for the project.
- 1.8 Review existing City and sport programs, leagues and tournament play in order to determine and assess youth league demand/participation numbers.

- 1.9 Review any available existing site topographic survey provided by the City. It is anticipated that a new site survey will more than likely be necessary in order to provide a complete and accurate set of construction plans. This task is included later in this work plan.
- 1.10 Conduct a site visit with City staff to discuss and inventory existing site conditions and review opportunities and constraints for the site and project area. Discuss how the proposed sports park should relate to existing built elements and the adjacent land uses. Evaluate the existing buildings conditions based upon current uses, building codes and maintenance issues. Based upon the evaluation provide findings and recommendations for each building. Note key existing conditions and obtain digital photos of the site's features for preparation of an Existing Conditions and Site Analysis Plan to be prepared and included in the Architect's/Engineer's Preliminary Design Report.
- 1.11 Prepare an Existing Conditions & Site Analysis Map with opportunities and constraints, based on the available site data, the site survey and our site visit, including site photos and written findings and recommendations.
- 1.12 The HLA Group and City shall continue to hold scheduled coordination meetings to facilitate exchange of data and concepts relevant to the project, review work products, receive input and feedback, and to insure that the project schedule is met (four (4) coordination meetings total).

Work Products:

1. Project meeting agenda and minutes of meetings with City staff and/or Project Development Team.
2. Project schedule (Microsoft Projects format)
3. Existing Conditions and Site Analysis Plan with digital photos of the site.
4. Comprehensive notes of all relevant project information will be included in the Architect's/Engineer's Preliminary Design Report noted later in this scope.

Task 2.0 – Site Topographic Survey & Base Mapping

Immediately after contract award and the project kick-off meeting, Helt Engineering will schedule and provide the site topographic surveying and base mapping for the project.

2.1 Topographic and Boundary Survey

- A. Retrieve any existing improvement plans, CAD files, and relative information obtained from the City. Conduct records search at the County Recorder's office in acquiring maps of recordation near or contiguous to the subject parcel to establish survey control and elevation benchmarks. City shall provide the title report for both sites.
- B. Research Boundary Survey: Research of information from the City and County is included in this proposal. It is assumed for purposes of this proposal that sufficient survey monumentation to retrace the survey, as identified on any existing recorded maps exists. If insufficient record data is not found to establish

boundary and property lines, a request for an amendment to the scope of services will be submitted based on these findings.

- C. Perform topographic field surveys, research and define existing right-of-way and necessary easement areas, and develop topographic base maps to the same scale as the final plans. At a minimum, topographic base maps will be produced as an AutoCad digital file and shall show:
- All existing interfacing roadway right-of-way, monumentation and survey control systems.
 - All existing nearby structures, fences, driveways, poles, overhead line direction, signs, streetlights, trees, and vegetation, etc.
 - All existing profiles, cross sections, underground facilities, utilities; electrical, gas, communication, sewer, storm drain and water systems, etc. Verify dry utility locations and incorporate information provided by utility companies.
 - Property information such as assessor's parcel number and street address shall be shown.
 - Survey surface evident facilities within project limits, site surface characteristics, survey monuments, existing curb, gutter and sidewalk and limits of edge of pavement of the site.

Work Products:

1. Topographic Site Survey – 1 full size reproducible copy and digital AutoCad file.

Task 3.0 – Geotechnical Engineering Documentation

Based on the existing Revised 1st Draft Site Plan provided by the City, geotechnical services for establishing required pavement and foundation designs for the project will be performed.

3.1 Field Exploration

- A. We will explore the subsurface conditions at the site by drilling a series of borings with a truck-mounted drill rig. Eight (8) borings, ranging in depth from 5 to 15 feet below existing grade will be drilled within the project sites.
- B. Soils engineer will maintain a log of the soils encountered and obtain samples for visual examination, classification, and laboratory testing. We will procure drilling permits as required by County requirements. Upon completion, borings will be backfilled in accordance with County permit requirements. This proposal assumes that drill cuttings will be disposed of on-site.

- 3.2 Limited Laboratory Testing will be performed on selected samples to evaluate the geotechnical characteristics of the materials encountered during the field investigation. The laboratory testing will include moisture content, dry unit weight, sieve analysis, Atterberg Limits, expansion index, soil corrosivity, and unconfined compressive strength. In addition, four Resistance values (R-value) test will be performed for the design of asphalt concrete pavements for the parking lot and for the access drive locations. The tests selected and the frequency of testing will be based on the subsurface conditions actually encountered.

3.3 Report Preparation

A. Results of the field explorations, laboratory testing, and engineering analyses will be summarized in a report containing the following:

- A description of the proposed project.
- A description of the surface and subsurface site conditions encountered during the field investigation.
- Recommendations related to the geotechnical aspects of:
 - Site preparation and engineered fill
 - Structural backfill and compaction
 - Foundation design recommendations for the various structures
 - Estimates of foundation settlement
 - California Building Code (CBC) seismic site coefficients for use in structural analysis
 - Concrete slabs supported-on-grade
 - Lateral earth pressure coefficients
 - Allowable soil bearing pressure
 - Asphalt concrete pavement sections for the parking lot and access drives (R-Values)
 - Site drainage
- Appendices that will include a summary of the field investigation and laboratory testing programs.

The geotechnical engineer will perform a review of the geotechnical portions of the final construction documents (plans and specifications) to verify that the recommendations contained in the geotechnical report for the site are consistent with the requirements of the project as actually designed.

Work Products:

1. Geotechnical Engineering Report – 5 bound hardcopies and 1 digital PDF file.

Task 4.0 – Site & Building Programming and Preliminary Design Report

- 4.1 Meet with City staff and previously identified sports league representatives in one (1) joint meeting to discuss the City's existing Draft Site Plan for each of the projects and further develop site specific programming and general space requirements for the play fields, restroom/concession building(s), covered group picnic facilities, play areas, hard courts, parking and other site program elements. Prepare written summation of discussion items and the program elements.
- 4.2 Prepare a revised Preliminary Site Design Plan for each of the projects that illustrates how the preliminary design program as discussed above can be

developed on the sites. It is intended that the City's existing Draft Site Plan be the starting point and possibly be further defined to illustrate general area use requirements for the major facilities, interrelationships between facilities and primary pedestrian and vehicular circulation patterns.

- 4.3 Prepare a Preliminary Cost Estimate for each plan following the Preliminary Site Design Plan. Estimate to be broken out by anticipated development phases following the Preliminary Phasing Plan and program priorities.
- 4.4 Provide an overall Site Development and Phasing Plan for each of the projects based on the Preliminary Site Design Plan which identifies anticipated development stages of the overall project based on programming priorities. Plans will include prioritized items and limits of the initial development stage.
- 4.5 Based on the programming comments received from the City and sports league representatives, a schematic building floor plan and exterior elevation(s) shall be prepared for the new and/or renovated restroom/concession and storage buildings planned for the sites. Depending upon specific program needs and cost factors, pre-fabricated restroom/concession and storage buildings may be entertained and desired. Prepare statement of probable construction cost based on schematic building plans.
- 4.6 Attend (1) meeting to present the Preliminary Site Design Plans and schematic building floor plans and elevations to City staff and sports league representatives for review and comment. Note any comments for possible refinement.
- 4.7 Prepare and conduct a community based meeting to present the overall project, data base collection, site analysis with opportunities and constraints, preliminary design programs and the Preliminary Site Design Plans and schematic building plans for review and comment. We recommend the meeting be held as part of a joint session of the Parks Committee. It is recommended the project be the only agenda item for the joint session, allowing ample time for public review and comment. The City shall coordinate the time and location for the meeting as well as provide refreshments for participants.
- 4.8 Attend and meet with City staff to present findings and recommendation of the joint session public meeting for review and comment. Discuss key issues influencing immediate and long range development of the program requirements for the parks. This meeting is envisioned to occur the following day after the community meeting.
- 4.9 Based on input received and discussed with all reviewing parties to date, we will prepare an Architect's/Engineer's Preliminary Design Report for each site, which will outline all previous findings and recommendations regarding development of the projects. The Architect's/Engineer's Preliminary Design Report will be a comprehensive analysis that will include preliminary surveying and existing conditions, engineering and site utilities analysis, utility conflict survey, site and building programming, site plan recommendations, schematic building layouts and preliminary cost estimates for development. All drawings, graphic renderings and other exhibits will be included in the Architect's/Engineer's Preliminary Design Report for presentation to the Infrastructure Committee, Parks Committee and City Council.

- 4.10 Attend and present findings and recommendations of the Architect's/Engineer's Preliminary Design Report to the Infrastructure Committee, Parks Committee and City Council for review and comment. This meeting will be conducted in a joint session with both committees and the City Council.

Work Products:

1. Project agenda and meeting minutes.
2. Written summation of site and building program requirements.
3. Preliminary Site Design Plans and Phasing Plans
4. Schematic building floor plan and exterior elevation.
5. Preliminary cost estimates based on site and building plans
6. Public meeting agenda and presentation materials.
7. Architect's/Engineer's Preliminary Design Plan & Report – 5 bound copies

Task 5.0 – Environmental Compliance & Documentation

The rehabilitation and expansion of the Kerr McGee and Leroy Jackson Sports Parks includes construction of a concession stand and restroom facilities, new football, baseball and softball fields, shade structures, playground areas, basketball courts, tennis courts and parking lots. Proposed lighting at the Kerr-McGee Youth Sports Complex football field would be located next to planned residential housing, although the surrounding property is currently vacant. The proposed replacement lighting at the Leroy Jackson Sports Park could increase lighting effects on adjacent single family residences, however recent technologies associated with field lighting have improved significantly. Lighting would also allow expanded use of the facilities later in the evening hours, increasing potential noise and traffic impacts. Issues related to the construction and operation of the improvements consistent with the Master Plans would be addressed in an Initial Study/Mitigated Negative Declaration (IS/MND), as discussed below. This document would be used to approve the Master Plans and subsequent actions consistent with the Master Plans.

The following scope of work addresses preparation of the Administrative Draft, Public Review Draft, and Final Draft IS/MND, Limited Response to Comments, Mitigation Monitoring Plan (MMP), and necessary notices for the documents for a combined IS/MND. These issues would be addressed in an initial study that will be prepared as part of the project.

5.1 Project Scoping & Initiation

Attend necessary meetings and closely coordinate with the project team and City staff to identify environmental and procedural issues, complete the project description, and fully define the environmental scopes of work, schedule, responsibilities, and procedures. Prior documentation will be identified and collected as applicable to the current project.

5.2 Prepare Administrative Draft Initial Study.

Review current information and reports on activities in and/or near the project site and prepare an administrative draft initial study based on the tasks outlined below. One electronic Word document will be submitted to the City for distribution to appropriate project team members for a two week review. The following subtasks

describe the key issue areas of the Initial Study and the steps necessary to complete each section; other minor sections are summarized below.

Introduction/Background:

The IS will include an introduction and background section that describes the use of the IS, the environmental process required for the project approval, organization of the IS, focus of the IS analysis, other documents used in the preparation of the IS, and lead and responsible agencies.

Project Description:

In close coordination with City staff and the project team, develop a comprehensive project description. The project description will include a discussion of the regional and local setting, project objectives, project characteristics, construction methods and timing, and intended uses of the IS.

Aesthetics:

The proposed lighting will be a significant visual feature and effect in both complexes. Visual effects on existing and future adjacent uses will be assessed, and potential aesthetic and lighting impacts and mitigation measures will be identified.

Air Quality:

Regional and local air quality will be described based on existing data. Air emissions associated with construction and operation of the sports complex will be assessed using the current URBEMIS model, in accordance with the Kern County Air Pollution Control District (KCAPCD).

Cultural and Historic Resources:

Complete an updated records search for each complex and consult with the Native American Heritage Commission and local tribes to determine the sensitivity for cultural resources within the project sites. Mitigation measures will be recommended for significant and potentially significant effects from subsurface construction activities.

Greenhouse Gas Emissions:

Greenhouse gas emissions, current regulations, and local/regional strategies to meet state mandates will be discussed. A general discussion of potential greenhouse gas emissions sources will be identified based on anticipated electricity use, traffic generation, vegetation, waste, and other factors. Potential effects of the project on global climate change and consistency with any adopted County and/or KCAPCD strategies will be assessed. Measures to reduce emissions will be identified, if appropriate, to mitigate significant effects.

Hazards and Hazardous Substances: Existing Phase I/II/III reports and regulatory lists will be reviewed to assess the status of hazardous substance contamination and site hazards and the potential for hazards. Mitigation measures will be recommended for identified significant and potentially significant effects from construction and operation activities, as appropriate.

Hydrology and Water Quality:

Potential impacts associated with construction on hydrology, water quality, flooding, and groundwater will be assessed. Mitigation measures will be

recommended for identified significant and potentially significant effects from construction activities, as appropriate.

Noise:

Identify the noise level standards contained in the General Plan Noise Element and any other germane local, state, and federal standards which are applicable to public spaces. Construction noise and potential increased evening operations impacts on adjacent sensitive receptors (residential uses) will be analyzed. Mitigation measures will be recommended for significant or potentially significant effects.

Transportation:

Identify the traffic standards contained in the General Plan Transportation Element and any other germane local, state, and federal standards which are applicable. Potential traffic generated by increased evening operations will be analyzed in coordination with the City. Mitigation measures will be recommended for significant or potentially significant effects.

Utilities:

The provision of utilities including water, sewer, and drainage will be discussed and the demand on and adequacy of the existing service providers to provide utilities will be discussed. Mitigation measures will be recommended for significant or potentially significant effects, as appropriate.

Other Initial Study Sections:

All other issues areas of the Initial Study will be discussed using existing data available for the project sites.

- 5.3 Finalize Public Review IS/MND, Screen check, and Notice of Intent to Adopt (NOIA). Based on staff comments, finalize the Draft IS, attach the Mitigated Negative Declaration, and prepare a Notice of Intent to Adopt for publication in the local newspaper. Submit electronic screen check copies to the City for review and comment. Final comments will be incorporated into the MND and NOIA, and 50 (50) hardcopies of the Public Review IS/MND will be provided to the City, with both Word and PDF versions on disk.
- 5.4 Final IS/MND, Mitigation Monitoring Plan (MMRP), and Notice of Determination (NOD). Respond to any comments, prepare the final MND with Mitigation Monitoring Plan, and prepare the Notice of Determination. One (1) hardcopy and one (1) screen check copy on disk in MS Word and PDF format of the Response to Comments and the Final Draft IS will be provided to the City for review. Eight (8) hardcopies of the Final IS with MMRP will be provided for the City, with one (1) print-ready copy in PDF format.

Task 6.0 – Preliminary Sports Field Lighting Design

- 6.1 Meet with City staff and identified sports league representatives in one (1) joint meeting to discuss the City's goals for new field lighting and further develop field lighting programming for footcandle levels of play and general space requirements

for the light poles and fixtures. Prepare written summation of discussion items and the program elements.

- 6.2 Prepare a Preliminary Sports Lighting Layout Plan for each park site that illustrates how the design program as discussed above can be developed on the site. It is intended that the City's existing Draft Site Plans be the starting point and possibly be further defined to illustrate general area use requirements for the sports lighting and associated photometric light level layouts.
- 6.3 Prepare a Preliminary Cost Estimate following the Preliminary Sports Lighting Layout Plan.
- 6.4 Submit the Preliminary Sports Lighting Layout Plan to City staff and sports league representatives for review and comment. The City shall provide any comments for possible refinement.

Work Products:

1. Project agenda and meeting minutes.
2. Preliminary Sports Lighting Layout Plan and associated preliminary costs for each site.

Task 7.0 - Construction Documents

Our consultant team will prepare construction documents (plans, specifications, and bid document packages) for the proposed sports field lighting projects based on the Architect's/Engineer's Preliminary Design Report findings. These documents shall set the requirements for construction of the proposed improvements. Plans will document anticipated utility and site improvements to be stubbed and provided to future development locations. The construction documents shall be prepared to facilitate the approval process, project bidding and construction schedules. For this project we propose one submittal of project documents for City review at the 95% completion stage. Due to no additional park improvements being slated for this priority project, we feel a single City review, prior to final document approvals, is adequate for this work.

- 7.1 Attend one (1) meeting with the City upon their review and approval of the Architect's/Engineer's Preliminary Design Report documents to review City comments.
- 7.2 Prepare 95% Construction Documents. Prepare complete construction plans for the Improvements in accordance with City standards. The following items are anticipated to be developed in conjunction with this work.
 - A. Project Cover Sheet with sheet index and approved signature block.
 - B. Existing Conditions & Demolition Sheet documenting existing site features and those features slated for demolition in conjunction with new construction.
 - C. Layout Plans for the proposed work, including existing layouts of the existing sports fields and locations of sports field lighting poles.
 - D. SWPPP Plan and Details: We do not anticipate the need for a SWPPP to be prepared for these projects. No grading is anticipated for the sports lighting project.

- E. Electrical plans for the improvements with final power source locations. Lighting will be designed for new and renovated sports field lighting as well as service stubs to potential future improvements. Furnish complete lighting plans including wattages, fixture details, photometric layouts and locations of pull boxes and service points.
 - 1. Coordination of all necessary electrical connections and systems with the associated utility agencies and incorporate requirements into the construction documents.
 - 2. Design and layout of metered service pedestal with power distribution system designed for the accommodation for future construction phases.
 - 3. Design and layout of lighting systems, controls and receptacles for sports lighting fixtures.
 - 4. Provide potential future accommodations for electrical provisions for scoreboards and P.A. systems for the sports fields.
 - 5. Design and layout empty electrical conduits to accommodate future phases, if any, that cross the improvement area.
 - F. Electrical details for the proposed work including structural engineering for sports field lighting standards.
 - G. Prepare technical specifications for the proposed work using City approved format, including bid documents with quantities for a unit price construction contract. Project manual front-end documents shall be provided by the City. The specifications shall include reference to City Standard Specifications and CalTrans Standard Specifications.
 - H. Prepare statement of probable construction costs based on the 95% construction documents with bid items and unit prices.
 - I. Quality Control and Review: We will provide a thorough in house quality control review of the entire construction document package including coordination between consultant's items prior to each submittal to the City to ensure completeness and accuracy. Procedures to include compliance by team members and sub consultants, review by qualified professionals not directly involved in the project, format and checking procedures for calculations correspondence and communications and review for compliance with applicable client standards and requirements.
 - J. Coordinate submittals and incorporate all comments received from necessary utility companies and submit improvement plans to the various utility companies for their approval, use and coordination for the project.
 - K. Submit 95% construction document package including plans, specifications and probable construction costs for review by the City.
- 7.3 Participate in a conference call review meeting with the City upon their review completion to review final plan check comments and to finalize the bid set documents.
- 7.4 Update documents based on City review comments and submit final bid set construction documents for City approval and associated utility agencies

approvals, including processing and obtaining City and/or County Building Permits. Update the technical specifications and statement of probable construction costs based on the final plans. Provide final in house quality control review of the construction document package to ensure completeness and accuracy.

Work Products:

1. Five (5) hardcopy sets of plans, specifications and statement of probable construction costs at each of the 95% submittal.
2. Meeting agenda & minutes.
3. One (1) complete hardcopy original signed reproducible set and one (1) digital copy of final bid set construction plans, specifications and cost estimate for the project.
4. Digital copies on CD-R of the bid set drawings, specifications and cost estimate in AutoCad, Microsoft Word and Excel formats.

Task 8.0 - Bidding Services

8.1 Bidding Services

- A. The City shall advertise for bids, print, package and distribute contract documents.
- B. Attend pre-bid conference and provide any other required bidding consultation to the City.
- C. Answer contractor's questions during bidding, and prepare clarifications and addenda as required.
- D. Assist staff in appraising bid proposals.
- E. The City will prepare the contractor's contract and acquire appropriate signatures.
- F. Prepare construction issue drawings for the project after project bid.

Work Products:

1. Pre-bid conference meeting agenda and minutes.
2. Clarifications and addenda as required.

Task 9.0 - Construction Management Services

The following outlines basic services typically provided on a project of this scope and as requested on the City's Request for proposal, dated February 2011. The following scope and services are indicated and presented as a guideline and starting point. Actual services provided will be reviewed and negotiated with the City upon completion of project documentation. Key members of our consultant design team are regionally based so if the need arises to have immediate attention and resolution, we are readily available.

The construction management services for purposes of this proposal are based on a sixty (60) calendar day construction period. Both projects are slated to run simultaneously for economy of scale. Helt Engineering, Inc will lead and administer the full time and on-site operations related to the construction of the project. Working

together with the electrical design consultant, they will oversee the smooth and efficient construction and observation phase of the project. As part of their overall administering and oversight of the construction, it is proposed to have the City provide existing office space during normal City business hours for use of the construction manager to utilize for project meetings, etc. This request is proposed to assist in reducing overall project overhead costs.

The following describes the basic phases during construction management and oversight of a public works project of this caliper.

- Pre-Construction
- Construction
- Project Closeout Services

8.1 Pre-Construction Phase

Upon completion and bidding of the project, our construction management personnel will begin to interface with the City and refine the overall construction management work plan. We will ensure the City's standards, processes and expectations are fully understood, met and incorporated into the work plan. We will ensure our intra-communications systems are optimized with the City's systems and develop all information required to support the needs and execute the contract.

We are prepared to work as an integrated team with the selected contractor to provide a quality product. Beginning with a detailed construction schedule, which complies with the project specifications and is reviewed by the Construction Manager (CM), the schedule will identify critical paths and have adequate detail to reflect all the construction activities required to facilitate construction. A kick-off meeting with the City's Project Manager (PM) will identify the project goals and objectives and discuss special concerns of the City. The CM will discuss the lines of communication, project controls, frequency of reports, agency contacts, and the transfer of information.

A pre-construction meeting will be scheduled following approval of the construction schedule. We will chair the meeting, with the support of the City's PM, highlighting the lines of communication, anticipated start of construction, utility coordination, contract requirements, submittal requirements and the goals and objectives of the project. At this meeting, the Contractor will issue any expected and necessary daily report forms, emergency contact list, sample notice to residents, traffic control plan, materials submittal, and designation of project superintendent. Notes generated by the CM from the meeting will be distributed to the attendees.

8.2 Construction Phase

During the construction period, we will, along with the City's Inspector, be on-site interacting with the public and observing the construction. We will keep in contact with the City's Project Manager and will chair weekly site meetings. We will generate weekly reports, including cost management spread sheet, permit activity, complaint resolution log, change order log, statement of working days, and inspection logs. We will communicate clarifications to the Inspector and coordinate inspections and testing. All required compaction and material testing (i.e. concrete cylinder testing, etc.) shall be provided by an independent testing

lab. We will review the Contractor's work progress, identifying corrections when they are discovered, and measuring quantities. We will meet with the City to monitor schedules and budget and administer the contract on behalf of the City of Ridgecrest. We will also coordinate submittals and schedule weekly observation meetings as necessary with the design consultants.

We will maintain copies of daily reports, approved deviations to plans, and construction schedules, including future week's schedules. If a change in condition is encountered, we will provide the City a change order including a memorandum, estimated cost, and a review of how the changes will affect the schedule. The Contractor will only commence with the work when he receives a final change order endorsed by the City. Administer conflict resolution between contractor and the City and provide documentation for resolution. Review quality of the constructed work, as well as comparing quantity calculations and notations to as-constructed quantities.

8.3 Project Close-Out Phase

Project closeout will include the generation of a final punch list, at substantial completion, with all parties in attendance. Before final sign-off of the project, record drawings, O&M manuals, testing and start-up reports, training, and approved measured final quantities will be collected and delivered to the City.

In addition to the above process highlighting the construction phase of the project, key design consultant team members are envisioned to participate in this phase of project completion. Participation and observations of installed work by key design team members will be coordinated and scheduled as warranted by the construction manager. In general, design consultant members will be requested to participate in the following:

- A. Attend pre-construction conference at the beginning of the project and render any interpretation necessary for the Contractor.
- B. Review and approve, or take appropriate action, upon material and sample submittals, substitution and/or equal submittals and shop drawings.
- C. Visit the project site bi-weekly to become generally familiar with the progress and quality of construction and to determine if the construction is proceeding in accordance with the design intent and conforming to the construction documents. Consultants shall endeavor to secure compliance by the contractor to the construction documents, but will not be responsible for the contractor's errors or omissions or failures to carry out the work in accordance with the contract documents.
- D. Render any interpretation or clarification necessary for the proper execution or progress of the work.
- E. Communications with contractor and site visits shall be documented in written form (field reports, etc.) and transmitted through the construction manager.
- F. Prepare and issue field reports and change orders and transmit to authorized personnel.
- G. Provide site observation walk-through and prepare 'punch list' of items to be corrected and/or completed before project maintenance period can commence.
- H. Provide final acceptance observation and issue Notice of Final Acceptance for City authorization.

- I. Consultant team members shall review and prepare the project as-built record drawings prepared by the contractor and submit to the City. Drawings shall be produced in an AutoCad Civil 3D compatible version.

Exclusions to Scope of Services

- A. The City shall provide the following information or services as required for performance of the work. The HLA Group and its consultants assume no responsibility for the accuracy of such information or services and shall not be liable for error or omissions therein. Should The HLA Group and its consultants be required to provide services in obtaining or coordinating compilation of this information, such services shall be requested as Additional Services.
 1. As-built improvement plans for existing park site and off-site roadway improvements, including well pumping and pumping station improvements.
 2. Discovery or removal procedures for hazardous waste, wells, underground tanks and archaeological artifacts.
 3. Permit, plan checking, inspection and other agencies fees, including utility services/connection and application fees.
 4. Off-site roadway design and improvement plans.
 5. Traffic signal design and plan preparation.
 6. Title reports for both sites.
 7. Boundary survey and record map

Attachments:

- Exhibit 'C' – Proposed Work and Survey Limits for Kerr McGee Youth Sports Complex
- Exhibit 'D' – Proposed Work and Survey Limits for Leroy Jackson Sports Complex

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CITY COUNCIL/REDEVELOPMENT AGENCY/FINANCING AUTHORITY AGENDA ITEM

SUBJECT:

Ridgecrest Redevelopment Agency projects; Tax Allocation Refunding Bonds; Series 2010 (TABS) Recommendation of Economic Development Committee for staff to begin implementation of specific projects 1, 9, & 10 to be submitted for Agency/City Council/Financing Authority for approval.

PRESENTED BY:

James E. McRea

SUMMARY:

The Agency/City Council/Financing Authority at the regular meeting of March 02, 2011 received recommendations for the implementation of cycle 1 of Tab Projects for 1010-2011. Projects may be modified, amended, and substituted from those listed in the Official Statement by City Council/Agency action and funds are anticipated to be expended within a three year period.

A Preliminary Draft Gantt chart of recommended projects was presented, and beginning in 2012, a second sequence of recommended projects was defined with additional projects that may be considered. The prior recommendations are the basis for the Gantt chart for Cycle 1.

Community Development

Old Towne Enhancement Program	\$ 500,000	
Civic Center Solar Realignment Energy Project	\$ 500,000	\$ 1,000,000

Staff has developed twelve potential recommended projects for the Old Town Enhance Program. On April 7, 2011 the OTAP Committee reviewed the listing and recommended implementation of:

1. Profession Service Agreement & RFP for Branding. \$20,000 pending RFP's
9. Banners and Banner Pole Brackets \$10,000 ~\$200 per pole, 50 poles, brackets only
10. Balsam Street Market Project \$10,000 ~22 events in two seasons, \$450/wk.

An implementation strategy is presented to the Agency/City Council for approval of the respective specific programs and projects.

Attachments:

1. Gantt Chart for TAB Projects
2. Community Development Public Services Old Town Enhancement Program

ACTION REQUESTED:

Minute motion approval of items 1, 9, & 10 and authorize staff to begin implementation of specific projects to be submitted for final approval with agreements, purchase orders, and appropriate Business Plan for the Balsam Market for Agency/City Council/Financing Authority approval.

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

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ID	Task Name	Duration	Start	Finish	Estimated Cost	Resource Names	May 9,	Jul 25,	Oct 10,	Dec 26,	Mar 13,	May 29,	Aug 14,	Oct 30,	Jan 15,	Apr 1,	Jun 17,	Sep 2,	Nov 18,	Feb 3,	Apr 21,	Jul 7,	Sep 22,	Dec 8,	Feb 23,	May 11,	Jul 27,	Oct 12,	Dec 28,
1	Preliminary Draft 2010 TAB Bond Project List	1 day	Mon 4/4/11	Mon 4/4/11																									
3	Public Works	0 days	Mon 4/4/11	Mon 4/4/11																									
4	Capital Infrastructure Improvements Projects (CIP)	566 days?	Mon 11/1/10	Mon 12/31/12																									
5	W. Ridgecrest Bl. Design (reimbursement to Sewer Fund)	914 days?	Wed 6/1/11	Mon 12/1/14	\$1,000,000																								
6	College Heights area Infrastructure improvements	22 days	Wed 6/1/11	Thu 6/30/11	\$1,275,000																								
7	a. Sunland	\$500,000	133 days?	Wed 6/1/11	Fri 12/2/11																								
8	b. Bataan	\$125,000	133 days?	Wed 6/1/11	Fri 12/2/11																								
9	c. Bowman East of SilverRidge to Sunland	\$450,000	133 days?	Wed 6/1/11	Fri 12/2/11																								
10	CIP Project	0 days	Tue 3/15/11	Tue 3/15/11																									
11	CIP Project	0 days	Tue 3/15/11	Tue 3/15/11																									
12	CIP Project	0 days	Tue 3/15/11	Tue 3/15/11																									
13	Pavement management System Study by Wildan	98 days?	Fri 10/1/10	Tue 2/15/11	\$ 60,000																								
14	a. Public Works CIP (designed local streets micro paving & slurry)	78 days?	Tue 3/15/11	Thu 6/30/11	\$ 300,000																								
15	Corporate City Yards, 636 W. Ridgecrest Bl Improvement Project	209 days?	Tue 3/15/11	Fri 12/30/11	\$3,000,000																								
16	a. to include drainage improvements and solar alternative energy	0 days	Tue 3/15/11	Tue 3/15/11																									
17		0 days	Tue 3/15/11	Tue 3/15/11	\$5,635,000																								
18	Community Development Public Services	0 days	Tue 3/15/11	Tue 3/15/11																									
19	Old Town Enhancement Program	129 days?	Mon 1/3/11	Thu 6/30/11	\$ 500,000																								
20	Civic Center Solar Realignment Energy Project (reimbursement to Agency)	36 days?	Tue 3/15/11	Tue 5/3/11	\$ 500,000																								
21		0 days	Tue 3/15/11	Tue 3/15/11	\$1,000,000																								
22	Parks and Recreation	0 days	Mon 11/1/10	Mon 11/1/10																									
23	Kerr McGee Youth Sports Complex	208 days?	Wed 2/16/11	Fri 12/2/11	\$2,900,000																								
24	a. Land Acquisition (reimbursement to Agency \$550,000+)	0 days	Wed 2/16/11	Wed 2/16/11																									
25	Leroy Jackson Sports Complex	189 days?	Tue 3/15/11	Fri 12/2/11	\$1,000,000																								
26	Freedom Park Rehab Walking Trail/concrete & General Playground Imprv.	189 days?	Tue 3/15/11	Fri 12/2/11	\$ 300,000																								
27		0 days	Mon 3/14/11	Mon 3/14/11	\$4,200,000																								
28	First Cycle Project Sub-total	0 days	Mon 3/14/11	Mon 3/14/11	\$10,835,000																								
29																													
30	Additional Expenditures or Projects	0 days	Tue 3/15/11	Tue 3/15/11																									
31	Reimbursement of TAB prior issuance costs	0 days	Tue 3/15/11	Tue 3/15/11																									
32	Additional Banner Brackets for China Lake and Ridgecrest Blvd.	0 days	Tue 3/15/11	Tue 3/15/11																									
33	Pilot Bowman Channel Drainage Improvements	0 days	Tue 3/15/11	Tue 3/15/11																									
34	Potential Amendments to Wal-Mart Development Agreement	0 days	Tue 3/15/11	Tue 3/15/11																									
35	Radar & China Lake Signalization Intersection Improvement	85 days	Tue 3/15/11	Mon 7/11/11																									
36	Bowman Channel Pilot Extension to SR 178	0 days	Fri 4/15/11	Fri 4/15/11																									
37	Aquatics Complex (recommended to be removed)	0 days	Tue 3/15/11	Tue 3/15/11																									
38	West Ridgecrest Blvd. Drainage Improvements	0 days	Fri 12/14/12	Fri 12/14/12																									
39																													
40	Second Cycle of Projects	0 days	Fri 12/2/11	Fri 12/2/11	\$14,065,000																								
41	Public Works	0 days	Fri 12/2/11	Fri 12/2/11																									
42	Norman Street Improvements South of Bowman to China Lake Bl.	0 days	Fri 12/2/11	Fri 12/2/11	\$ 800,000																								
43	College Heights/China Lake Signal	0 days	Fri 12/2/11	Fri 12/2/11	\$ 50,000																								
44	Add'l Infrastructure CIP improvement (pending approved PMS)	0 days	Fri 12/2/11	Fri 12/2/11	\$3,310,000																								
45	a. Includes \$300.00 per year local street micro paving and slurry	0 days	Fri 12/2/11	Fri 12/2/11																									
46		0 days	Fri 12/2/11	Fri 12/2/11																									
47	Community Development Public Services	0 days	Fri 12/2/11	Fri 12/2/11																									
48	Economic Development, Business Retention, and/or Incentive Grant Program	0 days	Fri 12/2/11	Fri 12/2/11	\$2,750,000																								
49	Old Town Enhancement Grant Program	0 days	Fri 12/2/11	Fri 12/2/11	\$ 500,000																								
50		0 days	Fri 12/2/11	Fri 12/2/11																									
51	Parks and Recreation	0 days	Fri 12/2/11	Fri 12/2/11																									
52	Aquatics Project (Reprogrammed to P&R Projects)	0 days	Fri 12/2/11	Fri 12/2/11	\$ 800,000																								
53		0 days	Fri 12/2/11	Fri 12/2/11	\$8,210,000																								
54	Remaining Additional Expenditures or Projects #10, 11 & 12	0 days	Fri 12/2/11	Fri 12/2/11	\$2,625,000																								
55	(Projects 31 to 37 which have not been programmed or approved by Agency)	0 days	Fri 12/2/11	Fri 12/2/11	\$3,230,000																								
56																													
57	Total TAB Project Fund	1 day?	Tue 10/19/10	Tue 10/19/10	\$24,900,000																								

Project: 2010 TAB Bond Project Rev 4
Date: Tue 4/12/11

Task Progress Summary External Tasks Deadline

Split Milestone Project Summary External Milestone

TAB Project - Old Town Enhancement Program Agency Improvement, Facade, and Business Retention Fund

Creation of a fund to stimulate economic growth, business development, and business retention within the Agency Project Area. Proceeds may be utilized to off-set the Development Impact Fees for Drainage and/or Traffic for commercial, industrial, profession services, or retail sales. Proceeds may additional be utilized for site specific improvements, streetscape improvements, or other related business development or retentions purposes.

The Agency may allocate up to five hundred thousand dollars (\$500,000) for specific agency projects to enhance the Old Town District or Ridgecrest Blvd. The bonding allocation is proposed for one million dollars. The project funding to be recovered by new business growth and increased sales tax increment, with specific milestone achievements, but cannot be a loan. The 2011 cycle one is proposed to be used both programmatically and for CIP street and streetscape improvements.

Recommended Programs and Projects:	Estimated Expenditure
1. Professional Service Agreement for Branding of the Old Town Project Area Overlay District. A programmatic overview of the design element and target market attraction for the Old Town Action Plan (OTAP).	\$ 20,000
2. Balsam St. & W. Ridgecrest Blvd Intersection CIP implementation of the bulb-outs and cross gutters from the Mark Thomas plans and specification for W. Ridgecrest Blvd for the intersection, consistent with the existing street profile. Minimum landscaping with electrical and water service to be included.	\$ 100,000
3. Balsam St. and W. French Ave Traffic Circle CIP improvements to provide a 20 to 30 foot focal point for the Old Town Project Area. Plans and specification would have to be developed, but can be constructed with the existing intersection with modifications to crosswalks which are currently not ADA compliant.	\$ 15,000
4. Balsam St. & French Ave. Drainage CIP improvements to increase the capacity of existing drainage facility. Plans and specification for underground culvert expansion or other required.	\$ 100,000
5. Balsam St. & W. Argus Ave. Intersection CIP minor improvements to provide transition to Old Town Project Area.	\$ 10,000
6. Old Town Monument and Entrance Signs CIP design and placement of Old Town Signs within right-of way and private properties of the Project Area boundaries.	\$ 10,000 ~ 6 sign & 20 logos
7. Pedestrian Plazas, Assembly Areas, or Shaded Rest Stops improvements within the Project Area at two or three locations to be identified within the OTAP.	\$ 5,000
8. Streetscape, Street Furniture, and Amenities within the Project Area to create a pedestrian friendly, human in scale environment.	\$ 20,000
9. Banners and Banner Pole Brackets for the Project Area and N. China Lake Blvd. It is estimated that a minimum of 50 sets would be the initial installation. There are currently approximately 32 light standards on Balsam, 9 on Ridgecrest Blvd and an unidentified number for N. China Lake Blvd. They would not necessarily be placed on every pole.	\$ 10,000 ~ \$200/pole
10. Balsam Street Market Project a weekly special event related as a seasonal evening famers market and entertainment sponsored by the City.	\$ 10,000 ~5 mo;22 events @ \$2,000 mo;\$450/wk
11. Facade Improvement Joint Participation Program to assist by partial funding of site improvements by property owners.	\$ 100,000 ~6 sites @ \$15K
12. Old Town Sign Replacement Joint Participation Program to provide uniform signage consistent with OTAP standards and a design overlay district by partial funding of new signage.	\$ 100,000 ~ 33 sites @ \$3K

#1 Professional Service Agreement for Branding

The logo for Smith Communications features the word "SMITH" in a large, white, serif font above the word "COMMUNICATIONS" in a smaller, white, sans-serif font. To the right of the text is a stylized graphic element consisting of a red and white circular shape with a white path that curves around it, resembling a globe or a network.

City of Ridgecrest Retainer Agreement

The Client—Background and Objectives

Located in the southern portion of the Indian Wells Valley, the City of Ridgecrest provides shopping for over 40,000 people throughout northeast Kern County. The City is easily accessible by two major highways and the Inyokern Airport. It is a provider of housing and services for Federal employees and contractors at China Lake Naval Weapons Center.

The City is in the process of a revitalization program for its downtown—Olde Town Action Plan. The purpose of the program is to create a vibrant economic center that will provide not only amenities to its citizens, but also a quality of life that would increase job retention, attract new employees to current industries, and bring in new business and customers.

The City of Ridgecrest (The Client) is seeking a consultant to provide market and target audience research, stakeholder outreach, branding and positioning, developer outreach, and marketing of the City's downtown.

Proposal—Services and Fees

Smith Communications is a full-service marketing and public relations firm with extensive background in design and print, campaign management and strategic communications planning, agency and project branding, positioning and message development, and media relations. While we are capable of working independently, we believe that the best results arise out of creative collaboration. As part of your team, we will provide you with professional marketing and public relations services that will help you achieve your mission and goals.

Smith Communications will manage and coordinate all local, regional, and national marketing and advertising programs and campaigns for the Client, including, but not limited to, branding and positioning, marketing and public relations, stakeholder outreach and market penetration, and government affairs. The scope of work on each project will be mutually agreed upon in writing by both parties before any work commences. A monthly written progress report will be provided.

These services include, but are not limited to: strategic communications plan, branding and positioning, concept and design, message creation and copy writing, citizen workshops, creation of commercial press ready digital files, Website design; we will also provide price estimates for all third party services including, but not limited to, polling, printing, Website programming. We will coordinate the production and implementation of these services including, but not limited to, sending appropriate digital files, proofing, and creative direction.

Smith Communications offers a broad spectrum of design and public relations services.

Communication Strategy
 Creative Concept
 Graphic Design
 Photography
 Illustration
 Pre-press and Print Production
 Message Development
 Public Relations
 Copywriting
 Media Planning and Buying
 Direct Mail
 Radio and Television
 Social Media
 Public Outreach Material
 Exhibits and Displays
 Event Planning and Collateral
 Print Advertisement
 Outdoor Advertisement
 E-mail Newsletters
 Media Alerts and Press Releases
 Press Conferences
 Feature Articles and Editorials
 Website Design
 Interactive Media
 Project Management
 Brochures and Posters

Costs and Billing—Smith Communications will provide the above stated services under this Retainer Agreement for \$3,000/month. This reflects approximately 15–20 hours of work per month, but is not billed at an hourly rate. If the client so desires, a monthly allocation of hours of service can be increased and set upon mutual agreement of both parties. An increase to the monthly hours shall be billed separately. The monthly retainer, and additionally allocated hours, shall not exceed 212 hours, or \$36,000, for the term of this contract. The Retainer, and any increase of work allocation, shall be paid at the first of every month for one year. If the Client desires additional work that exceeds this contract, it shall be billed monthly at \$150 per hour.

The Retainer covers all services listed above excluding travel and mileage, and third party expenses. The Client will be given an estimate on all third party vendor work procured on behalf of the Client, and the work will be authorized in advance and invoiced separately. This will be work outside the scope of the Retainer Agreement and could include but is not limited to: printing and copying, photography and videography, shipping and delivery.

#2, 3, 4, 5, Infrastructure Capital Improvement Projects (CIP)

1. #2 Balsam St. & W. Ridgecrest Blvd Intersection



2. #3 Balsam St. and W. French Ave Traffic Circle

3. #4 Balsam St. & French Ave. Drainage CIP improvements



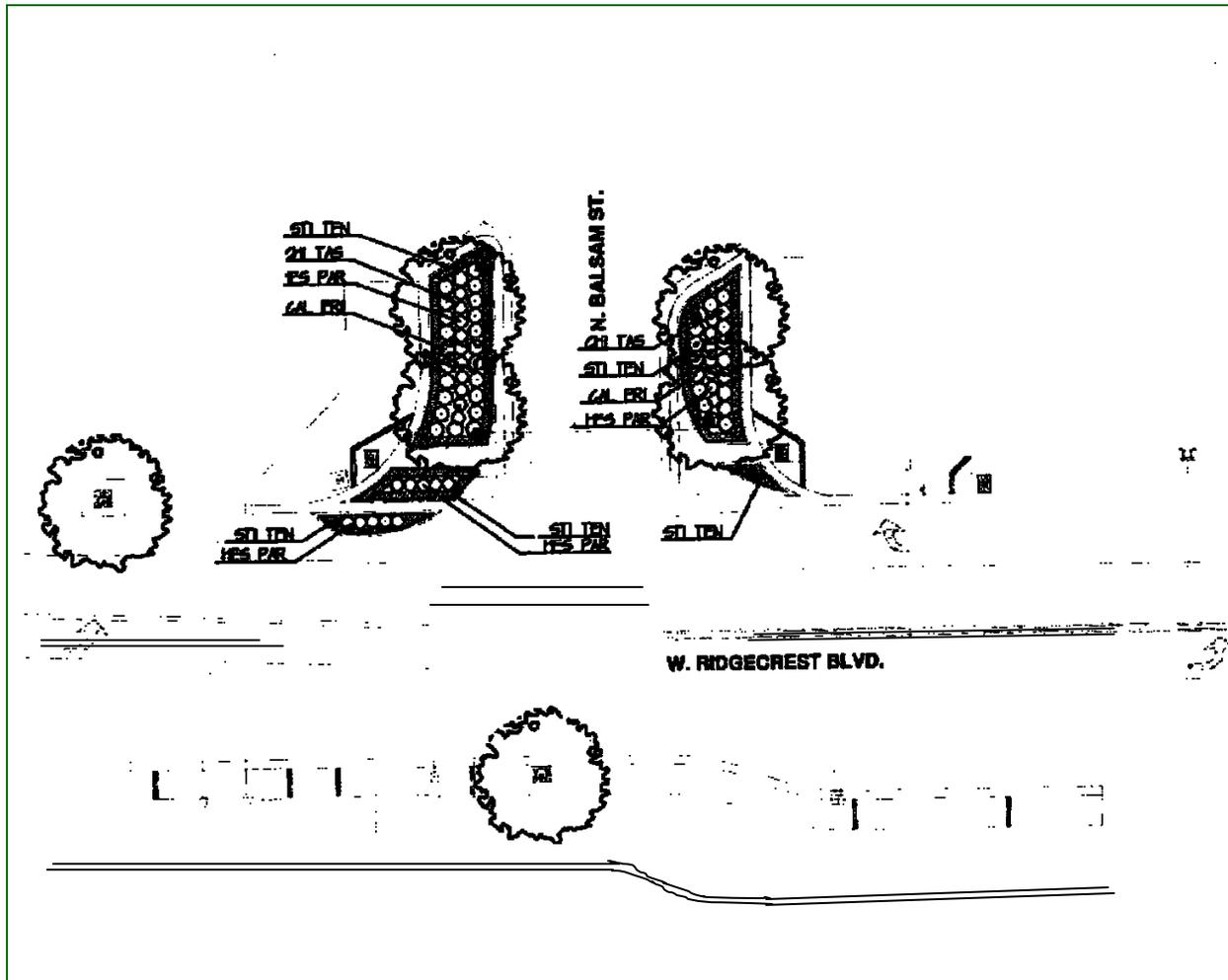
1. #5 Balsam St. & W. Argus Ave.



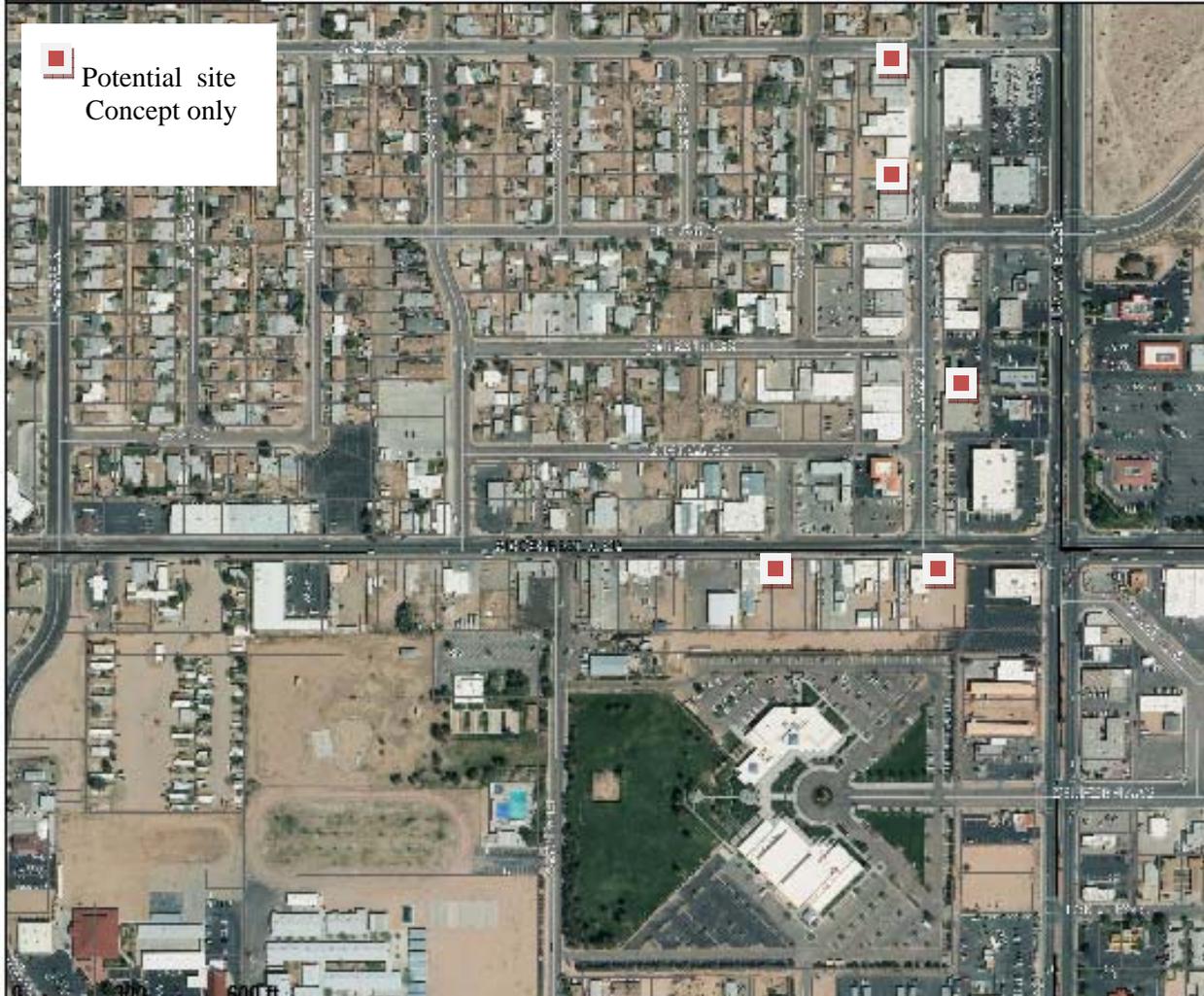
#2 Infrastructure Capital Improvement Project (CIP)

1. #2 Balsam St. & W. Ridgecrest Blvd Intersection

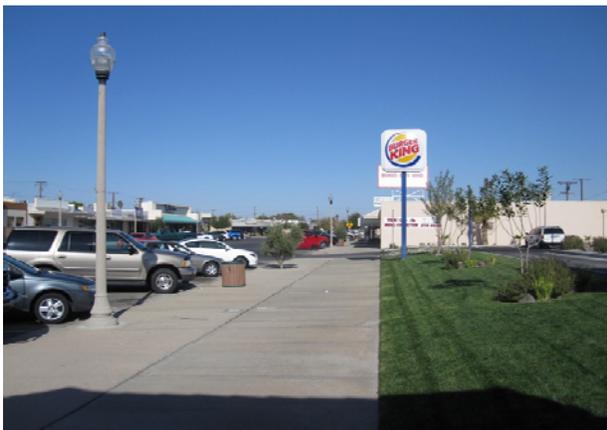
The bulb-out below has five 1" curbed areas, a crosswalk, and a cross gutter that can match both existing conditions and the future construction of Ridgecrest Blvd. when funded. The street profile is difficult to see in this sketch, and the bulb-out could contain the trees and not the landscaping as shown. Pavers, bollards, other items, or amenities would be developed in the implementation. The installation of electrical outlets and irrigation would be included. The design theme would be carried along Balsam Street, at French, and Argus in 3 and #5. Improvements to Ridgecrest Blvd. would not be undertaken at this time, except for #8 Streetscape, Street Furniture, and Amenities.



#7 Pedestrian Plazas, Assembly Areas, or Shaded Rest Stops



#8 Streetscape, Street Furniture, and Amenities



#9 Banners and Banner Pole Brackets

Prior Banner and brackets on fiberglass poles



Sierra Display inc.

Durable banners need durable banner hardware.

To meet this need the KBW BannerFlex® line of banner brackets and pole hardware stands is designed to withstand harsh elements and forbidding weather conditions. KBW banner brackets have been the most trusted name in banner hardware for over 20 years. Developed in 1984, KBW BannerFlex® is the first outdoor banner bracket to use flexible fiberglass arms rather than steel poles. The patented KBW BannerFlex® hardware system extends the life of your banners through its unique "canted" design and deflects enough wind load to measurably reduce the stress on light poles. Our 10-year limited warranty is the longest and strongest in the industry.

Proposed Flexible Brackets



#10 Balsam Street Market Project



Portions of Report
OTAP
Alan Alpers
aalpers@verizon.net
(805) 947-7098

Executive Summary Notes (April 2011) **Farmer's Market on Balsam Logistics**

General basic principles of the Community Event and Farmer's Market

1. Encourage and stimulate commerce on Balsam Street and general OT Area by increasing foot traffic and attendance.
2. Impact Balsam Street businesses in a positive way.
3. Create an economic opportunity for certified farmers, small vendors, crafters and artists, and at-home businesses by providing an affordable venue to market their products.
4. Incubate small businesses.
5. Develop Community Support & Participation .
6. Create a fun, social, recreational venue to foster community pride and fellowship.

Define and Set Event:

Determine a name, Target a time & a day of the week, Target a season & duration
Balsam Street Market ?

Wednesdays 5:00 p.m. to 8:00 p.m.

August thru October 2011 initial season followed in Spring of 2012

Close street at 4:00 p.m. in one block area (TBD)

Determine Event Organizer (Main Street, non-profit, City or Agency sponsored)

Policies, procedures, fees, permits, City or Agency requirements, insurance

Office space within City Hall as Main Street Director (Tehachapi model)

Balsam Street Market—rough budget

Fees & Permits		Set-up	Operating
Certified Farmer's Market-Ag Dept.	KC Ag. Dept.	\$50	\$50
Environ. Health Permit Appl. Fee	KCEHD	\$65	\$65
Environ. Health Permit Fee/event	KCEHD	\$95	\$95
Main street. Org-Join	RRA	\$250	
Misc. fees setting up non-profit			
Ridgecrest Requirements & Fees		\$965	\$5,465
Organizational Set up		\$60	
Office Administration	RRA	\$150	
4 Drawer File			
Computer, Software—windows 7/Office			
Office rent, supplies, furniture, etc.			
Storage (tables, chairs, cones, etc.)			
Event Logistics costs	RRA		
Solicit Cert Farmers-mailing-142		\$156	
Website Admin.			
Coordinator's booth table -4		\$619	
Cones, Stations, Rope & Chalk			
Signage— banners, sandwich boards		\$200	
Eight (8) round ft. tables		\$1,078	
Seventy-two (72) folding chairs		\$2,124	
Electrical material-set up		\$400	
Advertising—3 months			\$600
Sanitation Facilities (per 3 months)			\$423
Power-lights, cooking, sound syst.			
Musicians @ \$120/wk—3 months			\$1,440
Total Estimated Start-up Costs		\$6,212	
Total Estimated Operating Costs			\$8,138

#11 & 12 Economic Development Programs

#11 Facade Improvement Joint Participation Program

#12 Old Town Sign Replacement Joint Participation Program

Reference Index of Attachments

Description	Page
TAB Project - Old Town Enhancement Program	1
#1 Professional Service Agreement for Branding Retainer proposal by Ron Smith; Smith Communications, LLC	2/3
Infrastructure Capital Improvement Projects (CIP) #2, 3, 4, 5,	4
#2 Balsam St. & W. Ridgecrest Blvd Intersection	
#3 Balsam St. and W. French Ave Traffic Circle	
#4 Balsam St. & French Ave. Drainage CIP improvements	
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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of March 8, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of March 8, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

Submitted by: Rachel J. Ford
(Rev. 6-12-09)

Action Date: April 20, 2011

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MINUTES OF THE SPECIAL MEETING OF THE RIDGECREST CITY COUNCIL AND RIDGECREST REDEVELOPMENT AGENCY

**City Council Chambers
100 West California Avenue
Ridgecrest, California 93555**

**March 8, 2011
3:30 p.m.**

This meeting was recorded and will be on file in the Office of the City Clerk for a certain period of time from date of approval by City Council/Redevelopment Agency. Meetings are recorded solely for the purpose of preparation of minutes.

CALL TO ORDER – 3:30 p.m.

ROLL CALL

PRESENT: Mayor Ronald Carter; Vice Mayor Marshall 'Chip Holloway' Holloway; Council Members Steven P. Morgan, and Jason Patin

ATTENDING REMOTELY: Mayor Pro-Tem Jerry D. Taylor; Kurt Wilson, City Manager

STAFF: Rachel J. Ford, City Clerk; Jim McRea, Director of Community Development; Dennis Speer, Director of Public Works; Ron Strand, Chief of Police; Jim Ponek, Director of Parks & Recreation; Tyrell Staheli, Director of Finance; and other personnel

APPROVAL OF AGENDA

- No changes were made to the agenda.

Motion To Approve Agenda Was Made By Council Member Morgan, Second By Council Member Holloway. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

SPECIAL SESSION – 3:30 p.m.

PRESENTATIONS

Tyrell Staheli – gave opening statements and vendor introductions

1. Grants

- a) Passantino Andersen Communications – George Passantino

- George Passantino gave overview of grant strategies presentation, accomplishments, and goals.
- Ginny Sterling – discussed Grants Strategy presentation details.
 - Unique community, high educated public, low crime levels, diverse population.
 - Guaranteed benefits outlined
 - Client portfolio provided
- George Passantino – give biography of Ginny Sterling who would be the team leader should Council elect to contract Passantino Andersen Communications to research, apply for, and administer future grants and develop a grant strategy.
 - Consulting Fees – to be developed based on grant services and paid on a monthly retainer.
 - Encouraged council to hire somebody, even if not this firm.
- Jason Patin – how long in grant writing?
 - George Passantino – not biggest player in market but can provide a tailored strategic planning approach; Ginny Sterling has been grant writing in excess of 20 years.
 - Jason Patin – client portfolio, how many are grant writing clients
 - George Passantino – currently working with 6 agencies on the list. Total 10-20 clients at this time.
 - Jason Patin – are you flexible on fee system?
 - George Passantino – most are on a monthly retainer.
 - Jason Patin – open to a percentage based rate?
 - George Passantino – deemed unethical to do commission based grant writing, when grant is submitted, includes a detailed budget and can't put in a percentage, primary mechanism is on a monthly retainer. Can do billable hours but most clients prefer retainer. Strategic roadmap provides clear sense of where we are going and the value you are getting.
 - Jason Patin – how many members of the team.
 - George Passantino – 12 right now plus grant writers. Ginny Sterling will be leading the grant strategy development. Many communities have public sensing sessions; the caliber of work produced speaks for itself.
- Steve Morgan – who is John.
 - George Passantino – makes sure your level of expectation is being met.
 - Steve Morgan – if you had to pick a grant that best defines Ridgecrest, what would it be.
 - Ginny Sterling – economic development administration and there are several out there.
 - George Passantino – there are significant grant opportunities for renewable energy. I would personally like to see that one and the other is the downtown revitalization you are pursuing. Not everybody is as enlightened as we are and love the desert so you

have to provide something that will make them want to come here and stay here.

- Chip Holloway – mentioned registered lobbyist. With federal we were told not to expect too much for 24 months.
 - George Passantino – deliverables, we will immediately delve into the grant strategy. As soon as that is done and we have buy-in we will actively pursue them. We believe in the market test. We will start working on grants right away and the grant strategy takes a few months.
 - Ginny Sterling – most funding sources are 90-120 days from application to award. Depending on identified needs, there are foundation sources that have a 60 day funding time.
- Chip Holloway – have tried to improve abilities to obtain grants, but have had one individual try to do it. It is unfair and probably impossible to ask that one person to know it all. How the department head's input is going to change.
 - Ginny Sterling – if the input is invested, going to be an educational process for departments to do the work up to 120 days out before deadlines are here.
 - George Passantino – example city of Taft has a grant liaison on staff which provides a higher level of efficiency. Hiring professionals to work with the internal members increases the efficiency.
- Chip Holloway – after the grant is obtained, do you also provide the continued administration?
 - George Passantino – we can provide that service.
- Ron Carter – you will work with our grant administrator on staff?
 - Ginny Sterling – that is at your discretion. If that individual wants to write the grants or pursue the smaller grants, that is fine and you can bring the larger more complicated grants to us.
 - George Passantino – different communities do it differently, we work with your agency to meet the needs.
- Ron Carter – other agencies do they have a full time staff?
 - Ginny Sterling – she coordinates information, signatures, resolutions, team effort and is the easiest way.
 - George Passantino – most have a full time person in the department.
- Ron Carter – having a staff person to coordinate with, are you more successful?
 - Ginny Sterling – success rate is about the same but does make everyone's job easier and quicker
- Jerry Taylor – just for clarification, I will not be asking questions on the next two presentations.

b) California Consulting, LLC – Steve Samuelian

- Steve Samuelian – gave overview of company, lobby services, history, client portfolio, 242 competitive federal and state grants funded, and 1.4 billion dollars for clients. Known in industry for working hard for our clients. Listed references including Cities of Delano, Arvin and political party members. Several success stories and economic development grants. Successful lobbying history.
- Juan Garza – CEO of California consulting. What type of staff do you have is a common question because most industries contract out for staff. Our company has full time staff of 13 people of which 8 are grant writers. Director of grants was employee with City of Fresno for 21 years in parks and recreation and wastewater. Law enforcement grant writer worked a number of years with Fresno County. Transportation expert grant writer and others who specialize in grants. Adding a third lobbyist who worked for PG&E. Staff can be reached at any time or can be visited at any time in the office. Can't guarantee grants but have never had a client who paid more to us than we brought in for them and the grants they were awarded were significant.
- Steve Samuelian – you are looking for a return on investment, in six years we have brought back a significant amount in grant money more than the clients have paid us. We can provide the actual numbers for you. Other question is how much grant money have you brought in is a fair question, facts are 242 grants at 1.4 billion dollars.
- Steve Morgan – asked about city of McFarland recreation and parks district, what did they ask and what occurred.
- Steve Samuelian – went on budget hiatus and hired us back a month ago. We brought in a significant amount of grant funds and council re-hired us.
- Chip Holloway – concerned you are a victim of your own success. At what point to you become ineffective because you are working with so many clients that you pit us against each other.
- Steve Samuelian – we are not making the determination, we like to eat a restaurants that are full not empty.
- Chip Holloway – lobbying for free, we could keep you just a busy doing that, how are you going to decide when this is not profitable and you can't do it anymore.
- Steve Samuelian – we have 3 dedicated lobbyist and the grant writers services are performed separate. Ask clients to take advantage of the lobbying efforts at no charge.
- Juan Garza – when drafting applications, there are factors that may differ, one is geographic and the level of work clients are able to do. Those who have been most successful are the ones who cooperate and communicate with us. If everyone is engaged with the process, will make for a stronger application. We struggle with how to grow responsively, so we have found grant writers who specialize in specific areas.
- Chip Holloway – do you consider yourself pro-active? We have been successful in-house with some grants. Are you going to let us know when something is available?

- Juan Garza – grant identification process is included. A list sent every 30 days with synopsis of fit for Ridgecrest. Secondly, a needs assessment to work with department heads and staff to identify projects needing funds. We take your list and do research with demographics and report back to you what grants are available.
- Jason Patin – what can you say to ease my mind that we are going to get the attention we deserve?
- Steve Samuelian – evidence speaks for itself, each client is equally important to us and feel we must staff our office to meet the needs of our clients. We are not going to do anything to besmirch our good name.

c) e-Civis – Jennifer Fernandez

- Jennifer Fernandez – thanked council for time and consideration in pursuing grant opportunities. Packets provided to council. Gave overview of company and client portfolio. Education opportunities for staff and consulting; research and previously funded applications accessible to staff; writing collaboration with industries leading grant writing professionals; Management of grant portfolio for the organization including ARRA requirements. Software based programs, web based platform. Return on investment statistics provided.
- Steve Morgan – thanked for information emailed over past couple of years and has spoken with you at league of California cities. Dr. Browning will take the program tool to manage our portfolio.
- Jennifer Fernandez – correct, over 30 years of experience in grants.
- Steve Morgan – been interested in your system but didn't have someone who could go out and apply it, you have that now.
- Jennifer Fernandez – correct.
- Steve Morgan – if we needed to get information from Dr. Browning, can we get her information?
- Jennifer Fernandez – absolutely, can even arrange a conference call.
- Chip Holloway – already database client?
- Jennifer Fernandez – have had inquiries but not currently a subscriber. If you choose to go to other clients, my still have a working relationship with the city. Have brought pricing options in the packet do give you an idea of cost for example five users, cost is around \$30,000. That is your staff identifying opportunities. Detailed programs would be discussed on an individual case basis. Have great customer service, dedicated client associate to provide training and technical assistance.
- Jason Patin – if we say go out and get a grant, do you pass this on to Dr Browning only?
- Jennifer Fernandez – we have other pools but would work exclusively with Dr. Browning.

2. Building Inspector

- a) JAS Pacific, Inc. – Paul Armstrong

- Addison Smith, Christine Trafolla, Jack Leonard – presented company profile offering full building and safety department services or portions as needed. California Corporation comprised of engineers, architects and inspectors. Overview of staffing and organization chart provided.
- Jack Leonard – reviewed services available including administrative services, plan review, inspection, permit issuance, code enforcement, customer service levels, and other related services. Code adoption process and amendments; natural disaster and emergency planning; document management; and urban planning and city engineering support. Jack will be the assigned project manager for the City of Ridgecrest if JAS Pacific, Inc. is chosen for this contract.
- Christine Trafolla – reviewed why JAS is different than other companies. Direct point of contact to ensure all of your issues are addressed, available 24/7 to answer questions, provide guidance and training to staff. Long term client relations reflect 90% of clients have been with us from day one. We are committed to our customers and their communities. Gave examples of projects. Key to us is interdepartmental communications, encouraging staff to be a part of the agency. Strive to make sure our employees are happy and know who they are working. Staff is certified and registered and have been recognized by the state of California. JAS has very competitive pricing without sacrificing service.
- Jack Leonard – encouraged Council to check the references from each consultant and look at the kind of staffing provided to do the job.
- Steve Morgan – want to make sure your corporation can provide certain aspects, we are looking for a building inspector. What do you envision JAS in building inspection, 3-5 days per week, what type of service and what does that bring? Staffing and equipment or do you expect the contractor to provide?
 - Addison Smith – fee is all inclusive whether we do 5 or 3 days is based on permit activity. Need to identify what is warranted based on activity and management and council needs. Would need to develop that strategy.
 - Steve Morgan – within building inspection there is a gamut of specialties such as plumbing, electrical etc.
 - Addison Smith – our inspector will have multiple certifications.
- Chip Holloway – will it be obvious that you're a consultant or will you represent the city of Ridgecrest.
 - Addison Smith – Some agencies are adamant that our staff represent the agency, others show both and still others don't care. Our staff is trained to represent whatever way the management of the agency designates. Ultimately we represent the city of Ridgecrest.
 - Chip Holloway – will the pricing model change based on our needs?
 - Addison Smith – no, this is our set pricing that a contract would be based on.

- Chip Holloway – we are doing this with Kern county inspector, have you found this encourages dissent because it takes away the familiarity on the customer service level?
- Addison Smith – when a consultant in a jurisdiction you need to be that much better, we have 30 days to succeed or we are gone. We have to fit in. You will get a fair inspection and good customer service because we are always under the microscope. Builders may complain because they are under time lines. But we go the extra mile.
- Jason Patin – what kind of depth do you have if a particular inspector does not work out for us?
 - Addison Smith – we currently have 140 inspectors to pull from who could be on site the following day.
- Jerry Taylor – relative to the hourly rate, travel time?
 - Addison Smith – only pay for the time actually in Ridgecrest.
 - Jerry Taylor – comparable cities to Ridgecrest?
 - Addison Smith - Yorba Linda, Lancaster, Hesperia,
 - Jerry Taylor – do you do their inspections?
 - Addison Smith – plan review and inspections depending on activity.

b) Willdan – Ron Espalin

- Ron Espalin – Patrick Johnson – plan review, Jim Barrett – in house staff. Gave Willdan’s summary of qualifications; transition of services from Kern county to private contract; Commitment to provide uninterrupted service to the community; inspector on site daily; plan review services; turn-around schedule; electronic plan review service at no extra cost to city or applicant; staffing levels; current client list; fee schedule is 65% of fee charged will go to Willdan and 35% will be retained by the City for retention and revenue.
- Steve Morgan – explain how the process works, do we have to fold in plan check?
 - Ron Espalin – can choose to have just the inspection or to have all as you currently have with county now.
 - Steve Morgan – what do other communities do?
 - Ron Espalin – works both ways, we have some communities where we do all inspections and most plan checks and if volume drops all is done in house. We provide overnight service and do it at our facility.
 - Patrick Johnson – we do have inspector who can do plan check.
 - Steve Morgan – you have quantified fees for service. Do you see personnel here 3 or 5 days per week?
 - Jim Barrett – based on recent information, anticipate a 5 day per week inspector.
- Jerry Taylor – was my understanding with county is would have to contract plan check, need clarification.

- Kurt Wilson – was a point in time when that conversation did come up. Confirmed by Jim McRea.
- Jerry Taylor – understand recouping fees for inspector, what is your model for code enforcement?
- Ron Espalin – done at an hourly rate
- Jerry Taylor – plan check for residential only or does it include commercial.
- Ron Espalin – inspector not an engineer so plans check duties restricted to his expertise, small projects.
- Jerry Taylor – if submitted electronically, does time become more efficient?
- Ron Espalin – unfortunately time does not go down, but savings and convenience is for architects to reduce full plan printing, can call Mr. Johnson and can be reviewed and discussed over the phone. Saves time and cost for applicant and developer. Counter tech is copied on all transactions during process.
- Jerry Taylor – one issue we have with commercial is education issue. At times not clear and expectations are not met. Do you have process to improve relationship to be business friendly or just letter of the law?
- Ron Espalin – we we produce plan check letter for clarification, give a direct line access to developer. Mr. Barrett has good interpersonal skills and is probably the best I have seen in gaining compliance. Try to be user friendly. Interpersonal skills and relation to public is more important than technical skills.
- Jason Patin – what if this person isn't a wonderful guy for us, what then
- Patrick Johnson – will be here same day and have a full staff of inspectors available.
- Chip Holloway – in experience with other cities, how does it evolve with other cities, do they begin with small and go big or start big and then take services away?
- Ron Espalin – recently, city similar to Ridgecrest we transitioned from in-house to complete contract with Willdan. Motivation was cost savings to them; they are pleased with services provided and positive cash flow. May have been having personnel issues that were resolved. Some cities want to keep certain staff but need more than one full time inspector so we provide half-time staff. Other cases cities have had us to plan-check and they provide inspection. If happy with service, usually will expand service.
- Chip Holloway – how many have gone from contract to in-house
- Ron Espalin – does happen, example after 6-7 years of contract went in-house with inspection but continued with plan check.
- Jason Patin – with current activity, do you have flexibility that regardless of level of activity can you grow or shrink as needed? Will this be a problem?

- Ron Espalin – no problem, have been experiencing this recently. When things slow down agencies begin using in-house staff. We adjust.

c) TCM Group – Michael Tahan

- Timothy Wassill – presented TCM Group company overview. Recently acquired by Hill International; services provided include transportation, buildings, code enforcement etc. Specialize in staff augmentation, program/project management; construction management; claim avoidance. Client list presented within California focusing on City of Desert Hot Springs program which cut expenditures in half. Customized project teams with multi-disciplined capability. Gave demographics of the team put together for Ridgecrest.
- Richard Kopecky – scope of services provided by consultants. Permit Processing/Counter Assistance; personalized service to customers and assistance to get builders thru the process; plan check services; building inspection services including next-workday inspections; idea is to provide total services with a good attitude. Code enforcement is provided, talk to and follow up with the people involved and communicate with them. Our services and goal is to make sure the public says council made a great decision to go with the consulting service.
- Timothy Wassill – we bring advantages of contracting over in-house. Flexibility to ramp-up or decrease as needed. We offer 3000 unlimited resources that can be tapped without having the burden on the general fund. Fixed rates/less than fees collected. Seamless transition from county to city, extension of the city.
- Steve Morgan – not just the person, do you provide all the equipment and supplies necessary to do the job.
 - Timothy Wassill – we provide everything, vehicles, laptops, cell phones. Only thing requested is space for them to perform the service.
- Jason Patin – you don't offer service to anyone else?
 - Timothy Wassill – as Hill International. You will be our first client but other teams have done services for other agencies.
 - Jason Patin – turnaround time?
 - Timothy Wassill – typically 5 working days. Fees are negotiable per industry standard.
 - Richard Kopecky – state law is service is equal to fees collected. Have to be careful about how you discount those. You have to structure how you want to do the fee; don't want you to violate state law.
 - Jason Patin – just looking at how we can help developers not say we are charging too much. Also other firms offer a one-stop person who can handle all the different inspections.
 - Richard Kopecky – yes, ours is the same.

3. Human Resources

a) Workforce Resource and Management Group, LLC – Gregory Wilson

- Gregory Wilson – presented overview of Workforce Resource And Management Group, LLC. Consulting group located in southern California specializing in talent management to legal compliance for California companies. Staffing profiles outlined. Offer 80 HR programs packaged by the needs of the organization. Incorporated and fully insured. Combination of support team and on-site consultant as well as off-site development team. Work with partners to offer insurances. Small company with ability to expand or contract based on client needs and can work with both small and large companies. Ridgecrest program includes consistent day-to-day HR administration and strategic employment practices; reduced costs of HR management by outsourcing vs. in-house; legal compliance; safety compliance; talent and organizational fit; employee engagement and morale. Business planning meeting and prioritization of program development. Implementation, maintenance, adjustments as needed. Continued policy improvement and maintenance. Will adjust to your needs, if more is needed or not needed will increase or reduce as necessary. Overview of day-to-day HR operations. Legal compliance includes policies, required posters, I-9 compliance, OSHA and IIPP, FLSA, sexual harassment training, termination management, regulatory agency management, lawsuit prevention, and employee conflict resolution. Talent management and performance. Recruitment process, interview & selection, assessment testing and background investigations, human performance management, competencies development. Organizational strategy, create an employment brand, succession planning, strength-based leadership, metrics/balanced scorecard. Optional services include payroll, and employee hotline. Costs are a retainer plan with weekly on-site consultation and administration, continuous off-site support with full team assigned. Unlimited telephone and email consultation. 24 hour emergency contact. Recommended program cost \$30,000 annually with optional costs. Travel costs are built in and provided with annual projection of \$8640. Total \$38,000 annually. Optional plans at lower rates depending on your needs. Can start small and upgrade as needed.
- Jason Patin – what kind of cost savings with other cities?
 - Gregory Wilson – have not worked with other cities as yet, we do see a major cost savings with other agencies because of the programs we provide that smaller companies cannot get. Quicker development of programs. \$38,000 isn't enough to provide one HR coordinator where here you are getting a full team.
 - Jason Patin – ball park savings per company.
 - Gregory Wilson – generally legal counsel alone is \$300 per hour and we are packaging everything for about \$100 per hour. With

little or minimal administrative support we can provide all the functions you need.

- Jerry Taylor – seems that 25 hours per month of contact, am confused. Is it really 24 hour unlimited contact or is it 25 hours per year.
 - Gregory Wilson – 25 hours of solid management, research, development and unlimited general communications does not deduct from 25 hours per month.
- Steve Morgan – understand the technical expertise you are professing, but that doesn't account for personal attention that our people require.
 - Gregory Wilson – we can create a more customized program that provides you with a coordinator 5 days per week but will cost more. There are options that will add human contact. If we have someone on site one full day per week or two half-days per week and staff understands the schedule, it can be very effective. Think it can be done efficiently.
 - Steve Morgan – since we would be your first, how long would you say is fair assessment, if chosen, that you would come back with possible changes to the program to develop. You may come up against things you need more or less of and how long to make those changes.
 - Gregory Wilson – we have had about 50 engagements which all had expansion or contraction based on need. Generally there is 3-6 months to understand your perfect program. Always on-going and we believe 6 month maximum. Yes you would be our first city, but have gone into non-profits and other companies. HR is transferrable and is a matter of adapting to the environment.
- Chip Holloway – I would assume unlimited telephone and email would be extended as a hotline to employees?
 - Gregory Wilson – we do have an option for employee hotline where employee can call anonymous that would come to me and we would protect the employee and help resolve the issues with management and employees.
 - Chip Holloway – what is human performance management
 - Gregory Wilson – holistic program, how to best bring in the talent thru assessment testing, creating job descriptions that are legally compliant with key performance indicators and performance management and evaluation program. Leadership objectives. All integrated to look at objectives for department.
 - Chip Holloway – in the age of furloughs, we do some manual analysis of labor costs and efficiency. Is that operational productivity analysis for all departments including police officer overtime?
 - Gregory Wilson – that is not unusual, generally we phase into that process. First 3-6 months is to ensure basic compliance with state and federal laws, then focus matrix for productivity and cost savings.

- Chip Holloway – labor law and liability go with you?
- Gregory Wilson – our contract will hold us to all consultation that is sound and accurate. Beyond that, if you are not following the recommended changes then the liability is on the agency.
- Chip Holloway – will need references.

b) Creative Business Resources – Jeff Jamieson

- Did not show.

c) Employers Resources – Debra Burnett

- Debra Burnett – gave executive summary. Did a need analysis and designed a program specifically for you based on the information we received. Presentation covered proficiencies currently unavailable. Currently presenting to several cities at this time and program was developed to reflect the desires of the community and city. Developing a health and benefit plan that will reduce cost to the city. Workers compensation program is very good and recommend city keep the current program however the claims administration be brought into this program eliminating a third party administrator. Gave overview of agency qualifications. Each employee and supervisor may speak to any department at any time. Initial priority survey, don't just walk in and take over. Have to do a true evaluation that covers existing policies and procedures, documentation and work to update and become compliant. EDD and unemployment claims review, personnel file review and recommendations, job descriptions and compensation analysis, employee counseling and termination assistance. Remote assistance with liaison and on-site as needed. New hire documentation, and other mandatory forms standardized. Training/ administration on leaves. Sexual harassment training, manager training assistance, remote HR contact, Wage/Hour review; IIPP compliance with AB2774. Health benefits administration. Everything done in-house. Licensed brokers for workers compensation and health benefits. All health enrollment and processing handled in-house. Annual evaluations and proposals, employee direct contact and status updates. Benefits compliance analysis and COBRA administration. Supplemental Health Plans administered in-house. Safety and risk management training for OSHA compliance. Job Safety and risk assessment analysis by department, skill training evaluation loss prevention analysis, compose safety meeting reports emergency evacuation programs review. Works compensation claims administration. Phases of operation and transition timelines and implementation. Cost savings of \$26,000
- Herman Hernandez – health benefits broker. Practicality, employee being layed-off our department will work with him to provide greater service. All staff available and we were able to save about 20,000 in what you are paying for benefits right now, experiencing problems regarding doctors and clinics in this area, having a PPO that is self-funded means CalPERS

determines the network you use. Current self-funded program you have includes tiers that allow employees to shop for benefits. Once your employee goes to a local hospital or doctor is the doctor has the option to refuse the plan. These plans are accepted by local doctors. Because we do everything internally, we are able to provide all carriers and all plans. We estimate a savings of approximately \$30,000. Currently talking to Chula Vista and San José and have had calls from other cities.

- Steve Morgan – would like to understand why you feel we can do better than CalPERS. You're stating that we are overpaying and employees have fewer choices.
- Debra Burnett – thru our investigation is a lot of local doctors and clinics will not take that plan. In truth they don't take that plan because they don't make anything from that plan. Our plans eliminate that.
- Jerry Taylor – question is relative to attorney fees, you currently don't know what we spend.
- Debra Burnett – I estimated that you will save some attorney fees because if you have the expertise on hand, you generally won't call the attorney unless it is for labor relations.
- Chip Holloway – why did we summarily eliminate the concerns for payroll?
 - Tyrell Staheli – we felt we could handle in-house at more face-to-face
 - Kurt Wilson – payroll is a more stationary topic but HR requires constant updates and legal changes.
 - Chip Holloway – scope of services, why did Gregory Wilson come in so low compared to your plan.
 - Debra Burnett – probably the difference in on-site professionals, a lot of our services are available 24 hours as needed, don't put a dollar amount and are more than a consulting firm. We are not a consulting firm.
 - Chip Holloway – if we said we wanted you to rework the numbers to be more of a consulting firm would you come down.
 - Debra Burnett – how heavy do you need HR services, which would be known after the initial survey? We will design the program immediately, you are very busy people, and we want to give you what you really need. A lot of people say they need someone there more often, but you may not really need someone as often as you think. Numbers could drastically change.
 - Gregory Wilson – we are a consulting firm and are more on the transformational firm, can provide the functional program.

PUBLIC COMMENT

- No public comment was presented by members of the public.

ADJOURNMENT

- Adjourned at 7:39pm

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of March 16, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of March 16, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

Submitted by: Rachel J. Ford
(Rev. 6-12-09)

Action Date: April 20, 2011

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**MINUTES OF THE REGULAR MEETING OF THE
RIDGECREST CITY COUNCIL AND
RIDGECREST REDEVELOPMENT AGENCY**

**City Council Chambers
100 West California Avenue
Ridgecrest, California 93555**

**March 16, 2011
6:30 p.m.**

This meeting was recorded and will be on file in the Office of the City Clerk for a certain period of time from date of approval by City Council/Redevelopment Agency. Meetings are recorded solely for the purpose of preparation of minutes.

CALL TO ORDER – 5:30 p.m.

ROLL CALL

PRESENT: Mayor Steven Morgan; Mayor Pro-Tem Ronald Carter; Vice Mayor Thomas Wiknich; Council Member Marshall ‘Chip’ Holloway; and Council Member Jerry Taylor

STAFF: Kurt Wilson City Manager; Rachel J. Ford, City Clerk; Keith Lemieux, City Attorney and other personnel

APPROVAL OF AGENDA

Motion To Approve Agenda Made By Council Member Patin, Second By Council Member Taylor, Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

CLOSED SESSION – 5:30 p.m.

- GC54956.9 (A) Conference with Legal Counsel; Existing Litigation – City of Ridgecrest v. Benz Sanitation Inc.
- GC54956.9 (A) Conference with Legal Counsel, Existing Litigation – Eierman v. Stephen Morgan et al.
- GC54957.6 Labor Negotiations – United Food and Commercial Workers Local 8 (UFCW); Police Employee Association of Ridgecrest (PEAR); Mid-Management Group of Employees (MM); Confidential Group of Employees (CO); Management Group

of Employees (MG) – Agency Negotiator City Manager Kurt Wilson

PUBLIC COMMENT – CLOSED SESSION

No member of the public presented comments.

REGULAR SESSION – 6:00 p.m.

- Pledge Of Allegiance
- Invocation

CITY ATTORNEY REPORTS

- **Closed Session**
 - Ridgecrest v. Benz Sanitation – report received – no action taken
 - Eierman v. Morgan – report received
 - Due to time constraints, closed session was adjourned to after the regular meeting session.
- **Other**
 - Eierman v. Morgan et. Al – briefed public on history of this matter which was originally heard by court and city was sustained. This was an attempt to have it reconsidered, hearing was held on Monday and motion was denied.

PUBLIC COMMENT

- Tom Wiknich – did not attend last meeting as was out of town. Last meeting topic of RDA projects. Wanted public to understand opportunities to council and city over the next couple of years. Funding required for paving and maintaining every arterial street in Ridgecrest up to full standards. 9.3 million dollars of the 24 million received. Add to sewer lines and signage, Wal-Mart and corporate yard. All of these add up to 21 million, the new PMS study has new numbers and with new technology the price could be even lower. After correcting all of these there should still be remaining funds to repair the pool and other projects. Council has a lot of opportunity to make a commitment to put \$20 of the 24 million into infrastructure. Encourages council to put a philosophical statement to this effect. Is still critical about the cost of the concession at the ball fields. Need to see the requirements document. If you hire a consultant to design with a limit, he will design to that limit. Ask council to strongly consider a philosophical statement.
- Joe Conway – now that streets are deteriorating, will the streets have to be watered down to control dust.
- Al Huey – regarding RDA bond and concept of partnering with school district. Have concerns with this because of a partnership performing arts center. In past if community wanted a center such as this they raised funds and had the building

built with understanding that community could use at their convenience. That has now stopped. Be very careful in partnership with school district. Past issue of an 11 million dollar loan, paperwork could not be found. If partnership and generations later can't find the paperwork, each party would be saying something different. Also number one problem since being here is the streets. Topic of discussion is the Wal-Mart but has been for several years and still no ground breaking. Be careful in message being sent to the community, have real concerns with the amount stated to be spent on parks and recreation when we have concerns with streets and flooding. Be cautious on how you will spend this money.

- Mike Neel – addresses proposed spending of RDA funds, like to thank Mr. Taylor in voting against the issue and is ashamed that the rest of council supported it. Spoke of a list of projects which includes 11 miles of streets in town, this has been in council for awhile. 12-14 million for streets plus other items, this would get a majority of streets into decent condition. Hope council is listening to the public in getting the streets fixed and not upgrade the ball fields, fences, and lights. Every citizen in town drives on the streets and hope the streets get so bad that citizens would feel forced to vote on a sales tax to repair the streets.
- Mary Frost – when this bond issue went thru means taxes will go up. We have people who floated the bond because they believed we needed to fix the infrastructure. Now we have the other fluffy stuff. These funds are not for fluffy stuff, but to keep the roads going.
- Howard Auld – motivated to speak from reading latest newspaper about schools and city's situation and follow up on the city's desperate situation. A furlough, golden handshakes, staff doubling up on jobs, no filling vacancies is how this budget was balanced. Numbers for next budget are short for both the city and school district. Staffing cuts and service reductions will be coming. We as a city have to work together, council, college, school district, chamber of commerce, and economic development need to work together. We are a national defense support city, not the same as other military bases and we are integrated with the base. Started working on solutions, urgent that we correspond with senators and representatives to make them aware of the situation we are facing. Need to seek funding solutions and have done our homework when going into meetings. For the sake of future generations.
- Christina Witt – listening to budget and dire straits everyone is on. Few months ago worried about lights but now talking about revamping sports center. Community center was built by citizens. We could be spending money on more important things and get parents to assist with improving sports facility. The more the government pays, the less the community steps up to help. I want my lights on and streets fixed rather than a sports complex, the last rains destroyed Silveridge. Fixing the streets reduces claims. Not against a sports complex but

am against the government paying for it. If people want it then they should be willing to pay for it, not the government.

PRESENTATIONS

1. Mid-Year Budget Presentation FY2010-11

Staheli

- Tyrell Staheli – gave power point presentation of mid-year status of FY2010-11 budget expenditures and revenues.
- Kurt Wilson – current expenditures are less than anticipated because we don't let staff spend the funds. Staff is cooperating and making it work.
- Jerry Taylor – appreciate the things staff has been doing, are we going to adjust and let staff know where they are?
 - Kurt Wilson – since we have done it already we have no plans to make changes.
- Jerry Taylor – asked Tyrell to do a cumulative chart showing last year and this year.
- Jason Patin – question about the 18% parks and recreation expenditure, is that only expenditure or include revenue and does parks wash?
 - Correct
- Chip Holloway – can the chart separate parks from recreation backing out the revenue from the expenditure?
 - Yes
- Chip Holloway – On page 11 gas taxes, do you have a projection?
 - Tyrell Staheli – receive those from the county
- Chip Holloway – internal service funds – police percentage makes sense, why is public works so high
- Jerry Taylor – clarify parks and recreation, revenue v. costs programs and parks differences
 - Tyrell Staheli – parks is in the red but programs is neutral
- Steve Morgan – different pots of money and what they mean to the different funds, more definition and understanding would be helpful to the general public. We are not in the red.

PUBLIC COMMENT

- Tom Wiknich – need to challenge the programs being a wash, they don't all 'wash' and a blanket statement is not accurate. The general administration does not wash. Ponek and staff and maintenance for facilities costs the programs do not wash.
 - Chip – the way to get that to be lower is to increase programs and bring in more revenue.
- Mike Neel – general fund revenues page lists franchise revenues, trash and taxi, Mediacom, Edison. Would like to see a breakdown. Been told there is a franchise fee/tax levied on the wastewater fund. To my surprise the city is franchise taxing itself, is that a part of these numbers.
 - Tyrell Staheli – ½ of that is here.

DISCUSSION AND OTHER ACTION ITEMS

2. Discussion Of A Wal-Mart Letter Of Support For Access From Bataan Avenue As Recommended By Economic Development Committee McRea

- Jim McRea – gave staff report of recommendation from economic development committee to council to issue letter of support for an access avenue for bicycle and pedestrian access and vehicle access from Bataan Ave. to the new super Wal-Mart. Potential amendment to the development plan and other agreements.
- Steve Morgan – community development committee, city agreeing with other property owners that it is to benefit of both properties for access to be allowed. It makes sense to committee the access be granted, even though an issue between private property owners, it is in the benefit to the community and owners.
- Jason Patin – letter not meant to be demand or delay, just recommendation that in best interest of both parties that Wal-Mart consider at some point creating the access. Not meant to put further conditions on Wal-Mart and if this would delay the process then not in agreement. No delay to the project and no expense to the city.
- Jerry Taylor – Wal-Mart has submitted plans and paid fees?
 - Jim McRea – yes, several plans and permit applications have been submitted and paid.
 - Jerry Taylor – support the concept of what is trying to be achieved.

Public Comment

- Jim Falgetter – want to thank council for patience as we went thru this process, thank staff also. Can assure you as property owner, working hard to see what we can do to attract other large businesses to Ridgecrest

Minute Motion To Approve A Letter Of Support Be Forwarded To Wal-Mart Recommending An Access Way Be Added To Allow Pedestrian, Bicycle And Motor Traffic Access From Bataan Avenue To The New Super Wal-Mart Property Was Made By Council Member Morgan, Second By Council Member Holloway. Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

3. Discussion And Authorization Of A Letter Of Commitment For AMG and Associates LLC Low Income Set-Aside Housing Project And Recommendation Of Economic Development Committee McRea

- Jim McRea – gave staff report. This is one of three proposals being developed for senior low/moderate and professional affordable housing.
- Jason Patin – think would be beneficial to have AMG give presentation
- Alexis Devorgian – gave overview of projects developed in Ridgecrest and other cities. Planning process has been completed and has unanimous support and has developed a plan that will meet all requests of the planning commission and fire department. Have a plan in place to refund this loan. Gave debt on property numbers. Secured deed of trust to be paid over a period of time. Residual cash flow loan maturity over 30 years with 50% of cash flow going to each party. Have never defaulted on any development loans with RDA, cities, or states. We are ready to develop as soon as approved including street widening and improvements.
- Jason – 50/50 profits pay out and feel you will have a profit the first year?
 - Alexis – cash flow, first mortgage lenders are conservative so 20% of cash flow coming off property to be distributed at 50/50 to each agency. 4 million requests is to be able to show state we are serious about building this project, recognizing council could approve a lower amount we want to be able to go into this with best foot forward. Originally wanted a grant but re-did to be a loan to show state we are committed and to give us an edge in this competitive process.
 - Jason – 3% and 50/50 percent, can we amend these numbers?
 - Alexis – we are open to proposals, could increase interest rate but cannot go beyond an unreasonable rate for public agency.
- Steve – have a concern about the commitment. Was refreshing to hear people speak well of RDA funds and infrastructure. Each RDA has a 20% set-aside funds that must be used for housing, can't be used for roads, lights, sewers, etc. My overall concern is we have \$4million of set-aside funds, don't want to put all of our eggs in one basket. Couple other things is they are talking about paying us back, important but long term. This development is talking about return on investment on the entire 4 million dollars. More inclined to go 2.5 million and leave funds for other developing project, however these gentleman are talking about two phases for senior and entry level housing for young engineers. This

project does both and is encouraging. Meets requirements, can use deviated fixed route as stop for this complex, a lot of positives. Not against the project but am against the entire 4 million, 2.5 million at the most. Has a comment about the placement of the development, seniors do like being between a park and schools. Very please this is being presented.

- Jerry Taylor – is risk really risk, if project is approved at state level, no further risk to our dollars?
 - Alexis – correct, this is conditional commitment.
 - Jerry Taylor – if we lower the amount, will these number change
 - Alexis – no
 - Jerry Taylor – Mr. Morgan implied the second phase will be open to any age group?
 - Alexis – yes, entirely separate project
- Jerry Taylor – relative to 20% set-aside of 4 million, is this part of the TAB money?
 - Jim McRea - no, this is separate available for these types of projects
- Jerry Taylor – senior low income is needed here.
 - Alexis – reason there are two loans is because can use some of these funds road improvements, lighting, curb, sidewalk to improve infrastructure, also fees will be paid out of our total budget, can specifically allocate city's money for specific projects.
- Jerry Taylor – what is your timeline to getting state approval and breaking ground
 - Alexis – application deadline next week, potential award in 60 days and ground breaking approximately 3 months thereafter.
- Jerry Taylor – currently do not have the grading plan for streets and utilities in that area.
- Chip Holloway – last project did not start out as low/mod.
 - Alexis – had to go thru council.
- Chip – had questions pertaining to mortgage costs and number of units.
 - Alexis – committed to do 20 units as part of the 40 total.
- Chip – if assigning a cap rate to the property, what would it be?
 - Alexis – difficult because rent rates are restricted. Generally don't look at cap rates.
- Chip – cash flow projections and Performa
 - Alexis – Gary Parsons has them.
- Chip – costs reviewed, if contingencies not absorbed does it go to the city first?

- Alexis – will have to modify and less costs reduces equity.
- Chip – is this protected if RDA goes away?
 - Jim McRea – won't impact the agreement. Referred to High Desert Haven loans. This is a secured loan.
- Chip – interested in hearing where we could go with the 50/50 split. Would like agency participation for more projects in the future. Let us participate after the 15 year payoff, would you consider city's continued participation in the future.
 - Alexis – biggest hang-up is the total number. Would consider increasing percentage and paying city in perpetuity.
- Chip – if I knew the RDA was going for sure, might be willing to go all in, but at this time feel would be wrong to put all our eggs in one basket.
 - Alexis – want to go in as strong as possible, if council would consider alternatives like reducing the funding and building the other building under other county funding.
- Chip – talking about ACD monies?
 - Jim McRea – presented current information pertaining to ACD funds.
- Chip – we have been trying to access those funds for several years.
 - Alexis – we put a backfilling agreement, if city commits to funding, we would also submit to ACD for funds to backfill the city.
- Ron Carter – support the project but not the 4 million, concern with what state will do with RDA funding. Other proposal mentioned that State would take away our set-aside funds, if we commit to it and then state comes back and requests the funds what do we do.
 - Alexis – have discussed with our attorney's, because we are getting approvals before the abolishment of RDA then we are not concerned to the extent the state makes the determination then we would do whatever they say.
 - Kurt – that is not a proposal from the state. Still scrambling to get the 54 votes, there is language about timing and can't say with 100% guarantee that this will go at the state level.
 - Alexis – willing to live with whatever the state says same issue in other cities and our attorney's willing to work with yours.
- Ron – are these safeguards going to be in the letter?
 - Jim McRea – this is a letter of intent, but write the contract later
- Ron – does this letter commit us?
 - Jim McRea – state will award tax credits based on this letter, if at the last moment can't finish then state does not award the credits. Advantage in

participating. This evening they are asking for a letter of commitment so they can go request the funding.

- Ron – concerned we would have to take funds out of general fund to pay state.
 - Alexis – this is a conditional commitment that we have to bring back to council for document approval. State is fully informed. Second approval for DBA after State decisions.
 - Jim – comes back as owner participation agreement. Can't second guess the state. State may impact the project.
 - Alexis – commit that no proceeds come from general funds.
 - Kurt – in addition to other conditions, you would like a condition that would prevent general funds from being used.
 - Alexis – we will commit to not compel any use of the general funds.
- Jason – if we commit today, we give away our bargaining power?
 - Jim – letter of intent
- Ron – rather ask questions now because in the past it came back at us; don't want it to happen again.
- Jason – want to be clear what that letter means to us.
- Ron – no harm no fowl if we pass this letter
 - Alexis – not sure if we have the opportunity to discuss the amounts today, if the opportunity made we can have more clarity.
 - Kurt – asking to take a break to discuss with staff?

PUBLIC COMMENT

- Norm Stevenson – represent Pacific Development wrote a letter on February 9, 2009. Don't understand why Pacific was not invited. One of three participants invited how you can make a decision tonight without the participation of the other three. Letter of commitment is very powerful. Public needs to know everything. This development is on a major street at Downs near the ball field, charter school and other development. Not sure this is best location for senior development. Is there a traffic study and flood study? Marketing is not best for that site. There are three other participants who all need to be here when council makes the decision. Letter with Performa was sent. We are looking at borrowing 2.1 million and producing more houses. Agree with Mr. Morgan and other about not putting all eggs in one basket. Again think all participants needs to be here.
- Dave Matthews – when I found out about this project in newspaper had concerns. As a senior citizen, have to disagree with you about walk able. What is really walk-able to a senior citizen? Only 1 facility that is walk able, Howards mini mart. Not going to rely on transit system and can't afford a taxi. Senior center is over a mile away. Don't think this is a good location for senior housing. Other concerns are a lot of traffic on that street that needs to be improved, why

are we adding to the mess already in that location. Saw other locations referred to, not clear but don't think there is walk able shopping near them either. Planning commission needs to start looking at this. Would like to see demographics of other cities where seniors don't mind living near a school and ball field.

- Chip – don't want to make a decision tonight. Have we done an analysis for dollars per unit and housing studies? Are we behind on the allocations?
- Jim McRea – study developed by Kern COG doesn't have anything to do with the needs. A guideline of what we are supposed to meet, doesn't say we need those houses. Number we are cognizant of and try to get credits.
- Chip – only way we are trying to address that allocation is the low income housing loan program
- Jim McRea – gave explanation to why the other three programs were not invited. City does have adequate set aside to do two or three projects. Fund is currently approaching 5 million but have previous commitments for about 1 million.
- Jason – all developers have had a shot at this in the process, where in the process are the other companies? To my knowledge it isn't up to staff to urge companies to put in their projects.
 - Jim McRea – other three projects are not the same type of project, different utilizations with different timelines. Not a competition of who gets the money first, tax allocation deadline is April; specific development looking at funding that doesn't go to the state.
- Jason – have the other three started the process?
 - McRea – yes, tentative tract map and letters. Other two are proposals 1-3 months and not ready for funding recommendations.
- Jason – just wanted to understand, just timing that AMG happened to be here first.
- Chip – the 500k coming out of RDA and not set aside so if we fund this at 2.5 million, we would still have 2 million left.
- Ron – what type of commitment for other projects?
- Jim – outlined the commitments currently pending but projects have not come to fruition.
- Ron – if looking at all four, what is the total being asked?

- Jim – recommend 2 and 2.5 which diminish the possibility of award from ACD and may not get funded. If given 4 they have a higher chance of being funded.
- Jerry – when looking at these 4 projects, land write down clarification. May not need all four projects
- Chip – so some funds listed are not coming from set aside. One condition is a traffic study, if can't meet the obligations, then what?
 - Jim – traffic study won't address these issues.
- Jerry – traffic flow out of the school may need a median. Streets development is tied directly to project development. I like this project, not willing to allocate all of the money so others can do projects.
- Jason – if we have chance to get a return on the investment, if whole project goes bad then whatever funds used, we have security to cover it. This is only project brought forward willing to pay it back and work on the numbers, but still feel needs to leave funds for other projects.
 - Alexis – proposal willing to do 60/40 and amend proposed buildings to reduce by one building.

10 minute break

- 2.5 million from the set aside, reducing units to 32 with other 8 as different project. Move agreement to 60/40 and go to 4%.
 - McRea – if awarded tax credit program would come back with the owner participation agreement. Council would see agreement with highlights as a 40 unit project but 32 would be under tax allocation and the others under different funding source. OPA would be back once awards received from state and worked thru redevelopment committee. Promissory note and deed of trust.
- Chip – were agreeing to 60/40 now and they had indicated a perpetual agreement. Would this be done later?
 - Alexis – the 60/40 in perpetual makes it more difficult for us.
- Chip – after payoff then ratio be changes.
 - Alexis – 80/20 after payoff.
- Chip – how do we audit numbers?
 - Alexis – certified audit each year.

Motion To Approve Was Made By Council Member Taylor, Second By Council Member Morgan. 2.5 From Set Aside, 60/40 And 4% Followed By Perpetual 80/20 after Loan

Payoff and Certified Audit. Motion Carried By Voice Vote of 5 Ayes, 0 Nays, 0 Abstain, 0 Absent.

- Kurt Wilson – agreement will come back before council.
- Chip Holloway – can we get the 80/20 perpetual on the other 8?

CONSENT CALENDAR

4. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of March 2, 2011 Ford
5. Council Expenditure Approval List (DWR) Dated February 25, 2011 In The Amount Of \$562,161.34 Staheli
6. Council Expenditure Approval List (DWR) Dated February 28, 2011 In The Amount Of \$10,693.91 Staheli
7. Agency Expenditure Approval List (DWR) Dated February 25, 2011 In The Amount Of \$7,064.41 Staheli

Items pulled – none

Motion To Approve The Consent Calendar Was Made By Council Member Taylor, Second Council Member Holloway, Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent

PUBLIC COMMENT

- Robert Gould – advocate for poor beat up streets, encourage council to approve as much as possible to repair our streets. Other people and projects will be asking for money of the 24 million dollars which would be nice to have but encourage the bulk of funds will be allocated to the needs.
- Dave Matthews – tomorrow is St Patrick’s Day, if looking for corned beef and cabbage, knights of Columbus will be serving on west Ridgecrest blvd. On the 19th, St Joseph’s day, you get a choice of that or spaghetti and meatballs.

DEPARTMENT AND COMMITTEE REPORTS

Infrastructure Committee

Members: Steve Morgan, Jerry Taylor, Craig Porter, James Sanders
Meeting: 2nd Wednesday of the month at 5:00 p.m., Council Conference Room
Next Meeting: April 13, 2011

- Jerry Taylor – met last Tuesday, discussed bike stations on bowman channel bike path, resting locations. Explored street light savings plan. Update on PMS report. Discussed policy for half-street developments. Safe routes to schools in future meetings, downs street circulation,

Quality of Life

Members: Chip Holloway, Jason Patin, Craig Porter, Carter Pope
Meetings: 1st Thursday of every even month at 12:00 p.m.; Kerr-McGee Center
Next Meeting: April 7, 2011

- Jason Patin – last meeting cancelled due to lack of quorum

City Organization

Members: Ron Carter, Jerry Taylor, Lois Beres, Christopher LeCornu
Meeting: 3rd Tuesday of the month at 5:00 p.m.; Council Conference Room
Next meeting: April 19, 2011

- Jerry Taylor – Met yesterday and discussed council committees. Plan coming back later in workshops. Ideas discussed is eliminating council members from committees and using planning commissioners more.
- Ron Carter – appreciated discussions.

Community Development Committee

Members: Steve Morgan, Jason Patin, Christopher LeCornu, James Sanders
Meetings: 1st Thursday of the month at 5:00 p.m.; Council Conference Room
Next Meeting: April 7, 2011

- Jason Patin – met couple weeks ago and the topic of discussion was the housing project.

Activate Community Talents and Interventions For Optimal Neighborhoods Task Force (ACTION)

Members: Ron Carter, Chip Holloway, Ron Strand
Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-McGee Center
Next Meeting: May 9, 2011

- Ron Carter – shifted gears on this committee, originally was a support system for public, at that time focus was on part-time jobs and gangs coming into the community. These problems are no longer there, thanks to our police department. Now will focus on the Teen court which has funding problems and has 80% success rate. It works for first time kids

getting into trouble. Also talking about SARB and keeping kids in school and off the streets. Conflict resolution at Mesquite High School and CHAMPS program. This is all budget related and am requesting a line item in police department. Had standing room only, good turnout

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway, Jason Patin

Meetings: 1st Wednesday of the month, 8:00 a.m.

Next meeting: April 6, 2011 and location to be announced

- Chip Holloway – not met

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

- Steve Morgan – Kern COG meeting tomorrow night. Transit claims on the agenda. Item on SB325 which we passed a support resolution for which will be discussed by the COG. Also officer elections.
- Jerry Taylor – met jointly with Kern County, school district, college and navy for fiber optics along 395.
- Chip Holloway – accepted resource conservation district board member position. Working on a grant for the fiber optics. Current budget is zero and board may be in jeopardy.

CITY MANAGER/EXECUTIVE DIRECTOR REPORTS

- Invitation to select committee on high speed rails if going to be in Madera tomorrow.
- This Friday is solar park ribbon cutting at 9am.
- Committee structures discussion we have the opportunity to look at Ad Hoc committees. We had outsourced service presentations for you but now need to figure out the next steps. Challenging for most members of staff to have participation. Recommendation is to have next step taken by council members, two members with interest and want to move forward with a topic to get more information and decide which direction we should go. Staff support will be available but things would move faster if council.

Ad Hoc Committees established to research possible outsource projects and report back to Council:

- ❖ *Building Inspector – Steve Morgan and Jerry Taylor*
- ❖ *Grants – Chip Holloway and Jason Patin*
- ❖ *HR – Ron Carter and Chip Holloway*
- ❖ *Other – Jerry Taylor and Ron Carter*

MAYOR AND COUNCIL COMMENTS

- Ron – thank you to citizens, who came out and spoke with us, helps us in the decisions we make. Excited about government agency partnerships going on, good communication.
- Chip – want to congratulate little league teams that started play last weekend. Encourage citizens to attend and support our youth. Former council member wanted us to make a philosophical statement regarding RDA, in my mind there would be a ratio split and important to me is the return on investment for those dollars. Agree the majority should go to streets and believe the council is the same. The entire amount will not go to streets as there are other projects that have been neglected. On positive note, Red Fridays support our troops by wearing Red every Friday until our troops come home. Daily independent will begin recognizing groups who wear red every Friday. Chamber is on board and positive the news review will support.
- Jerry – great program, also attend the Seabees ball; there was a soldier in attendance who had volunteered for World War II. Opening days of youth sports, great events. Fundraisers, Burroughs is showing Les Miserable or the folly's are going on Saturday. Always something to do in Ridgecrest. Jason signed up for Navy League.
- Steve – Ridgecrest tax allocation bonds has support for streets. Very pleased, but want to remind public about 3 other items brought forward over the years, measure Q, N, & I which all included infrastructure projects and were voted down. We could have done a lot earlier with your help. Have concern, read in newspaper during baseball celebration, statement of pony division field being dedicated to Evan Etoch. Those fields belong to the City of Ridgecrest and this is the time to re-write that contract. That group needs to understand that we own those fields, even though we appreciate the help they give with those fields but changes need to go thru the city. Asking quality of life to bring forward a new agreement. Not saying I disagree with what they did but they need to ask permission. Also, city of Ridgecrest considers it a navy community; read in the paper that one of our local team members, NJROTC, is being disbanded. Will be looking into this, the numbers and staff position have been cut from the school district budget. Here are a bunch of young men and women who are supporting our community and doing the right thing, yet because of a bean counter in the department of the navy are being disbanded. I am going to work to change this. Meeting on Friday at 6pm to try and gain as much information as possible which will relay to council. Maybe I'm not thinking correctly, but you have a high school named after the first commander of the base and fight song is 'Anchors Aweigh' and not fighting for that program is incorrect. If I have to put together fundraisers to keep this program alive then I'll do it, these kids deserve our support.
 - Ron – agree and will help. Need to get a letter off to Kevin McCarthy.
 - Jerry – ask staff to reach out to Naval facility and get command support.

- Jason – baseball opening day, young girl singing national anthem, she froze up about 2 sentences into it. Soon heard crowd begin singing the national anthem with this little girl. Started with the players. This community lifts each other up. As for RDA bond funds, everybody knows we need to fix the streets, but there are other issues that need our attention too. Concerned with the parks issue, they are part of our infrastructure and we have to maintain them. Agree that a majority of the funds needs to go to streets but also need to focus on other infrastructure needs. Would like former council member to remember that he was on the council when those funds were first received. Also the partnering with the school district, don't know what happened in the past. Agree we have to be careful but are a good idea and plan. An opportunity to pool resources to support the youth of the community. Happy birthday to Steve Morgan and happy St. Patrick's Day. Thanks to Cathy Armstrong for the boutonnières.
- Chip – made special trip to testify in front of senate budget committee. Found out today Senator Rubio did a great deal of supporting China Lake and east kern, if anybody has time, send email Michael@change kern.org as he voted no on RDA abolishment. We need to give him our support.

Reconvened to closed session

ADJOURNMENT

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of April 4, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of April 4, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

Submitted by: Rachel J. Ford
(Rev. 6-12-09)

Action Date: April 20, 2011

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**MINUTES OF THE SPECIAL MEETING OF THE
RIDGECREST CITY COUNCIL AND
RIDGECREST REDEVELOPMENT AGENCY**

**City Council Chambers
100 West California Avenue
Ridgecrest, California 93555**

**April 4, 2011
5:30 p.m.**

This meeting was recorded and will be on file in the Office of the City Clerk for a certain period of time from date of approval by City Council/Redevelopment Agency. Meetings are recorded solely for the purpose of preparation of minutes.

CALL TO ORDER – 5:30 p.m.

ROLL CALL

PRESENT: Mayor Pro-Tem Marshall ‘Chip’ Holloway; Vice Mayor Jerry D. Taylor; Council Member Steven P. Morgan; and Council Member Jason Patin

ABSENT: Mayor Ronald H. Carter

STAFF: Kurt Wilson City Manager; Rachel J. Ford, City Clerk; and other personnel

TELECONFERENCE: City Attorney Scott O’Neill

APPROVAL OF AGENDA

- Jerry Taylor – procedural perspective – public comment during process will give public opportunity to speak during the meeting. Strategic planning meeting did not have interaction from public, want public to have opportunity to speak.
 - Kurt Wilson – because it is not listed on the agenda, does not prevent council from having public comment at anytime during the meeting.

Motion To Approve Agenda Made By Council Member Taylor , Second By Council Member Patin . Motion Carried By Voice Vote Of 4 Ayes; 0 Nays; 0 Abstain; 1 Absent.

SPECIAL SESSION – 5:30 p.m.

- Pledge Of Allegiance
- Invocation

PUBLIC COMMENT

- No comments made by the public

CITY ATTORNEY REPORT:

- Scott O'Neill – noted a conflict with two council members who have spouses employed with the City, proposed budget cuts may affect the employment of spouses thereby affecting the financial income of the council member. After discussion with attorney firm, determined that council members are able to segment budget sections discussions and those affected council members should excuse themselves and leave the room. When these specific discussions are over they may return to the meeting.
- Jerry Taylor – asked if this meant he would lose the ability to discuss entire department because one position has been eliminated.
- Scott O'Neill – stated that council is obligated to refrain from discussion or decision making that directly affects personal financial status, council still has to make a decision to approve budget as a whole.
- Kurt Wilson – noted this is a proposed budget and any changes made can be discussed.
- Jerry Taylor – asked if moving position would resolve the issue.
- Kurt Wilson – stated that department organization does not fall in council scope of responsibility.
- Jerry Taylor – asked if abstention would mean he cannot vote or discuss the entire city manager budget.
- Kurt Wilson – noted that division level discussion can be abstained and the remainder of the city manager budget can be discussed.
- Jerry Taylor – asked which division would be a conflict.
- Tyrell Staheli – identified division 4199 discussion.
- Scott O'Neill – Concurred with this action.

DISCUSSION AND OTHER ACTION ITEMS

1. Budget Presentation

Staheli

- Kurt Wilson – Gave power point presentation and asked council to refrain from questions until following the presentation to allow abstentions as needed. Department heads have prepared presentations and will present as requested by council. April 5 will be a continuation. Presentation will be on file in the Clerk's office.
- Presentation included:
 - Goals
 - Theme (more with less; short-term sacrifice for long-term; investing in workforce)
 - Big Financial Picture (National; State; Local)
 - Funding sources reviewed by Tyrell Staheli

- General Fund Revenue history.
- Special note was made of transfers of internal service funds into the general fund which accounts for increases in some budget line items and other being zeroed out.
- Departmental changes briefly noted
- Unfunded Requests
- Special Interest items
- Future Considerations
- Kurt Wilson – made special note that while proposed budget is balanced, it leaves general fund reserves dangerously low.
 - Recommended discussion points include discretionary funds; council fee override Kerr-McGee; city hall space rental; grants contract; Human Resources contract; Police Department Community Services Officer; Code Enforcement; Sister City; Signature Event; trash franchise fee/structure; ad hoc recommendations; training/travel increases; deferred maintenance; fee schedule adjustments; drop off center; roads; street lights; reserves.
- City Attorney is ending the teleconference and is available if needed to respond to questions

Public Comments/Questions

- Mike Neel – front of presentation economic conditions that fold from state to city, things aren't as pretty as stated from dais. Council check into this information. Housing crisis will continue, CPI is rigged to general public and unemployment is up around 20%. Ask council look at this more realistically. Other things counted on in past did not happen and this will be case in the future. Discussion points of discretionary funds, sounds like a slush fund so consider carefully.
- Jim Fallgetter – general statements, one thing have found tough has to do with layoffs of people throughout economy, and the trend we see in America to trash senior workers is a really bad omen for where we are headed. People are our assets and message sent is could be trashed in last few years of service to our city. really a bad thing to endorse and not look carefully at. Would rather see us look at non-personnel cuts (fluff) for instance, the lights. Be careful because sends bad message to the rest of the employees. Wants to discuss streets and poll.
- Jerry Taylor – interested in getting better insight to projections, including foreclosures and housing market. Want a sense of our local economy and if we have hit bottom yet. Other question would ask if we have contacted the navy for their local budget relative to employment projections. Ask staff to reach out to navy for this information.

POLICE DEPARTMENT BUDGET DISCUSSION

- Ron Strand – gave power point presentation (*copy to be filed with City Clerk*)
- Jerry Taylor – questioned the duties of a community service officer
 - Ron Strand gave classifications.
- Jerry Taylor – asked what the normal ratio of sworn officer to population and if the City used this statistic to staff officer.
 - Ron Strand – we are low in our ratio, stated you also have to take into account crime rate and type. Made special note of our location to courts and confinement facilities which takes officers out of patrol when transporting prisoners and attending court.
- Jason Patin – asked if staff is requesting council to increase the PD budget to staff a community services officer.
 - Ron Strand – this would involve an increase to the budget but would rather have current staff made whole and remove furloughs.
- Jerry Taylor – asked where the county was right now relative to hiring
 - Ron Strand – current salary is not competitive with county. Cost and time for training officers is not going to be returned for a couple of years.
- Chip Holloway – overtime still an issue?
 - Ron Strand – can control if we keep staffing levels up but becomes a problem when short staffed.
- Chip Holloway – would transcription service work?
 - Ron Strand – would not fit with fact gathering, better to have laptops with officers.
- Jerry Taylor – had discussion with Ron Strand regarding current department staffing chart. Noted he would like to have the total unfunded positions cost by department.
- Jerry Taylor – off-road grants, is there a 4-wheel drive vehicle in the future?
 - Ron Strand – currently have trailer and equipment but need a truck to pull.
- Jerry Taylor – purchase used and savings used for operations
- Chip Holloway – we can change the municipal code that would allow us to keep more of the revenue.
 - Ron Strand – revenue attached alters the community perspective.
- Chip Holloway – grant question, being written in-house. What is ratio of paid service vs. being written on their free time.
 - Ron Strand – have staff that is trained to write some grants on regular basis, however new grants may require more research.
- Chip Holloway – if we turn some of these to contractor we may lose the grants.
 - Ron Strand – correct, we have developed personal relationship with grant foundations that has assisted with attaining the grant.
- Jason Patin – code enforcement officer citations have possibility of funding itself, would it be beneficial to have another officer? Do we need another one?
 - Ron Strand – yes, but has not generated significant revenue at this time.

PUBLIC COMMENT – PD DEPT. PRESENTATION

- Stan Rajtora – article indicated \$35,000 city matching funds, is this correct.
 - Ron Strand – is not actual dollars, 'In-Kind match' of services and time which is given a dollar value but does not show as actual dollars coming from general fund.
- Jerry Taylor – PACT program also provides 'In-Kind' service to the city. estimated 12,429 volunteer hours last year which is significant.
- Chip Holloway – what is status on reserve officers?
 - Ron Strand – developing instructor staff and have donated excess equipment to college and hoping to do the classes beginning this fall. Level III class would allow reserves to work independent, right now our reserves are at Level II which allows working with a partner.

MIS DIVISION

- Craig Bradley – gave power point presentation (*copy to be filed with City Clerk*)
- Jerry Taylor – there is merit to have incentive fund per seat.
- Jason Patin – does all of the equipment need replaced
 - Craig Bradley – the top priority would be the financial system, desktop systems would start to affect staff performance and response times as these systems go down. Phone systems is the wildcard, it was a 5 year plan and is now 4 years beyond that time limit. System has paid for itself and there is a concern that if it goes we would be in the same position as we were before. Desktop costs are beginning to go up because all were purchased at the same time, however it is more cost effective to purchase in bulk rather than piecing together.
- Jerry Taylor – what is cost per seat you would like to see reserved?
 - Tyrell Staheli - \$7500 per seat annually.
- Jerry Taylor – when compared to navy service, budget made hard decisions to save costs and theirs is \$3700 per seat. Nice to provide quality service, but in these tough times need to reduce costs. When comparing public works budget to MIS budget, need to look at service level and costs seem extremely high.
- Chip Holloway – what was jump on phone this year?
 - Tyrell Staheli – had phone service split between two department, MIS & Parks, so we centralized into MIS.
- Chip Holloway – technology moves so fast, how can we expect you to analyze what's out there and keep up with technology. Do you honestly feel based on current work capacity, that you can analyze the system and have time to do this?
 - Craig Bradley – certainly, can assure you that I don't purchase anything for the city that doesn't have a return. You may not see it in the actual technology, but in the performance of staff which allows us to work short staffed. Could find time to research council requests.

- Steve Morgan – financial system upgrade, do not want to get where we were and don't want to go where we did last time. \$375K is projection. Review the critical need.
 - Craig Bradley – current system is no longer being produced, holds up financial department in being efficient. Supporting system is more expensive than going to a platform system. Problem before was loss of data which we eliminated by removing the data storage into a different storage, however if system breaks we may have data but may not have a system to put it on. Idea is to replace entire platform and new application that enhances everyone's ability to do job better.
- Steve Morgan – how often and can data be retrieved. If system crashed what would the turn around time be to replace with a new system.
 - Craig Bradley – don't currently have a plan, since money went away and technology changes, need to begin at stage one so estimate a short schedule of 6 months to research, purchase, and install new system.
- Jerry Taylor – page 90, MIS bottom line.
 - Tyrell Staheli – these are the overhead costs that will be MIS responsibility. Direct operational cost is the section above.
- Jerry Taylor – this is one area that feel staff should see options for contract. This is overhead cost that drains us in other areas, staff is doing a good job but perhaps there are other ways to share or drive down these costs. Also consider eliminating land lines in today's wireless services such as for detectives. Feel we need to take a serious look at this. Would not normally ask divisions to review outsourcing their own jobs but perhaps a local IT company may be able to look at this for us.
- Chip Holloway – Disney has outsourced IT and if good enough for them then we should look at this.
- Jason Patin – treat in the same way as we did HR and Grants.
- Jerry Taylor – not binding, information gathering

PUBLIC COMMENT – MIS

- Jim Fallgetter – doesn't hurt to go out and have free outside expertise, may find solution is some changes but keep IT in-house but never hurts to get new ideas. Using tapes for backup is scary. Think would be a great move to get the information.

FINANCE DEPARTMENT

- Tyrell Staheli – no major changes, some increases to training as there are compliance issues due to changing regulations.
- Jerry Taylor – increases to bottom lines.
 - Tyrell Staheli – these are the reallocations of the internal service funds which are now in the general fund.
- Jerry Taylor – asked about current staffing levels.

- Tyrell Staheli – realignment with growth options but no salary increase. Account Clerk I currently shared with MIS for secretarial duties.
- Jerry Taylor – have you had overtime issues
 - Tyrell – reduces proactive activities.
- Jerry Taylor – customer service, have you done a survey.
 - Tyrell – no
- Jerry Taylor – do you have mandates.
 - Tyrell – yes, and some training needed to ensure compliance with the mandates.
- Jerry Taylor – do we have development plans for people.
 - Tyrell – yes, we plan annually which training is required and additionally work on cross-training for emergency situations.
- Jerry Taylor – discussion of credit card fees and brinks costs. Need to discuss additional fees for the credit card service.

GENERAL GOVERNMENT

- Tyrell Staheli – this is similar to finance where ISF reallocations show. No other changes were made.
- Chip Holloway – travel and training budget, is this number good and have we exceeded this amount in past.
 - Tyrell Staheli – currently have 12,200 and have not exceeded this in the past few years.
- Jerry Taylor – asked what was included in dues and publications.
 - Tyrell Staheli – gave account information
- Jerry Taylor – recommend council eliminate health care cost for themselves in all forms. (cafeteria plan)
- Jerry Taylor – other professional services section of City Manager budget. What does this pay for? Additionally \$200k from ISF.
-

PUBLIC COMMENT – CITY MANAGER BUDGET

- Jim Fallgetter – base Beneficial Suggestion program. Perhaps similar program could be put into this process. People know where to save money. Raises the idea of people looking in their area for cost savings.

CITY CLERK/HUMAN RESOURCES/RISK MANAGEMENT

- Rachel Ford – gave power point presentation (*copy to be filed with city clerk*)
 - Council questioned types of duties and process to be conducted should they approve to move forward.
 - City Clerk assured council a full request for proposals would be advertised and bids would be interviewed prior to selection of a contractor to assume

human resources tasks. Not looking for consultants but actual administrators.

- Jerry Taylor questioned budget numbers.
- Jim Fallgetter – cautioned against outsourcing human resources.

DEBT SERVICES

- Jerry Taylor – reviewed and discussed Debt service interest we are paying for redevelopment agency.
 - Tyrell Staheli - Certificates of participation with guaranteed repayment. These were refinanced in 2005.

5 MINUTE RECESS

PARKS & RECREATION DEPARTMENT

- Jim Ponek – gave power point presentation (*copy to be filed with City Clerk*)
- Jason Patin – with regards to graffiti, who do complaints go to?
 - Jim Ponek – if it is a park or city property then the request goes to us and PACT assists with cleanup. Homes or private property goes to police. Cleanup is a combination of parks maintenance and PACT volunteers.
 - Jerry Taylor – email available which goes directly to PACT.
- Jerry Taylor – programs and competition with base programs. Do we have the market?
 - Jim Ponek – use of facilities, fees are being increased on the base so these teams have approached us for space.
 - Kurt Wilson – they are concerned that use level doesn't match so working on more accurate cost.
- Steve Morgan – Maturango Days cost of \$10,000, is that in-kind services or cash.
 - Kurt Wilson – this is actual cash in budget, past has been in-kind only.
- Jerry Taylor – all we did before was in-kind and that was ok?
 - Kurt Wilson – the history of this is debatable whether the in-kind was enough. The event is not going to happen this year.
- Jerry Taylor – so if the event isn't happening, should this amount be in this budget, what are these funds going to be used for and when do we really need to fully fund this event.
 - Kurt Wilson – there will still have to be additional funding source, in past individuals have donated out of their own pockets. This cost would be to cover necessary preliminary phases before the actual event.
- Jerry Taylor – with general fund balance being so low, doesn't make sense to budget this year if no event is occurring.
- Steve Morgan – direction to staff to present full report on what the \$10k for maturango junction will be used for and want to eliminate both sister city and youth advisory fundings.

- Chip Holloway – concur that sister city and youth advisory should be cut
- Jason Patin – sister city and youth advisory should not be funded at this time.
- Jerry Taylor – labor question regarding PERS
 - Tyrell Staheli – for miscellaneous employees PERS is 20%
- Jerry Taylor – Pinney Pool, where are we relative to getting consultant onsite to see what it will take to sustain the pool?
 - Jim Ponek – Public works and parks have been working on proposals from architectural firm to come to council in the near future. Cost to fix, build new, or something in-between.
- Steve Morgan – budget for additional security cameras for parks? Cannot continue to allow local vandals to go uncaught. Do not have dollars to waste staff and materials fixing what they are wrecking. Can't go as far as putting bounty on their heads, but need to find a way to do something more efficient in catching them. Want to hear recommendations on how we are going to start putting these people in front of a judge. Personally we should close the pool until the public is willing to tax themselves to fix that facility. Continuing drain on city funds and regardless of what we do with the TAB funds, we are going to get beat up by someone. Cannot continue to use that facility in it's current condition. Also talked about getting volunteers for medians, how are we doing with that?
 - Jim Ponek – goes in cycles, gave history of volunteer use in past. Currently working on county collaboration with community service workers.
- Steve Morgan – is there money in the budget for advertising push or do we have to rely on good nature of local media and public presentations to non-profits in the community. Example of median sponsorship.
- Jerry Taylor – good idea and will personally work with parks on presentations to non-profits.
- Jason Patin – security cameras on the parks, would that be an IT thing or shared.
 - Craig Bradley – do have a budget and equipment, however manpower for installation has been slow.
- Jason Patin – not in favor of closing pool but am in favor of putting it with infrastructure and TAB funds.
- Jerry Taylor – page 81, cost savings?
 - Tyrell Staheli – redistribution of funds.
- Jerry Taylor – have we approached DART to care for medians?
 - Kurt Wilson – current labor contracts prevent contracting out during furlough situations.

PUBLIC COMMENT – PARKS AND RECREATION

- Mike Neel – sister city should be cut as it has always been a one way street and Maturango Junction had a low turnout because of location and logistics. For city to take \$10k to subsidize a few small groups to sell their goods and advertise for non-profits, participation will not go up at that location. Not in favor of city using public funds to support a few select groups to sell their goods.

- Jim Fallgetter – requested a count from the pool and has concerns about the condition. Need a community pool.

COMMUNITY SERVICES

- Jim McRea – gave power point presentation (copy to be filed with city clerk)
- Jerry Taylor – on a good year will we balance out or will there always be a deficit.
 - Jim McRea – will always have some deficit, not significant
- Jerry Taylor – asked if a reduction of fee structure would stimulate construction
 - Jim McRea – might help, economic development impact fees are for capital improvements. School fees just went up.
- Jerry Taylor – thanked city planner for seminar to planning commission.
- Jerry Taylor – housing element reduction keeps us from doing what?
 - Jim McRea – may not receive some funding from HTD. Without updated housing element, large subdivisions would be under review but we do not have serious stream of tentative tract maps. If some of those from 2010 don't reapply these will stop.
- Jerry Taylor – staffing to remain consistent for the whole department.
 - Jim McRea – currently staffed and no planned recruitments or planned attritions.
- Jason Patin – planning tech was less than half time with relative low cost to city.
 - Kurt Wilson – city would have to fund the cost up front and hope to be reimbursed. City would still have to pay other costs like unemployment. College only paid 75% of hourly rate. Unemployment is 66% of wages for 2 years.
- General Discussion – Prop 22 and ERAF.
- Chip Holloway – how do we justify the position of economic development project manager based on the low dollars budgeted for economic development.
 - Jim McRea – have to go out and talk to commercial entities and help them look for opportunity sites and that is what a manager is to be doing. We have done that with reasonable success but none have come into the community.
- Chip Holloway – frustration is we have the position but can't afford to give him the tools to do the job, setting the position up for failure. Should we reassign that position? Insignificant amount of money has been budgeted for the past couple of years. Public wants every dollar of the TAB money to go to streets.
 - Jim McRea – we do keep in reasonable contact with regional developers, do participate in some economic development organizations. Super Wal-Mart will open up space in buildings. Relative assurance that once Wal-Mart begins construction then those agencies we have talked with may get off the fence and begin development.
- Jason Patin – if you have a position for economic development but not the tools, should we put funds into economic development. If we aren't willing to do things

to get them here then why are we funding the position. Have to pick which direction we are going, long term solution or short term fix.

- Jerry Taylor – struggling with the long term payback.
 - Jim McRea – pay back is in the tax structure. Gave examples of new hotels and TOT; movie theatre opportunity to increase sales tax.
- Steve Morgan – not one to worry about naysayers with the manager position because if you do nothing you continue to fall behind, and while you can't point to a number of successes, once you do have some successes which I believe Walmart will be one once it is constructed. However you see empty stores year after year, and when a store closes and you ask why the answer is always the same because people shop out of town. Would prefer to see current staff take a portion of their time to staff the planning intern position or want to see that position back in the budget or have a housing element.
- Jason Patin – want to see the planning move forward and would like to see the cost of the intern position. If going to keep the economic development position then we need to give him the resources to move forward.
- Jerry Taylor – when down to planning and economic development we have an imbalance, overstaffed in economic development and understaffed in planning. Concerned we aren't getting bang for the buck. Would like to understand the costs for the part time position.

PUBLIC COMMENT – PUBLIC SERVICES

- Jim Fallgetter – have tried to make contact with economic development manager for five years but never received a return call. Comments from the manager was he knew about my issue and did nothing and personally told me 'NO'. Switch the money to the other side where it would be better used. Developers do track Wal-Mart and planning can help. Don't put the lack of success to a lack of ammunition; put your money where the action is. Support the intern idea from the college.

PUBLIC WORKS

- Dennis Speer – gave power point presentation (*copy to be filed with city clerk*)
- Jerry Taylor – discussion of Street Gas Tax fund and TDA Article 8 totals.
- Steve Morgan – believe there is no need for transit coordinator and position should be eliminated.
 - Dennis Speer – that person is administrative liaison between all federal and contract and compliance issues.
 - Kurt Wilson – because of the nature of the funding the position is vital.
- Jason Patin – with all federal mandates is funding supplied by the federal government?
 - Dennis Speer – no, these are unfunded mandates.
- Chip Holloway – went from public works supervisor to maintenance coordinator.
 - Dennis Speer – correct

- Jerry Taylor – how many of these persons are mechanics working on heavy and light vehicles.
 - Dennis Speer – correct
- Jerry Taylor – did not see anything pertaining to shared cost such as equipment.
 - Kurt Wilson – discussions are ongoing but nothing settled at this time.
- Jerry Taylor – given this budget makes no capital investments, hope we can get to the joint agreements before next year.
- Jerry Taylor – professional services request is for what?
 - Dennis Speer – advertising and marketing campaign for deviated fixed route.
- Jerry Taylor – are we really spending it this year, the current budget has \$15k to carry forward for next year.
- Jerry Taylor – small tools and minor equipment. Might be a replication and not needed for this budget.
- Jerry Taylor – thought didn't need new vehicles, but see funds here.
 - Dennis – these are for two busses and may not fit in garage.
- Jerry Taylor – fleet maintenance increase.
 - Tyrell Staheli – will have to check the fund.
- Jerry Taylor – Admin Allocation for overhead?
 - Tyrell Staheli – correct
- Jason Patin – clarify improvements for corp yard are being funded both by RDA and general fund.
 - Kurt Wilson – some improvements cannot wait for TAB monies.
 - Jim McRea – want to spend all gas tax funds first, then TAB money and general fund last.
- Jerry Taylor – glad to see doing micro paving maintenance of roads, would like to see more.
 - Dennis Speer – next project in this year's budget is chip/seal complimenting Upjohn widening.
- General discussion – methods of paving.

PUBLIC COMMENT – PUBLIC WORKS

- Stan Rajtora – heard presentation allude to new PMS study, but didn't hear that the report was recommending we spend a certain amount of money this year with renovation of the roads, if we are \$60 million in arrears on street maintenance, this budget is well below the roughly \$3 million that I was anticipating hearing. What was the dollar figure the PMS recommends as a beginning basis to get us up to standards on the streets.
 - Dennis – recommended annual maintenance is \$2.5 million to get current roads up to 60% adequate PCI. Report will be available at infrastructure meeting next Thursday.
- Stan Rajtora – have no problem with dropping down the percentage which is still better than what we have. Public should know what the budget should be at to get us where we need to be and then they can better understand why we are

behind. Also there has been ongoing study of sewer lines and don't see this addressed in the presentation.

- Dennis Speer – study will be finished with GIS mapping, proposal is being prepared for attorney review and then will come back to council for approval. Will be tied into camera survey of sewer lines.
- Stan Rajtora – cost of this study?
 - Dennis – need this mapping first with overlay to tie into overall study.
- Stan Rajtora – going to have problems in the future and was expecting to see funds budgeted to help take care of those problems.
 - Dennis – wastewater does have a reserve to take care of emergency needs. Entire collection system.
- Mike Neel – regarding wastewater, don't understand on page 52 the wastewater franchise tax that has been assessed over a number of years. Listed as an enterprise fund and not to be in the general fund. Not municipal code provision for franchise tax and why this amount. Would like to understand this.
 - Kurt Wilson – can't speak to the historical but the proposal in the current budget is zero.
- Mike Neel – that process is illegal and other cities have been taken to task for that, unfortunately we have lost a lot of funds that should have been in the wastewater fund.

CURRENT ACTIVITIES

- Chip Holloway – currently have 3 adhoc committees for 3 items (HR, Grants, Building Inspector) and the other group to discuss new recommended options.
 - Kurt Wilson – need formal direction from council before going down the road this proposed budget outlines.
- Jerry Taylor – relative to building inspector was in the term of having more control rather than saving money. Quality of service to people. From my perspective there are a lot of things discussed, expect we capture from the list on recommendations and review.
 - Kurt Wilson – depending on how soon you have the adoption vote, you could do the adoption can come up with a listing reminding of which recommendations were suggested. Can have a list tomorrow that captures what you want from the budget.
- Jason Patin – will go thru this budget tomorrow before we see the list and may have more to discuss.
 - Kurt Wilson – we are fine with council choice. Can bring a list and work thru that with the budget document before you.
- Jerry Taylor – document stays as is until we go line-for-line. Want to see department's individual recommendations for their budget.
- Chip Holloway – this current budget has general fund reserve of \$500k. less one time funding.
- Kurt Wilson – we are at a standstill until we get direction from council.

- Jerry Taylor – with just consent calendar for Wednesday, is it necessary to meet tomorrow.
 - Kurt Wilson – it has been extremely difficult to match schedules.
- Jerry Taylor – notification of moving money movements be given to council at regular council meetings.

PUBLIC COMMENT

- Howard Auld – what I am hearing is that we are continuing to be reactive to what the situation is, don't expect the future to have any more help. For two years have made presentations to this group but have not received support from council on what to do. March 14 had meeting with Mayor and City Manager and had a letter requesting meeting with Congressman McCarthy for city, school, and college. Can't stand idly by and simply react to the amount of money we are going to get. One strategy discussed is focusing on solutions rather than why we aren't going to get any money. When he agrees to meet, we need to know how much money we are asking for. Probably talking about \$15million to help with reserve and schools. This will build case and give him an idea of what we need. Working to see if this can happen, but looks like if he can't come to us we need to be proactive and go to him regardless of location. Let's go make this case to him. Willing to donate \$1000 of own money to help fund the trip. If not Kevin then go to Boxer or Feinstein. Let's find solutions. I as a citizen write a letter it doesn't have the same impact as the council as a whole.
 - Chip Holloway – have been working with china lake alliance but Kevin hates earmarks and we are working on finding a different strategy than used in the past.
 - Jerry Taylor – election issue, best year is 2012, ask us to plan for a TOT tax for the November 2012 election.
 - Jason Patin – with regards to TOT, think this is better for 2012 election allows us time for education purposes.
 - Kurt Wilson – gives a chance to really find out what the people want.
- Ann Taylor – I am here tonight to advocate retaining my position in the proposed budget. I have been employed with the City full-time for 25 years and I have an additional 10 years part-time prior to that –totaling 35 years. I began in 1976 as a part-time employee at the rate of a \$1.98 per hour, and currently hold the position as Administrative Analyst III, of which grants, research analysis, compliance for grants, the SCE partnership account for 1/16th of my job description. I have captured for the city over the last 6 years a total of \$1,766,537 averaging \$294,423 each year. These revenues have been separate from those in education, energy efficiency products for residential and commercial through the SCE Partnership, which continue as additional monies. Last Thursday, I secured \$36,000 for two vehicles for the Police Department and was informed later that day that my position had been removed from the 2011 –

2012 Proposed .Budget. During my tenure, I have enjoyed working for the City; have been very dedicated, loyal and hard-working. I am requesting that you consider keeping my position in the budget at this time

CLOSED SESSION

GC54957.6 Labor Negotiations – United Food and Commercial Workers Local 8 (UFCW); Police Employee Association of Ridgecrest (PEAR); Mid-Management Group of Employees (MM); Confidential Group of Employees (CO); Management Group of Employees (MG) – Agency Negotiator City Manager Kurt Wilson

REPORT OUT OF CLOSED SESSION

- Report given to council, no action taken

ADJOURNMENT at 12:44 am

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT: Minutes of the Regular City Council/Redevelopment Agency Meeting of April 5, 2011
PRESENTED BY: Rachel J. Ford, City Clerk
SUMMARY: Draft minutes of the Regular Council/Redevelopment Agency Meeting of April 5, 2011
FISCAL IMPACT: None Reviewed by Finance Director:
ACTION REQUESTED: Approve minutes
CITY MANAGER 'S RECOMMENDATION: Action as requested:

Submitted by: Rachel J. Ford
(Rev. 6-12-09)

Action Date: April 20, 2011

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MINUTES OF THE SPECIAL MEETING OF THE RIDGECREST CITY COUNCIL AND RIDGECREST REDEVELOPMENT AGENCY

City Council Chambers
100 West California Avenue
Ridgecrest, California 93555

April 5, 2011
5:30 p.m.

This meeting was recorded and will be on file in the Office of the City Clerk for a certain period of time from date of approval by City Council/Redevelopment Agency. Meetings are recorded solely for the purpose of preparation of minutes.

CALL TO ORDER – 5:30 p.m.

ROLL CALL

PRESENT: Mayor Ronald H. Carter; Mayor Pro-Tem Marshall 'Chip' Holloway; Vice Mayor Jerry Taylor D. Taylor; Council Member Steven P. Morgan; and Council Member Jason Patin

STAFF: Kurt Wilson City Manager; Rachel J. Ford, City Clerk; and other personnel

APPROVAL OF AGENDA

Motion To Approve Agenda Made By Council Member Patin, Second By Council Member Morgan, 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent

SPECIAL SESSION – 5:30 p.m.

- Pledge Of Allegiance
- Invocation – Steve Morgan

PUBLIC COMMENT

- Stan Rajtora – alluded that tonight would not be going over some of same issues as last night, have questions:
 - Gas tax fund pg. 19 large carryover
 - Wastewater enterprise fund, 908k transfers out.
 - Sewer fees in ordinances, can't find the accounts.
- Ann Taylor – I appreciate your time last night to express my concerns regarding the removal of the Administrative Analyst III position. I want to take this time to

clarify for you under the current existing guidelines and policies; I would be unable to move into any other opposition within the city under the so called “Bumping Rights” I feel I need to advocate for myself by making it clear to you that if the Administrative Analyst III position is removed from the budget as proposed it will result in the city terminating my employment through no fault of my own after 35 years of service and within 2 years of retirement. Thank you for hearing my concern.

DISCUSSION AND OTHER ACTION ITEMS

1. Budget Presentation

Staheli

- Kurt Wilson – recap of progress and presentations from April 4 meeting. Outline for tonight to go over direction to staff and try to answer.
- Tyrell Staheli – Stan Rajtora gas tax transfer, more revenue than anticipated which will carry over into next fiscal year. Wastewater fund is showing actual cost and what was cut was the franchise fee. Sewer fees account lines identified to the public. Concern is to not co-mingle the funds. Internal accounts are kept separate in the accounting system and controlled by code.

General discussion – order of the meeting to follow the list as generated yesterday.

- Jerry Taylor – unfunded staffing costs by department. Would like to see the order of unfunded most important items.
 - Kurt Wilson – staff portion is very different from what is in the proposed budget and may be an awkward overlap.
- Jerry Taylor – thru the process, priorities were established and some funded items may not have been the department’s priority. Of the remaining unfunded items would like to see each department’s top three priorities.
- Steve Morgan – of those, would like to have these listings to keep in mind what is still out there. I am assuming that number one of CED is the housing element, but that may not be the case. If these departments have a one or two and really is unfunded just want to know.
- Jerry Taylor – this is something that can be worked on at another time, wasn’t implied we would fund them but was a data gathering for what is still out there
- Ron Carter – city manager gives us a memo of each department and maybe takes another step to do an overall priority list.
- Jerry Taylor – just trying to get a synopsis of what was important for each department. Additionally that it is possible that nothing on the list will be funded

but will understand the list and should funds become available or budget cuts we can have something to debate.

- Ron Carter – even without this can pass a budget
- Chip Holloway – item 2 of the list is research only, doesn't hinge on passing the budget
- Jerry Taylor – item 3 – that is more in-depth study from council members in the mini Ad Hoc groups and work on for month of April. Requests for information and other data and if is cost effective may come back with amendments.
- Jerry Taylor – item 4 is a way to increase general fund reserve. These are not a time to retract too much but concerned and thru out as an idea like many other ideas.
- Steve Morgan – could take it or leave it. I take it and pay a lot of my out of town expenses on city travel.
- Ron Carter – this is up to individual council members to volunteer or not.
- Jerry Taylor – everyone's situation is different and in negotiations with employees, interested in showing a spirit of cooperation. Would like to shelve this for now
 - Kurt Wilson – since this is a voluntary process, each could give or take at your request.
- Jerry Taylor – Item 5, what does it pay for
 - Kurt Wilson – any number of services which cannot be anticipated such as outside investigations.
- Jerry Taylor – had been zero but now has funds.
- Steve Morgan – are those items that would come back as a report to council as an unknown expense
 - Kurt Wilson – depends on the nature, anticipate some items in the next 15 months expect to come back to council at some point.
- Steve Morgan – what is that?
 - Tyrell – to cover council directions that do not fall into a specific department such as trash.
- Steve Morgan – things you are working on for us that need outside services.

- Jerry Taylor – reviewed several other professional services in council, city manager, and other budgets.
 - Tyrell – same numbers at today but moved from page 92 to the general fund. Projections at this time.
 - Kurt Wilson – near process likely to need funds for RFP and trash.
- Jerry Taylor – HR would be in HR.
 - Kurt Wilson – the funds for HR have been budgeted but the cost for RFP and expenditures to get the contracts are under council.
- Jerry Taylor – item 6 clarification of RDA
 - Tyrell – gave explanation
- Steve Morgan – Item 7 Maturango Junction report to understand why \$10k has been budgeted. Want to know the total cost for this event.
- Ron Carter – think need more than 10k as last year was done by volunteers. One person spent own money and has asked city to take over. Originally recommended 20k to cover all costs. Want this to grow and ‘seed’ money will bring in live bands or other entertainment to help this grow. Wasn’t anything in this year’s budget? Happy we have something but not sure if is enough. This year cancelled due to Navy celebration and originally thought would benefit us but after reviewing felt this would not be the case. Concerned with time to put together and recommend we fund and get committee together to begin organization for next year.
- Jason Patin – asked Mr. Jim Ponek about last year’s participation as in-kind
 - Jim Ponek – last year was in-kind
 - Peggy Breeden – not sure what you are asking because didn’t have specific costs. One individual paid \$7k and chamber paid \$4k. largest cost is insurance and car sale did not work out at location. Looking for support to help augment the event. Had 83 vendors last year and 27 were non-profits? Concerned they would want to participate with Navy. Decided to put Junction off for this year which would have been the 37th year. Cancelled once to avoid conflict with fair and following year was better. In general those were the costs that did not cover in-kind services.
- Jerry Taylor – some discussion was phasing, when you need the money. How much is really needed prior to end of June 2012 for October 2012 event.
 - Peggy Breeden – looking for a know band but remaining expenses are not incurred until the event date.
 - Jim Ponek – down payment for band and looking for another draw to be held inside Kerr McGee connection with Maturango Junction

- Ron Carter – promoter suggested this as fundraiser to assist veterans programs. Find a way to entice bands to come here over somewhere else.
- Jason Patin – if not having the event this year, why budget funds. What I'm hearing is to put money there to begin down payments for groups.
- Jerry Taylor – do we have number to lock in the band?
 - Jim Ponek – band cost between \$10-100k. if find band for \$40k then go out and find sponsors to fund the balance. Planning ahead for next year. If have some in this budget and more in next budget combined with sponsorship then big goal.
- Jerry Taylor – free to public?
 - Jim Ponek – ideas of fencing off park and possible fee for band.
- Jason Patin – idea of seed money, have event that will I put money back into city and eventually generate revenues to pay for the event in future years.
- Jerry Taylor – concern about not having agreement of what we are committing to. Non-refundable deposit locking in a band and then not being able to fund the balance.
 - Peggy Breeden – intent is not to have city fund the long term. Intent is to ask city to do short-term and money grown to fund itself. Intended to have a Pow-Wow which is a large revenue provider. People coming in to stay in hotels and buy food. Band proceeds can come from public; already have someone willing to put up 10k if we get a good band. Want a band so people outside community will come.
- Jerry Taylor – asking staff and committee to bring back a business plan, more substance than tonight. Want to understand our commitment before writing the check. Want to maintain credibility for council.
- Ron Carter – this fits into community requests for signature event.
- Jerry Taylor – would personally prefer from budget standpoint is leave at \$10k and if need to increase later after business plan.
- Steve Morgan – appreciate explanation, do have suggestion for Mr. Jim Ponek, need to figure out better traffic flow plan and walking distance for some people. Also interested in what is intended for Kerr McGee center and suggest talking to people because this is opportunity to take another struggling event like health fair inside with vendors outside, double volunteers and effort may be great value to this program. Talk with USO building and get people going from place to place.

- Jerry Taylor – desert orchestra in the park, full weekend event with multiple reasons to be in the area.
- Jason Patin – want to give credit to those involved in the event and committee did meet afterwards to address concerns.
- Steve Morgan - Item 8 did receive report from Mr. Bradley
 - Craig – it is in this budget to provide cameras and next year is to provide seat costs.
- Ron Carter – sister city problem was chartered by city and is a city event. Is unfair for put small group of volunteers to carry this event for city. need to fund or eliminate by documents necessary. Was embarrassed with presentations. If can't fund then should not be involved.
- Jerry Taylor – not my understanding, thought was a primary organization that runs their program. Not supportive of using taxpayer dollars in support of sister city.
- Chip Holloway – big supporter of sister city but also told them and gave plenty of warning that we could not fund in the budget. They initially said they would do funding. If we turn around and support them when an individual did give them \$2k then we do them a disservice. Have concerns with local organization. Options given are extremes. Have been with city for 35 years and council should be willing to help with fund raising efforts but not willing to use public funds for this program. Think this is a positive relationship but not willing to expend \$2k for support.
- Ron Carter – same situation with Maturango Junction. Current economic times and low volunteerism. Don't want to be embarrassed like last year and if city can't contribute \$2k then need to do what is necessary to separate from the program.
- Jason Patin – last year was zero and prior was funded by city. need to make some type of decision out of fairness to organization. Can't leave them hanging. A city event not being supported by the city is no longer a city event. Last year they got lucky and someone funded it for them.
- Jerry Taylor – lack of support from citizens compared to Maturango junction.
- Jason Patin – just saying need to decide what we are going to do and let them know what is going on.
- Ron Carter – hate to lose this program over \$2k.

- Steve Morgan – do agree that need to decide whether to pull charter and while Tepatitlan is involved, we are not and feel this should be cut from the budget.
- Ron Carter – youth advisory needs some type of budget to continue activities.
- Steve Morgan – Jim Ponek find it in his budget.
- Chip Holloway – agree with you, teen court comes from Police budget.
 - Kurt Wilson – sister city fund or not?
- Jerry Taylor – no
- Chip Holloway – not this year but not pull charter
- Steve Morgan – no
- Ron Carter – yes
 - Kurt Wilson – not funding this year and will have to review requirements for charter.
- Jason Patin – can't take credit for event but not funding?
- Jerry Taylor – not willing to spend city funds or time
- Ron Carter – is a city program and function. Not fair to say we are going to wash our hands over \$2k. surprises me. Don't want responsibility if not going to fund.
- Jerry Taylor – doesn't want to fund and will vote to abolish charter if bound to do so. This has been issue for long time
- Ron Carter – symbolic from small group of people.
- Jerry Taylor – comments from my acquaintances
- Ron Carter – citizens I work with want if funded.
- Kurt Wilson – sister city out
- Kurt Wilson – youth advisory line item goes
- Jason Patin – whose budget is that in?
 - Tyrell – special revenue account.
- Chip Holloway – question Kurt Wilson about \$10k discretionary funding for council members can pay for both.

- Kurt Wilson – both items will be eliminated at this time.
- Jerry Taylor - Item 7 mechanic cost comparison for data purposes only and comparison with other shops.
 1. police number 1 is code enforcement and second is 2 community services officers
 2. Community development number one is planning intern at \$8500 number 2 is housing element \$45k and third is zoning ordinance at \$55k
 3. MIS number one is financial system \$350K, second is desktop replacement \$150k; third phone \$175k
 4. P&R one is p/t maintenance employee \$30k; second Kerr McGee chairs \$35k; third re-carpet \$35k
 5. PW one is striping \$75k discussion of striping highlighted regulation changes from oil base paint to water base paint. Currently using best paint available.) second rubber tire roller \$40k; and third underground
 6. Finance first financial system; restoration of account clerk I to 100% finance (currently shared as secretarial duties for MIS).
 7. Clerk first is Codification of code and second is p/t staff member
 8. City Manager first beefing up analysts positions \$120k, \$1,445,000.00 total
- Chip Holloway – get committees moving as quickly as possible
- Jerry Taylor – requesting notification to council when budgets are moved from one department to another.
 - Ron Carter – is that really needed, it's getting into micromanaging
 - Jerry Taylor – council establishes the budget and sets policy and if staff deviates from that. Asking we be notified, not the checker. In fairness to Mr. Staheli with current financial system cannot do more frequent reports so alternative is city manager to notify council such as when one person exceeds their budget and has to borrow from other accounts then feel we should be notified.
 - Steve Morgan – we approve a budget for each department and the city manager watches over. Department heads get authorization from city manager. But do not authorize transfers from one budget to another we should be notified. Agree with Mr. Taylor in notification process.
 - Chip Holloway – goes back to past individuals and multiple complaints from department heads, not a reflection of current staff but past monies appropriated was not given. This would prevent problem from happening again.
 - Jerry Taylor – not an issue of trust but a method for limited financial system which prevent monthly budget status reports. Not asking for preapproval, just a city manager report.
 - Jason Patin – if something changes we have already approved we need to know. Ultimately we have to answer to public.

Steve Morgan, Jerry Taylor, Jason Patin, and Chip Holloway gave allocations of \$2,000 back to general fund for total of \$8,000. Ron Carter kept \$2,000 for community concerns.

Kurt Wilson – gave wrap up.

1. Removal of \$2k funding for sister city
 2. Removal of \$2k for youth advisory
 3. Addition of resolution language section 2
 4. Adjust discretionary fund from \$10k to \$2k
 5. Move public works funds for lifts to vehicle repair line item.
- Jerry Taylor – question of public works and lifts, should still be in budget
 - Dennis – is for the lifts on busses and has rolled as we are continuously having reoccurring problem with lifts on the bus. All busses equipped with same lifts.
 - Jerry Taylor – this should be vehicle repair and should be moved.
 - Jerry Taylor – not ready to vote on this budget tonight. Expectation could wait until tomorrow night to finish budget.
 - Steve Morgan – would like to wait but do have comment. In this budget talking about possible contracting out but want to see RFP and have interviews to make sure exactly what we are getting before actually contracting.
 - Jason Patin – piggy back on that comment, severity of unemployment for individuals. Don't see rush to adopt tonight as several things want to look at, gun shy about eliminating positions without documentation. Can't guarantee would be ready to adopt tomorrow night. Want to make sure and lives are affected. Need more information.
 - Ron Carter – prefer to pass tonight as a living document, will have to look at again with state decisions, important for staff to continue and move forward and can be brought back to council as needed.
 - Chip Holloway – questions won't change overnight but staff needs to check numbers and get a full night's sleep before making decisions.
 - Jerry Taylor – only saying let's get real on timeline and discuss tomorrow.
 - Chip Holloway – would rather be in this position of being early on budget than have in past.

- Ron Carter – any changes made before passing the budget will have ripple effect.
 - Kurt Wilson – my preference is to have council vote when they reach their comfort level, not pressure to move forward when there are still concerns. Depending on ultimate vote could be personal impact for individuals and want to try and minimize impact and limit amount of time their uncertainty takes place. As soon as we are at point everyone is comfortable that is when I request you move forward.

- Ron Carter – assuming might pass tomorrow night.

PUBLIC COMMENT

- Howard Auld – this is huge subject, looking at certain documents city has \$21.5 million audit report what amounted to leaves a \$1.4 million deficit. Once state budget happens may cause deficit to become larger. One number stands out is the overall expectation of revenue is \$32 million and \$22 million expenditures so a \$10 million balance going to reserve. Is that correct?
 - Kurt Wilson – process is correct but those numbers are uncertain to source of numbers. Daily independent report.
- Howard Auld – last night discussion of letter for congressman McCarthy, listed participant for the proposed meeting to discuss options to solve our problems. Would be advisable to have preliminary meeting to come up with numbers. Bill Thurm instructed us in the same at every meeting.

- Barbara Auld – personal note, if hands are over mouth, those of us who have trouble hearing can't hear you. Movements of head away from microphone, keep hands down. thank you.

ADJOURNMENT at 7:35 pm

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT: Minutes of the Regular City Council/Redevelopment Agency Meeting of April 6, 2011
PRESENTED BY: Rachel J. Ford, City Clerk
SUMMARY: Draft minutes of the Regular Council/Redevelopment Agency Meeting of April 6, 2011
FISCAL IMPACT: None Reviewed by Finance Director:
ACTION REQUESTED: Approve minutes
CITY MANAGER 'S RECOMMENDATION: Action as requested:

Submitted by: Rachel J. Ford
(Rev. 6-12-09)

Action Date: April 20, 2011

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**MINUTES OF THE REGULAR MEETING OF THE
RIDGECREST CITY COUNCIL AND
RIDGECREST REDEVELOPMENT AGENCY**

**City Council Chambers
100 West California Avenue
Ridgecrest, California 93555**

**April 6, 2011
5:30 p.m.**

This meeting was recorded and will be on file in the Office of the City Clerk for a certain period of time from date of approval by City Council/Redevelopment Agency. Meetings are recorded solely for the purpose of preparation of minutes.

CALL TO ORDER – 5:30 p.m.

ROLL CALL

PRESENT: Mayor Ronald H. Carter; Mayor Pro-Tem Marshall 'Chip Holloway' Holloway; Vice Mayor Jerry Taylor D. Taylor; Council Member Steve Morgan P. Morgan; and Council Member Jason Patin

STAFF: Kurt Wilson City Manager; Rachel J. Ford, City Clerk; and other personnel

TELEPHONE: Keith Lemieux, City Attorney

APPROVAL OF AGENDA

Motion To Approve The Agenda Made By Council Member Morgan, Second By Council Member Taylor. Motion Carried By Voice Vote Of 4 Ayes, 0 Nays, 0 Abstain, 1 Absent.

CLOSED SESSION – 5:30 p.m.

GC54956.9(a) Conference With Legal Counsel - Existing Litigation - Benz Sanitation, Inc. v City of Ridgecrest

GC54956.8 Redevelopment Agency Real Property negotiations - Real property located at 5602 W. Ridgecrest Blvd. adjacent to Corporate Yards, APN 67-050-15, Agency negotiators Kurt Wilson and James McRea

PUBLIC COMMENT (CLOSED SESSION)

- No Comments Presented By The Public

REGULAR SESSION – 6:00 p.m.

- Pledge Of Allegiance
- Invocation – Warren Campbell

CITY ATTORNEY REPORTS

- Closed Session
 - Kurt Wilson – council met in closed session regarding labor negotiations, no action taken
- Other
 - none

PUBLIC COMMENT

- Barbara Auld – abbreviations in handouts, public does not understand these so if council could use the full words and not abbreviations.
- Tom Wiknich – last time had comments on how to use RDA funds. Asked for council to provide their input on what percentage was appropriate to split the funds, Chip Holloway provided his but am now asking the remainder of council to provide their percentages. If these numbers are close, then perhaps don't have much to talk about but if not could generate discussion. In my opinion Roads should be 75-78 percent. Also, please keep in mind there are 3 shooting ranges in the valley, mine has investments by way of donations and grants, no local funding provided. All local. When people decided there was something they wanted, they stepped up and paid for it. Asking council to ask the public what they want.
- Ron Carter Seldon – Mojave CHP station acting lieutenant. Wanted to introduce myself and am happy to be here and excited to be working with the council here in Ridgecrest.
- Dave Matthews – call attention to two events, one is announcement from SCE for a Solar Fair next Tuesday the 19th from 5-7 at Springhill Suites. Registration is online at homesolar@sce.com or phone 866-970-9221. Second event is shelter-box. First time I heard last night, was used in south pacific tsunami. Box contains tent and survival supplies that can be put up anywhere to house up to 10 people on a temporary basis. Some are going to Japan and the knights of Columbus and Inyokern rotary club are having spaghetti fundraiser to raise proceeds for these boxes to go to Japan.
- Roger Brower – vice president of sister city association. Would like to make one remark about the sister city organization, started in 1956 by president Dwight Eisenhower for the purpose of making friends rather than enemies. He was the supreme allied commander during WWII and after seeing the horrors of war thought it was better to make friends than enemies. Asking for your support of the sister city organization.

- Mike Neel – did word entomology on the word infrastructure. You can have opinion of what a word means but may not be the actual meaning. This word means the things that make our city work. Utilities and streets are needed but everything isn't necessary to make the city work. We talk about streets and other things and feel that in spending money it should be hard but a rational decision of what is needed. We have 24 million to spend and seem reasonable that 19-20 million dollars should be spent on fixing the roads.

CONSENT CALENDAR

1. **Approve A Resolution Of The Ridgecrest City Council Authorizing The Following Actions:**
 - a. Approval Of The Final Balancing For Change Order In The Amount Of - \$16,702.18
 - b. Authorizing The City Manger To Sign The Notice Of Completion
 - c. Authorizing The City Clerk To File The Notice Of Completion
 - d. Authorizing City Staff To Release Retention On The S. Norma Street, Church Avenue To Upjohn Avenue Street Improvements Cd#17.07.3

Speer
2. **Approve A Resolution Of The Ridgecrest City Council Authorizing The City To Participate In The State Of California Franchise Tax Board City Business Tax Program, And Authorizing The Finance Services Director To Execute The Agreement**

Staheli
3. **Resolution - Listing Proclamations**

Ford

 - ❖ *Public Schools Month – April 2011*
 - ❖ *Sexual Assault Awareness Month – April 2011*
 - ❖ *Blues and Jazz Appreciation Month – April 2011*
4. **Council Expenditure Approval List (DWR) Dated March 11, 2011 In The Amount Of \$325,516.10**

Staheli
5. **Council Expenditure Approval List (DWR) Dated March 25, 2011 In The Amount Of \$826,677.54**

Staheli
6. **Agency Expenditure Approval List (DWR) Dated March 11, 2011 In The Amount Of \$16,116.54**

Staheli
7. **Agency Expenditure Approval List (DWR) Dated March 25, 2011 In The Amount Of \$88,630.15**

Staheli

Mayor Carter read the consent calendar items to be approved.

- Items pulled – Nos. 2; 4; 5

Motion To Approve The Consent Calendar Minus The Exceptions Was Made By Council Member Holloway, Second By Council Member Morgan. Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent

Item 2

- Jerry Taylor – how is the information going to be protected?
 - Tyrell Staheli – already have the information pertaining to local business licenses. Access is limited to finance staff only. State information is thru a secure terminal.
 - Jerry Taylor – is there an IT log showing what is accessed and who is accessing it.
 - Tyrell Staheli – not aware of a log, perhaps IT does.
 - Jerry Taylor – was looking for a sense of more security.
 - Dave Matthews – would like an explanation of this item.
 - Tyrell Staheli – this is new, an information sharing agreement with the franchise tax board. We share our information and they share their information to see if there is any slipping thru the cracks.

Motion To Approve A Resolution Of The Ridgecrest City Council Authorizing The City To Participate In The State Of California Franchise Tax Board City Business Tax Program, And Authorizing The Finance Services Director To Execute The Agreement Made By Council Member Taylor, Second By Council Member Patin. Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

Item 4

- Mike Neel – page 1, radar message trailer for 16k. what are we getting?
 - Ron Carter Strand – that is a message sign we picked up thru a grant this fiscal year.
 - Mike Neel – is this a speed sign
 - Ron Carter – could be, also has event component. Education and identification.
 - Mike Neel – page 2, 12,500 to chamber of commerce. What are citizens getting for this money?
 - Kurt Wilson – contractual agreement with city, paying the contract we currently have in installments. They do recruitments and give information to the citizens, and other things consistent to the contract.
 - Mike Neel – would like chamber to contact me.

Item 5

- Mike Neel – RACVB cost is that monthly?
 - Kurt Wilson – yes. Again this is a contractual arrangement. Mr. Lueck can talk with you offline.
 - Mike Neel – personally I think they should provide regular reports on what they have spent their money on. They have to have some kind of accounting and should give us a report. ask both organizations to provide reports to council.

- Kurt Wilson – yes there is an accounting and they do provide the data and track information for us such as TOT. Mr. Lueck would be happy to have this conversation with you.
- Mike Neel – these should be part of the budget production meetings.
- Chip Holloway – there has been a member of council who has served on that board meeting monthly and there are 9 other members who are watching their budget. Jason Patin now sits on that board also.

Motion To Approve Council Expenditure Approval List (DWR) Dated March 11, 2011 In The Amount Of \$325,516.10 And Council Expenditure Approval List (DWR) Dated March 25, 2011 In The Amount Of \$826,677.54 Was Made By Council Member Morgan, Second By Council Member Patin. Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

DISCUSSION AND OTHER ACTION ITEMS

8. Budget Discussion

Staheli

- Kurt Wilson – continuation of discussions for council and redevelopment agency. Changes last night are not reflected but would be made assuming the resolutions are approved those changes would be made at the publishing of the budget. Listed the proposed changes from the budget hearings.
- Steve Morgan – comment to consider believe there is sufficient budget to add p/t planning intern to budget.
- Chip Holloway – remove Maturango junction from budget because private donor has come forward, in exchange for the commitment we remove the money now.
 - Ron Carter – if providing in-kind will still need funds, need to move forward if going to make this a signature event.
 - Jason Patin – my understanding that if removed from the budget, this individual has guaranteed they would step forward and provides the funds. If going to put something in the budget then need a number to cover some costs.
 - Ron Carter – quality of life budget has never been fully spent, but is put forward toward the in-kind services. Time for staffing that work on the in-kind services.
 - Jim Ponek – Mr. Wilson and I have discussed, it will be his call. Over past two years we have an idea of the costs. Total expense is \$20k. idea this year is to have the seed money to get us ready to go for next year. In-kind spent in the past has been about \$6k for maintenance and PD resources. Depends on the direction to go. If have the seed money and plan for total 20k next year and then get sponsorships we will have the event.
 - Jerry Taylor – you are going to incur costs in the next budget so I agree with Mr. Holloway.
 - Jim Ponek – there is a little bit of staffing such as planning.
 - Ron Carter – any park changes that we need to discuss

- Jim McRea – RDA funding of 100k to revamp with sidewalk areas and parking lot revamp and staging area will come to council for RDA funding.
- Ron Carter – ok to pull that out but down the road will cost us something.
- Jerry Taylor – when you come back with the plan and need the money then can provide.
- Steve Morgan – asked Mr. Holloway if city had some in-kind expenditure would that influence the private donor decision?
 - Chip Holloway – no, if that request came up. This donor is heavily engaged and will be monitoring
 - Kurt Wilson – just to be sure, are we pulling the funding completely?

PUBLIC COMMENT

- Tom Wiknich – commend council for Monday session. What was final analysis on hiring outside firm for building inspector? Qualified question with county billing information.
 - Steve Morgan – Mr. Taylor and I have been tasked with meeting with the firms who spoke but not meeting have taken place and is not reflected in this budget. Many questions for the firms to ensure the quality and costs are better than what we have now. Will be taken up in a couple months by council after we get our questions answered and bring back for public process.
 - Jerry Taylor – was going to be Ad Hoc. Will then go to full infrastructure. Will be public afterwards.
 - Tom Wiknich – city owns residential property which could be one-time funding to beef up reserve, is that still the plan?
 - Kurt Wilson – redevelopment agency council has not taken action to sell the property but is conceivable that might sell in future.
 - Tom Wiknich – can sales bolster the reserve.
 - Kurt Wilson – do have some one-time money being used for the current proposed budget. Where specific revenue goes is a council decision.
 - Tom Wiknich – 2,000 expenses from each council member. How is the spending decision going to be made?
 - Kurt Wilson – sometime between now and fiscal year, council will set forth parameters and funds can't be spent until they are set. Legal obligations and additional restriction set by council then public decision for spending.
- Roger Brower – would like to express concern about overall sister city set up. Tepetitlan mayor and council are fully behind, seems like here we do not have the full support of council. Would like to make request to show we do have some support here of reinstating some money taken out in last night's meeting. Would think we should be able to do \$500 to show we have some backing here because this is a city to city organization.

COUNCIL COMMENTS

- Jerry Taylor – asked about Helmer park funding

- Jim Ponek – boys and girls club section
- Chip Holloway – question about the multi-year dog license fees
 - Ron Carter Strand – allows flexibility
- Steve Morgan – does city have outside donation line item?
 - Tyrell Staheli – for receipts
 - Steve Morgan – will give \$250 if get a match. Barbara Auld, Kurt Wilson, Chip Holloway, Jason Patin matched
- Jason Patin – main concern now are all positions within the city, don't have all the answers. Decision to do furloughs I was ok with that. Consensus of staff that it was the best way to go. During strategic planning session was priority to make staff whole. What is proposed would make the staff whole minus some positions. No guarantee to make staff whole. By adopting budget tonight will have a ripple effect against positions being eliminated. Uncomfortable and need more time to make a better decision of which way to go. More involved with outsourcing and don't have the information yet. A few other items that I personally need to do more research. Anytime I'm affecting positions and not comfortable with the decisions then not willing to adopt budget tonight.
 - Ron Carter – at what point would you be ready
 - Jason Patin – can't give a day, but haven't started the process to get the information.
 - Ron Carter – this is living document that can be brought to council at anytime to discuss so the option still there if we pass tonight.
 - Jason Patin – once the budget adopted then there are certain things that go out of our control. Want to be clear on those effects.
 - Steve Morgan – didn't make point as good as Mr. Patin. Outsourcing doesn't go forward until we get the data and still has to come back for the decision, which is when the change is made. That is why I am comfortable with this.
 - Jason Patin – decision is made tonight to eliminate positions.
 - Kurt Wilson – as proposed, it does contemplate outsourcing. Next step is for staff to get the data and we begin looking at the ripple effect. Doesn't mean that if you adopt this today then tomorrow has lost a job. Practical matter so we can begin the process.
 - Chip Holloway – if we get into the outsourcing exercise. A couple of people want a liaison with city, suppose after the analysis we would not gain like we thought.
 - Kurt Wilson – council has the authority to move back. before entering into a contract you have that ability. Once the process begins, it will leave a deep personal effect on the employee. One hope in doing the budget earlier is to try and minimize the number of impacts but for those who will be affected the earlier the process begins the more time for the healing process to begin.
 - Jerry Taylor – if you don't have the final budget but starting down the road, it does affect the employee.
 - Jason Patin – the impact starts today, if we go a month from now then the employees will be gone. There is no way to pull that back.

- Kurt Wilson – that process began in December and this conversation makes the people uneasy. Your decision of when to go to the next step.
- Jason Patin – I am not prepared to make that decision tonight. Not prepared to move forward.
- Ron Carter – hoping to pass this tonight, have worked hard to get a balanced budget and let staff begin what they need to do. Everything we do will have a ripple effect.
- Jason Patin – appreciate what Mr. Wilson has done but not sure this is the way we need to accomplish it.
- Jerry Taylor – asked city attorney question about creation of a different position.
- Keith Lemieux – act is not intended to create the job title, that question is in the city manager. The exhibit shows how the staff will be reorganized; by passing the budget is not doing this.

A. Motion To Approve A Resolution Of The Ridgecrest City Council And The Ridgecrest Redevelopment Agency Adopting The Annual Budget Excluding Sections 4199 And 4430 For Fiscal Year 2011-12, Establishing Appropriations, Estimating Revenues, And Establishing The Policies By Which The Budget May Be And Shall Be Amended Was Made By Council Member Morgan, Second By Council Member Holloway. Motion Carried By Roll Call Vote 3 Ayes (Council Members Carter, Holloway, Morgan), 2 Nays (Council Member Taylor, Patin), 0 Abstain, 0 Absent

B. Motion To Approve A Resolution Of The Ridgecrest City Council And The Ridgecrest Redevelopment Agency Approving The Annual Budget Amendment #2012-01 Increasing Appropriations In The Annual Budget Made By Council Member Morgan, Second By Council Member Holloway. Motion Carried By Roll Call Vote 3 Ayes (Council Members Carter, Holloway, Morgan), 1 Nay (Council Member Patin), 1 Abstain (Council Member Taylor), 0 Absent.

C. Motion To Approve A Resolution Of The Ridgecrest City Council And The Ridgecrest Redevelopment Agency Approving The Annual Budget Amendment #2012-02 Increasing Appropriations In The Annual Budget Was Made By Council Member Holloway, Second By Council Member Carter. Motion Failed To Carry By Roll Call Vote 2 Ayes, (Council Members Carter And Holloway), 2 Nays (Council Members Taylor And Patin) 1 Abstain (Council Member Morgan) And 0 Absent

- Jason Patin – not comfortable with anything at this point
- Jerry Taylor – approximately under 3 months from passing of budget, patin has asked for information, negotiation perspective
- Jason Patin – no, need more information on staffing and until clear what that means can't pass a portion.
- Kurt Wilson – staff is happy to go at whatever direction, recommend bringing back at next regular meeting.
- Jason Patin – not even needing that much time, just need more information

- Kurt Wilson – need recommendation to bring back to regular meeting otherwise will have to find an alternate date
- Ron Carter – recommend bring back to next meeting.

PUBLIC COMMENT

- Harris Brokke – desert wildflower festival flyers distributed to council. April 15-17 event program. Expected to be successful. Five venues around town. Gave overview of the event activities and locations including Geo-Cash treasure hunt. Focusing on Ridgecrest and surrounding area and looking for large participation from people farther west. Funds coming into the city and look to make event annual. Tours on china lake base and USO building will be holding lectures related to wildflowers. Car tours to various wildflower locations and guided walking tours. Kerr McGee center activates includes booths and artists. Food booths and non-profits. Music both days. A way for visitors and residents to feel good about Ridgecrest. Want repeat visitors to our community. Would like to have city staff involvement visible to help us welcome visitors. Maturango museum will also be participating. Next year's event date already scheduled and is on the programs which were donated by chamber of commerce.
- Dan Peterson – first, thank council for long hours working on this budget, as citizen it is appreciated. However a lot of citizens and me don't believe our community is built on roads and sewers but on people. The youth, senior citizens. If we ignored the people then would not have a community. Wish I was as strong a speaker as Mr. Neel, but the people are your infrastructure. Visit the ball games and other city activities. Not all citizens say that roads are the important thing. While important the people count too.
- Lala Hill – thank everyone who donated to sister city and to council who work so hard. Future of sister city, has been 36 years. Each one of you who have helped understand and for those who have not, needs to visit. Let's talk in private about the future of sister city.
- Howard Auld – appreciate Mr. Petersons comments. Think Mr. Patin and I are on the same page. Ridgecrest financial recovery team needs to know how much reserve we have and other staffing issues. All of these things need to be brought in to make this a first class city.
- Timothy Folk – discussed ordinances computer encroachments and texturing. Issues conveyed to persons. Have tried to set appointments. Have heard noise, voices. Family portraits stolen, torturing persons. Search warrant. Wiring at mobile home park. Underground wiring around mobile home park. Gave list of items in the ground. Problems in community. Want family portraits back.
 - Ron Carter – refer to police department.

DEPARTMENT AND COMMITTEE REPORTS

Infrastructure Committee

Members: Steve Morgan, Jerry Taylor, Craig Porter, James Sanders
Meeting: 2nd Thursday of the month at 5:00 p.m., Council Conference Room
Next Meeting: April 13, 2011

- Jerry Taylor – meeting next April 14 pavement management system and street lights.
-

Quality of Life

Members: Chip Holloway, Jason Patin, Craig Porter, Carter Pope
Meetings: 1st Thursday of every even month at 12:00 p.m.; Kerr-McGee Center
Next Meeting: April 7, 2011

- Jason Patin – has not met, will meet tomorrow at noon in Kerr McGee

City Organization

Members: Ron Carter, Jerry Taylor, Lois Beres, Christopher LeCornu
Meeting: 3rd Tuesday of the month at 5:00 p.m.; Council Conference Room
Next meeting: April 19, 2011

- Jerry Taylor – currently scheduled April 19. At this time no meeting due to lack of agenda items.

Community Development Committee

Members: Steve Morgan, Jason Patin, Christopher LeCornu, James Sanders
Meetings: 1st Thursday of the month at 5:00 p.m.; Council Conference Room
Next Meeting: April 7, 2011

- Jason Patin – has not met but will meet tomorrow in council conference room

Activate Community Talents and Interventions For Optimal Neighborhoods Task Force (ACTION)

Members: Ron Carter, Chip Holloway, Ron Carter Strand
Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-McGee Center
Next Meeting: May 9, 2011

- Ron Carter – will have to get to people on next date

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway, Jason Patin

Meetings: 1st Wednesday of the month, 8:00 a.m.

Next meeting: May 4, 2011 and location to be announced

- Doug Lueck – RACVB Executive Director Doug Lueck briefed Board members on the following items:
 - The RACVB was contacted and informed by Ken Freeman of the Southern Nevada Off Road Enthusiasts (SNORE) that the SNORE 250 race will be returning to Ridgecrest October 22-23.
 - Danella George of the California State Office of the Bureau of Land Management is continuing to develop an MOU between the BLM and the RACVB to establish a partnership on sustainable tourism; the framework provides for shared planning, project development and implementation of mutually benefiting projects related to tourism, Geotourism, sustainable tourism and economic development.
 - March 18th-20th the RACVB participated at the L.A. Times Travel and Adventure Show; the Wildflower Festival was successfully promoted with over 1000 Wildflower Festival Guides, 1000 Ridgecrest Visitors Guides and hundreds of area informational brochures were distributed.
 - The RACVB participated at the Daily Independent Home Show on March 26th-27th. The show was very successful.
 - April 1st Executive Director Lueck attended the California Film Commission's VIP Breakfast Reception at the Sofitel Hotel in Los Angeles; the event gives film offices the opportunity to pitch their services to invited producers, directors and location scouts in a "speed dating" round table format. The California Film Commission (CFC) chose a photo of Cuddeback Dry Lake Bed, provided by the Ridgecrest Film Commission, for the cover of the CFC 2011 Film Locations Directory.
 - While in Los Angeles, Lueck also attended the Film Liaisons in California Statewide (FLICS) Board of Directors Meeting. Among other things, bill AB1069 was discussed; the California Production **Tax Credit** Program offers \$100 million dollars per year in **tax credits**. The film incentives are available through 2014 and possibly longer if bill AB1069 passes, which would extend the incentives through 2019.
 - On April 2nd Lueck also participated at the FLICS 4th Annual California Only Locations trade show in Century City.
 - March had 13 days of filming generating \$925,000.00 in film revenue.
 - Next RACVB meeting: Wednesday, May 4, 2011, 8:00am; location to be announced.

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

- Jason Patin – Olde Town
- Jerry Taylor – League of California cities
- Steve Morgan – League of California cities
- Ron Carter – League of California cities

CITY MANAGER/EXECUTIVE DIRECTOR REPORTS

- Kurt Wilson – will be attending League of California cities

MAYOR AND COUNCIL COMMENTS

- Steve Morgan – appropriate we reinstitute the semi-annual chamber and RACVB updates to council. Wildflower festival and Maturango museum and chamber paid for the brochures, some of the money allocated by council to chamber probably paid for this brochure. Measures Q, I, N were for police and infrastructure funding and none of these passed and people wonder why roads are in this shape. Perceptions and comment twisting, it is difficult and impossible to say anything without it being twisted. TAB funds, horse-hocky, I won't be cornered but will do what is best for the community. That wasn't a vote but council stuck their necks out for tax allocation bonds from the redevelopment agency. We will follow the rules and regulations regardless of the percentage.
- Jason Patin – wildflower festival, glad Harris came up and spoke and this thing is sold out for vendors. RACVB does give report on what they are spending funds for and what they are bringing to the community. Chamber also gives presentations to council. Individuals who make comments need to make sure they know the facts. Ask community to donate to sister city. Mr. Peterson, thank you for your comments, when I say it or try to do it I get emails and calls asking why. I support organizations privately and will with my time and money. Need more people speaking on this also, even though streets are important. People ask how RDA is spent. If we take 20 million and used for streets the value is for limited time. People need to realize that if paved today we still need money in budget to maintain them. General fund does not allow enough money to fix or maintain long term. Is it a better idea to use the funds to increase our tax base by encouraging tax generating businesses into our community then tax dollars go into the general fund to maintain?
- Chip Holloway – glad to see Mr. Patin when to redevelopment and agree but also understand that after being beat up about streets and infrastructure we tell governor that getting rid of RDA is the same as eating seed corn instead of planting the crop. Debate will give us opportunity to later say I told you so. Sit on college foundation, event Friday night denim and diamonds at Kerr McGee center. Catered by Casey's and silent auction and is big fundraiser for college foundation. Also was told by president of college that one agency in town with

good budget is Cerro Coso college. Encourage people to sign up for classes right away because won't be able to get in at last minute. Finally, say that after spending 18 hours with council members am looking forward to break. Want to thank members for making process tolerable and thank staff for getting us closer to being transparent. To those who may or may not be affected, want to thank them for their service and say you are recognized and a vital part of this community. No one takes this lightly; we will remain committed to do the best thing for everyone involved.

- Ron Carter – appreciate RDA comments. Harvey Rose brought forth information from other cities regarding RDA to take care of blight and increase tax revenue. Thank Mr. Peterson appreciate comments. I hear that every day from citizens who definitely want something going to those areas. want to thank city staff; don't know how you did it for us to have balance budget and good honest discussion. Thank Kurt Wilson and Tyrell Staheli for doing the impossible. Not going to cause a lot of problems for services to citizens but the people providing these services are the employees. Ask citizens to show appreciation to employees who are putting the cuts from this budget on their back and making sacrifices. I listen to all sides and make decisions that are best for this community. We are representing every citizen in this community and work hard to listen to what you have to say. can't continue making it look like all citizens feel the same as the few who come here and speak. Not playing the percentage game. If you have listened to me over the past few years, you know I support the majority of this community. For people to come here and say we are not in sync is wrong. Our budgets at the city, state, and federal levels people will be hurting. Hope this community has the tolerance and understanding. When citizens say they want things, the only way is a tax increase. All roads won't be fixed unless we have a tax increase. Don't make demands you aren't willing to pay for. We have limited resources and bare bones staff. School district lay-off of people. Money isn't there. Applaud the Aulds and their efforts.
- Jerry Taylor – interesting night with speeches about compassion and community. My take away is cost savings and outsourcing. Understand the direction received tonight and look forward to moving that direction. We'll see what happens.
- Ron Carter – thanked colleagues for their time and efforts on this budget

ADJOURNMENT at 8:10 pm

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT: Expenditure Approval List (DWR) as of 03/31/2011
PRESENTED BY: W. Tyrell Staheli
SUMMARY: Attached is the Expenditure Approval List (DWR), for 03/31/2011: Total Disbursed: \$19,019.70
FISCAL IMPACT: Total Disbursed: \$19,019.70 Reviewed by Finance Director
ACTION REQUESTED: Receive and file as presented.
CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION: Action as requested:

Submitted by: Kelly Brewton

Action Date: 04/20/11

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PROGRAM: GM339L

AS OF: 03/31/2011 CHECK DATE: 03/31/2011

CITY OF RIDGECREST

UNION BANK-GENERAL CHECKING

BANK: 02

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000478	00	FEDERAL EXPRESS CORP.						
740786303-FIX	000633		02	03/31/2011	001-4720-410.25-03	PW/DS/DOCS TO HALL&FORMAN	12.49	
740786303-FIX	000633		02	03/31/2011	001-4720-410.25-03	PW/DS/DOCS TO HALL&FORMAN	12.49-	
VENDOR TOTAL *							.00	
0000913	00	PACIFIC GAS & ELECTRIC CO.						
52986140516MR11000636			02	03/31/2011	001-4630-463.22-01	PR/JP/02/09-03/10/11 SRVS	156.82	
93491367194MR11000636			02	03/31/2011	001-4630-463.22-01	PR/JP/02/09-03/10/11 SRVS	68.39	
2653522090MR11 000636			02	03/31/2011	001-4630-463.22-01	PR/JP/02/08-03/09/11 SRVS	4,564.73	
14736854655MR11000636			02	03/31/2011	140-6710-671.22-01	PW/LW/02/08-03/09/11 SRVS	394.73	
VENDOR TOTAL *							5,184.67	
0001128	00	SOUTHERN CALIFORNIA EDISON CO.						
3000966617FEB11000851			02	03/31/2011	001-4210-421.22-02	PD/KW/01/18-02/17/11 SR	22.80	
3001190186FEB11000851			02	03/31/2011	001-4210-421.22-02	PD/KW/01/18-02/17/11 SR	810.26	
3001190185FEB11000885			02	03/31/2011	001-4210-421.22-02	PD/KW/02/01-03/01/11 SRVS	14.36	
3023916530FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/22-02/22/11 SRVS	137.60	
3000686771FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/22-02/19/11 SRVS	20.38	
3001186442FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/22-02/22/11 SRVS	42.63	
3001190201FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/22-02/22/11 SRVS	50.65	
3003633968FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/02/08-03/10/11 SRVS	21.84	
3001478727FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/02/04-03/08/11 SRVS	1,580.43	
3001190189FEB11002036			02	03/31/2011	001-4630-463.22-02	PR/KW/01/31-03/03/11 SRVS	397.24	
3001190190FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/31-03/03/11 SRVS	132.96	
3002920230FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/31-03/03/11 SRVS	385.31	
3001190202FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/24-02/22/11 SRVS	197.69	
3001190182FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/02/08-03/10/11 SRVS	220.48	
3002299355FEB11000851			02	03/31/2011	001-4630-463.22-02	PR/KW/01/20-02/18/11 SRVS	359.22	
3001190197FEB11000885			02	03/31/2011	001-4630-463.22-02	PR/KW/02/04-03/08/11 SRVS	980.02	
3001190186FEB11000634			02	03/31/2011	001-4630-463.22-02	PR/KW/01/12-02/10/11 SRVS	3,353.99	
3022031056FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/01/31-03/03/11 SRVS	86.53	
3001190183FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/07-03/09/11 SRVS	67.16	
3001190184FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/11-03/14/11 SRVS	59.90	
3001190188FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/01-03/0/11 SRVS	43.61	
3001190191FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/01-03/01/11 SRVS	42.79	
3001190192FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/01/31-03/03/11SRVS	44.95	
3001190194FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/01-03/05/11 SRVS	54.07	
3001190199FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/08-03/11/11 SRVS	46.27	
3001190205FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/01-03/03/11 SRVS	45.50	
3001190207FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/01/20-02/17/11 SRVS	56.09	
3001190208FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/01/26-02/26/11 SRVS	36.69	
3001190209FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/02/11-03/14/11 SRVS	55.79	
3001256860FEB11000851			02	03/31/2011	002-4310-431.22-02	ST/KW/01/28-03/01/11 SRVS	62.64	
3001190193FEB11000996			02	03/31/2011	002-4340-434.22-02	ST/KW/01/22-02/19/11 SRVS	51.55	
3000723539FEB11000851			02	03/31/2011	002-4340-434.22-02	ST/KW/02/11-03/14/11 SRVS	22.57	
3000727535FEB11000851			02	03/31/2011	002-4340-434.22-02	ST/KW/01/20-02/17/11 SRVS	20.38	
3001038184FEB11000851			02	03/31/2011	002-4340-434.22-02	ST/KW/01/31-03/03/11 SRVS	22.57	
3001190206FEB11000851			02	03/31/2011	002-4340-434.22-02	ST/KW/01/20-02/19/11 SRVS	21.84	
3001190210FEB11000851			02	03/31/2011	002-4340-434.22-02	ST/KW/02/11-03/15/11 SRVS	23.30	

PROGRAM: GM339L

AS OF: 03/31/2011 CHECK DATE: 03/31/2011

CITY OF RIDGECREST

UNION BANK-GENERAL CHECKING

BANK: 02

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO	NO	NO						AMOUNT
0001128	00	SOUTHERN CALIFORNIA EDISON CO.						
3003843888	FEB11000851		02	03/31/2011	002-4340-434.22-02	ST/KW/01/28-03/01/11 SRVS	23.30	
3001478728	FEB11000884		02	03/31/2011	002-4340-434.22-02	ST/KW/02/04-03/09/11 SRVS	149.00	
3001190187	FEB11000884		02	03/31/2011	005-4556-455.22-02	WW/KW/01/18-02/17/11 SRVS	379.61	
3001190196	FEB11000851		02	03/31/2011	130-6510-651.22-02	CH/KW/02/04-03/08/11 SRVS	237.72	
3001190186	FEB11000634		02	03/31/2011	130-6510-651.22-02	CH/KW/01/12-02/10/11 SRVS	3,354.00	
3001478728	FEB11000884		02	03/31/2011	140-6710-671.22-02	PW/KW/02/04-03/09/11 SRVS	99.34	
						VENDOR TOTAL *	13,835.03	
			02		UNION BANK-GENERAL CHECKING	BANK TOTAL *	19,019.70	

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT: Expenditure Approval List (DWR) as of 04/08/2011
PRESENTED BY: W. Tyrell Staheli
SUMMARY: Attached is the Expenditure Approval List (DWR), for 04/08/2011: Total Disbursed: \$155,214.82
FISCAL IMPACT: Total Disbursed: \$155,214.82 Reviewed by Finance Director
ACTION REQUESTED: Receive and file as presented.
CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION: Action as requested:

Submitted by: Kelly Brewton

Action Date: 04/20/11

(Rev. 6/12/09)

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BANK: 02

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0000859	00	ALTAONE FEDERAL CREDIT UNION						
PPE 04/03/11	PR0408		02	04/08/2011	001-0000-218.03-02	PPE04/03/11 PEAR DUES	1,353.00	
VENDOR TOTAL *							1,353.00	
0003509	00	AMERIPRIDE UNIFORM SERVICES						
2100094932	000638		02	04/08/2011	001-4630-463.28-01	PR/JP/WETMOP,DUSTEX,TOWEL	91.48	
2100093234	000638		02	04/08/2011	001-4630-463.28-01	PR/JP/WETMOP,DUSTEX,TOWEL	91.48	
21000094928	000638		02	04/08/2011	001-4630-463.28-05	PR/JP/UNIFORM CLEANING	36.61	
2100093225	000638		02	04/08/2011	001-4630-463.28-05	PR/JP/UNIFORM CLEANING	36.61	
2100093227	000638		02	04/08/2011	002-4340-434.28-05	ST/LW/UNIFORM CLEANING	35.14	
2100091699	000638		02	04/08/2011	002-4340-434.28-05	ST/LW/UNIFORM CLEANING	35.14	
2100094929	000638		02	04/08/2011	002-4340-434.28-05	ST/LW/UNIFORM CLEANING	35.14	
2100074370	000638		02	04/08/2011	002-4340-434.28-05	ST/LW/UNIFORM CLEANING	38.10	
2100092834	000638		02	04/08/2011	005-4554-455.28-05	WW/JB/UNIFORM CLEANING	56.03	
2100094562	000638		02	04/08/2011	005-4554-455.28-05	WW/JB/UNIFORM CLEANING	27.59	
2100093235	000638		02	04/08/2011	130-6510-651.28-01	CH/JP/WETMOP,DUSTEX,TOWEL	51.01	
2100094933	000638		02	04/08/2011	130-6510-651.28-01	CH/JP/WETMOP,DUSTEX,TOWEL	51.01	
2100094930	000638		02	04/08/2011	140-6710-671.28-05	PW/LW/UNIFORM CLEANING	135.23	
2100093229	000638		02	04/08/2011	140-6710-671.28-05	PW/LW/UNIFORM CLEANING	16.44	
VENDOR TOTAL *							737.01	
0005021	00	AVID IDENTIFICATION SYSTEMS, INC.						
291916	000638		02	04/08/2011	001-4210-421.36-03	PD/RS/PET CHIPS	512.50	
VENDOR TOTAL *							512.50	
0004755	00	B.C.I. TRUCKING & EQUIPMENT, INC.						
1032	000640		02	04/08/2011	140-6710-671.29-09	PW/LW/TRANSPORT GRADER	720.00	
VENDOR TOTAL *							720.00	
0000089	00	BAKERSFIELD CALIFORNIAN, THE						
12273055	000640		02	04/08/2011	005-4552-455.23-05	WW/JB/SEALED BIDS	153.46	
VENDOR TOTAL *							153.46	
0004481	00	BAKERSFIELD WELL & PUMP						
18880	000640		02	04/08/2011	001-4630-463.23-04	PR/JP/BSTER PAQ LIQUD LVL	1,345.38	
VENDOR TOTAL *							1,345.38	
0005600	00	BLOWERS, LORA						
3/15-03/17/11	000660		02	04/08/2011	001-4210-421.25-01	PD/KW/EMPLMNT LAW CONF	527.72	
VENDOR TOTAL *							527.72	
0004482	00	BLX GROUP LLC.						
416129154032111000663			02	04/08/2011	900-4790-410.53-01	FN/TS/INT ARBTRG RBT RPT	1,500.00	
VENDOR TOTAL *							1,500.00	
0005204	00	BURGESS, YOKO						
2/16-04/06/11	000640		02	04/08/2011	001-4620-462.28-15	PR/JP/YOUTH TENNIS	1,137.50	
VENDOR TOTAL *							1,137.50	

PROGRAM: GM339L

AS OF: 04/08/2011 CHECK DATE: 04/08/2011

CITY OF RIDGECREST

UNION BANK-GENERAL CHECKING

BANK: 02

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0001141 838559	00 000641	CA DEPARTMENT OF JUSTICE	02	04/08/2011	113-6118-618.21-07	HR/KG/PREEMP LIVE SCANS	32.00	
						VENDOR TOTAL *	32.00	
0004611 FY11-GPPV-INSPC000641	00 000641	CALIFORNIA HIGHWAY PATROL	02	04/08/2011	003-4360-436.29-09	TR/SS/5 GPPV INSPCTN APPL	250.00	
						VENDOR TOTAL *	250.00	
0000227 26162	00 000641	CAMPBELL HEATING & AIR COND.	02	04/08/2011	001-4630-463.23-03	PR/JP/INSPECTION OF FRIDG	127.50	
						VENDOR TOTAL *	127.50	
0001664 WND7674	00 000641	CDW GOVERNMENT INC.	02	04/08/2011	001-4210-421.31-01	PD/RS/PHOTO PRINTER	163.97	
						VENDOR TOTAL *	163.97	
0001671 913304	00 PI0489 006397	CLINICAL LAB. OF SN BERNARDINO	02	04/08/2011	005-4554-455.21-04	FEB11 LAB SRVS	380.00	
						VENDOR TOTAL *	380.00	
0003904 FEB2979 DEC2642 MAR3026	00 000641 000641 000641	COFFEE BREAK SERVICE	02	04/08/2011	001-4199-419.29-09	ND/EP/WATER COOLER RENTAL	200.00	
						ND/EP/WATER COOLER RENTAL	200.00	
						ND/EP/WATER COOLER RENTAL	200.00	
						VENDOR TOTAL *	600.00	
0002980 APR11 PRE-TAX APR11 POST-TAX	00 PR0408 PR0408	COLONIAL LIFE AND ACC. INS	02	04/08/2011	001-0000-218.30-00	APR11 PREMIUM PRE-TAX	511.28	
						APR11 PREMIUM POST-TAX	198.72	
						VENDOR TOTAL *	710.00	
0000334 105936	00 000641	CRANES WASTE OIL	02	04/08/2011	140-6710-671.22-04	PW/LW/OIL&ANTIFRZ DISPSL	147.50	
						VENDOR TOTAL *	147.50	
0000354 11/11/10 2/23/11LEGAL 3/8/11LEGAL 1/22/11LEGAL 7/03/10LEGAL 5/12/10LEGAL 7/14/10LEGAL	00 000668 000643 000660 000643 000668 000668 000668	DAILY INDEPENDENT	02	04/08/2011	001-4199-419.28-07	ND/WS/VETERANS SAY AD	175.00	
						CD/JM/NOTICE TO ABATE	35.75	
						CD/JM/PUB HRNG-APN343351	61.10	
						TR/SS/UNMET NEEDS HEARING	68.90	
						TR/SS/UNMET NEEDS HEARING	68.90	
						AD/RF/ORDINANCE 10-02	68.90	
						AD/RF/ORDINANCE 10-04	1,148.55	
						VENDOR TOTAL *	1,627.10	
0000354 84831	00 000643	DAILY INDEPENDENT,CK GRP-1	02	04/08/2011	113-6118-618.26-04	HR/KG/HELP WANTED-WW	277.09	
						VENDOR TOTAL *	277.09	

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0004079 4/13-04/17/11	00 000660	DAMPIER, JUSTIN	02	04/08/2011	001-0000-115.02-10	PD/KW/TA SLI SCHOOL	215.00	
						VENDOR TOTAL *	215.00	
0005820 201103141	00 000643	DAVE LEWIS SERVICES	02	04/08/2011	113-6118-618.21-07	HR/KG/PRE-EMP POLYGRAPH	250.00	
						VENDOR TOTAL *	250.00	
0003886 579 561 537	00 000643 000643 000643	DESERT AREA RESOURCES AND TRAINING	02	04/08/2011	001-4199-419.29-09	ND/JM/FB11 RCYCL CLEANUP	220.00	
						ND/JM/FEB11RECYCLING SRVS	240.00	
						ND/JM/JAN11RECYCLING SRVS	240.00	
						VENDOR TOTAL *	700.00	
0000396 685631 689223 686918 6840681	00 000644 000644 000644 000644	DESERT INDUSTRIAL SUPPLY	02	04/08/2011	001-4630-463.32-04	PR/JP/BUBBLERS	107.17	
						PR/JP/PVC CAPS	4.05	
						PR/JP/ELECT VALVE	62.79	
						PR/JP/RISER EXTENSIONS	61.70	
						VENDOR TOTAL *	235.71	
0002981 PPE 04/03/11	00 PR0408	DR. DANIEL MALLORY O.D.	02	04/08/2011	001-0000-218.08-00	PPE 04/03/11 VISION	65.99	
						VENDOR TOTAL *	65.99	
0000452 94409844 94409844	00 PR0408 PR0408	EMPLOYMENT DEVELOPMENT DEPT.	02	04/08/2011	001-0000-217.05-00	09 AUDIT UNDER PMNT SDI	105.05	
					110-6198-619.17-03	09 AUDIT UNDER PNTLY-INT	23.65	
						VENDOR TOTAL *	128.70	
0005601 103578	00 000644	ERNEST PACKAGING SOLUTIONS	02	04/08/2011	001-4630-463.33-01	PR/JP/CARPET CLEANER	134.58	
						VENDOR TOTAL *	134.58	
0004981 CARID54030	00 000644	FASTENAL COMPANY	02	04/08/2011	001-4630-463.32-04	PR/JP/SEC PLN, SECURITYBT	34.32	
						VENDOR TOTAL *	34.32	
0000478 743959833 743959833 743959833	00 000644 000644 000644	FEDERAL EXPRESS CORP.	02	04/08/2011	001-4210-421.25-03	PD/RS/DOCS TO ROBERT OLSN	22.73	
						PD/PW/PKG TO VISION X	43.46	
						PW/LC/DOCS TO EDA DESIGN	26.53	
						VENDOR TOTAL *	92.72	
0004356 2607800	00 000644	FIRST STRING SPORTS, INC	02	04/08/2011	001-4620-462.36-01	PR/JP/UMPIRE SHIRTS	295.00	
						VENDOR TOTAL *	295.00	
0004156	00	FOLD-A-GOAL						

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VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0004156 65485A	00 000644	FOLD-A-GOAL	02	04/08/2011	001-4620-462.36-01	PR/JP/JUMBO NETS	250.31	
						VENDOR TOTAL *	250.31	
0009999 8136/1258	00 000660	GARCIA, ELVIA	02	04/08/2011	001-0000-220.07-00	PR/JP/RFND RM DEP-GARCIA	250.00	
						VENDOR TOTAL *	250.00	
0001513 9494090005	00 000644	GRAINGER	02	04/08/2011	005-4554-455.32-09	WW/JB/LAMPS	232.52	
						VENDOR TOTAL *	232.52	
0005042 4/18-04/22/11	00 000660	HARKER, KAREN	02	04/08/2011	003-0000-115.03-61	TR/KW/CALACT CONF	145.00	
						VENDOR TOTAL *	145.00	
0004904 3656	00 000644	HEARDS INVESTIGATIONS AND POLYGRAPH	02	04/08/2011	113-6118-618.21-07	HR/KG/PREEMP POLYGRPH	150.00	
						VENDOR TOTAL *	150.00	
0005658 3/17/11	00 000644	HEATHER STONE MEDICAL GROUP	02	04/08/2011	113-6118-618.21-04	HR/KG/DRIVER PHYSICAL	90.00	
						VENDOR TOTAL *	90.00	
0004447 11061 11064 11060	00 PI0498 006622 PI0487 006506 PI0488 006597	HELT ENGINEERING, INC.	02	04/08/2011	002-4340-434.21-09 018-4760-430.21-09 018-4760-430.21-06	REMIB-QUALITY ASSURANCE WRK PRFMD 02/16-02/28/11 WRK PRFMD 02/16-02/28/11	4,937.50 330.00 4,845.00	
						VENDOR TOTAL *	10,112.50	
0003383 25584151 25617161	00 000644 000644	HOBART SERVICE	02	04/08/2011	001-4630-463.23-03 001-4630-463.23-03	PR/JP/DOOR LIFT ASSY PR/JP/PC KIT LOWER WATER	762.55 497.86	
						VENDOR TOTAL *	1,260.41	
0000642 PPE 04/03/11	00 PR0408	ICMA RETIREMENT TRUST-457	02	04/08/2011	001-0000-218.10-02	PPE 04/03/11 DEF COMP	8,505.03	
						VENDOR TOTAL *	8,505.03	
0005043 6410	00 000650	IN TIME SOLUTIONS	02	04/08/2011	111-6119-619.29-07	MIS/CB/12 MNT SUPPORT PLN	175.00	
						VENDOR TOTAL *	175.00	
0004724 123307314	00 000644	INCONTACT, INC	02	04/08/2011	130-6510-651.26-03	CH/JP/02/15-03/15/11 SRVS	291.52	
						VENDOR TOTAL *	291.52	
0002088 1308	00 000644	INTERSTATE SALES (INC)	02	04/08/2011	001-4210-421.31-01	PD/RS/FLAGSTAND, SIGNS	1,160.98	

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0002088	00	INTERSTATE SALES (INC)						
						VENDOR TOTAL *	1,160.98	
0000398 FOR31630	00	JIM CHARLON FORD, INC. 000650	02	04/08/2011	140-6710-671.35-10	PW/LW/MOTOR&FAN,RELAY	382.99	
						VENDOR TOTAL *	382.99	
0002989 1969	00	JUDICIAL DATA SYSTEMS CORP 000650	02	04/08/2011	001-4210-421.21-09	PD/PW/FEB11 PARKING CITES	100.00	
						VENDOR TOTAL *	100.00	
0002185 JAN11 AUG10	00	KERN COUNTY AUDITOR CONTROLLER 000650 000650	02	04/08/2011 04/08/2011	001-4210-421.21-09 001-4210-421.21-09	PD/RS/PARKING CITATIONS PD/RS/AUG10 PARKING CITES	55.00 40.00	
						VENDOR TOTAL *	95.00	
0003102 103637	00	KERN COUNTY DISTRICT ATTORNEY 000650	02	04/08/2011	001-0000-220.02-00	PD/RS/ASSET FORFT 10-0107	1,002.62	
						VENDOR TOTAL *	1,002.62	
0000736 301226 301226	00	KERN TURF SUPPLY, INC. PI0500 006639 PI0501 006639	02	04/08/2011 04/08/2011	001-4630-463.32-04 130-6510-651.32-04	SUPER TURF SUPER TURF	2,573.88 2,573.87	
						VENDOR TOTAL *	5,147.75	
0009999 7384/1204 8706/6123	00	LAMMERS, AMANDA 000660 000660	02	04/08/2011 04/08/2011	001-0000-220.07-00 001-0000-352.02-02	PR/JP/RND RM DEP-LAMMERS PR/JP/RND GAZEBO&CHAIRS	250.00 112.50	
						VENDOR TOTAL *	362.50	
0000784 MAR11	00	LEMIEUX & O'NEIL A PROFESSIONA PI0493 006523	02	04/08/2011	113-6040-604.21-03	MAR11 CITY RETAINER	7,000.00	
						VENDOR TOTAL *	7,000.00	
0005805 1300809 1300808	00	LEWIS BARRICADE 000650 PI0499 006633	02	04/08/2011 04/08/2011	002-4340-434.32-05 002-4340-434.41-99	ST/LW/CONES, CONE NUTS ASPHALT ROLLER	597.54 13,639.50	
						VENDOR TOTAL *	14,237.04	
0005353 4/19-04/22/11	00	LLOYD, NATHANAEL 000660	02	04/08/2011	001-0000-115.02-10	PD/KW/TA OTS TRAINING	135.00	
						VENDOR TOTAL *	135.00	
0005682 14911	00	MARK THOMAS & COMPANY PI0490 006420	02	04/08/2011	018-4760-430.21-06	PROF SRVS THRU 01/30/11	19,795.71	
						VENDOR TOTAL *	19,795.71	
0005822 2/24-03/31/11	00	MCDONALD, CHERYL L. 000646	02	04/08/2011	001-4620-462.28-15	PR/JP/WATER COLOR CLASS	302.40	

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VEND NO	SEQ#	VENDOR NAME	INVOICE NO	VOUCHER NO	P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005822	00	MCDONALD, CHERYL L.									
									VENDOR TOTAL *	302.40	
0003329	00	MCI COMM SERVICE									
7N987884	MAR11		000646			02	04/08/2011	001-4210-421.26-03	PD/RS/STMNT END 03/19/11	24.83	
									VENDOR TOTAL *	24.83	
0004392	00	MCLAUGHLIN, JED									
4/10-04/15/11			000660			02	04/08/2011	001-0000-115.02-10	PD/KW/TA DEFENSIVE TACTCS	290.00	
									VENDOR TOTAL *	290.00	
0005254	00	METROPOLITAN LIFE INSURANCE COMPANY									
APR11	METLIFE		PR0408			02	04/08/2011	001-0000-218.04-03	APR11 PREMIUM METLIFE	1,579.19	
									VENDOR TOTAL *	1,579.19	
0000840	00	MODERN TROPHY/STUFF ON SHIRTS									
110047			000646			02	04/08/2011	001-4620-462.36-01	PR/JP/BBALL TSHIRTS	518.79	
									VENDOR TOTAL *	518.79	
0005046	00	MOJAVE DESERT BANK									
44200274	APR11		PI0503	006500		02	04/08/2011	900-4630-463.51-01	LOAN PYMNT62OF81 ROOF RPR	3,415.19	
44200274	APR11		PI0504	006500		02	04/08/2011	900-4630-463.52-01	LOAN PYMNT62OF81 ROOF RPR	398.94	
									VENDOR TOTAL *	3,814.13	
0001403	00	MOTION TIRE & WHEEL									
110041			000646			02	04/08/2011	001-4630-463.23-03	PR/JP/MOUNT&DISMOUNT	15.00	
108683			000646			02	04/08/2011	001-4630-463.23-03	PR/JP/FLAT REPAIR	15.00	
108697			000646			02	04/08/2011	001-4630-463.23-03	PR/JP/TIRES	200.75	
									VENDOR TOTAL *	230.75	
0001939	00	MYERS, MICHAEL									
4/19-04/22/11			000660			02	04/08/2011	001-0000-115.02-10	PD/KW/TA OTS TRAINING	135.00	
									VENDOR TOTAL *	135.00	
0005752	00	O'REILLY AUTO PARTS									
2846141061			000646			02	04/08/2011	140-6710-671.35-10	PW/LW/MUFFLER,ELBW,TLPIPE	108.38	
2846141646			000646			02	04/08/2011	140-6710-671.35-10	PW/LW/BATTERY CHARGER	32.46	
									VENDOR TOTAL *	140.84	
0004039	00	OGDEN BENEFITS ADMINISTRATION, INC									
APR11	ADMN		FEESPR0408			02	04/08/2011	001-0000-218.07-03	APR11 DENTAL ADMN FEES	435.00	
									VENDOR TOTAL *	435.00	
0009999	00	PACIFIC INSTITUTE DEFENSIVE TACTICS									
4/10-04/15/11			000660			02	04/08/2011	001-4210-421.25-01	PD/KW/REG DEFENSIVE TACTC	554.00	
									VENDOR TOTAL *	554.00	
0003199	00	PACKWRAP BUSINESS CENTER, INC									
26774			000646			02	04/08/2011	113-6115-615.34-01	FN/TS/DIRECT DEPOSIT PAPER	313.93	

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0003199	00	PACKWRAP BUSINESS CENTER, INC						
						VENDOR TOTAL *	313.93	
0002268	00	PARS TRUSTEE						
PPE 04/03/11	PR0408		02	04/08/2011	001-0000-218.01-02	PPE 04/03/11 PARS	246.82	
						VENDOR TOTAL *	246.82	
0005724	00	PENFIELD & SMITH ENGINEERS, INC.						
105223		PI0497 006617	02	04/08/2011	001-4430-443.21-09	PROF SRVS 01/31-02/27/11	7,967.50	
105224		PI0495 006547	02	04/08/2011	018-4760-430.21-06	PROF SRVS 01/31-02/27/11	10,305.00	
						VENDOR TOTAL *	18,272.50	
0004620	00	PORAC						
7596	000646		02	04/08/2011	001-4210-421.28-07	PD/RS/APR-JUN11 MBRSH	80.00	
						VENDOR TOTAL *	80.00	
0004619	00	PORAC LEGAL DEFENSE FUND						
600230299JUN11	000646		02	04/08/2011	001-4210-421.28-07	PD/PW/LDF DUES RESRV OFCR	96.00	
						VENDOR TOTAL *	96.00	
0002673	00	POSTAGE BY PHONE						
3/28/11	000646		02	04/08/2011	001-4199-419.26-02	ND/EP/POSTAGE REFILL	500.00	
						VENDOR TOTAL *	500.00	
0001035	00	RAMOS/STRONG, INC.						
241904		PI0496 006601	02	04/08/2011	140-6710-671.35-01	900 GAL REG GAS	3,215.44	
						VENDOR TOTAL *	3,215.44	
0001668	00	RELISTAR LIFE INS CO OF N.Y						
10A8159399	PR0408		02	04/08/2011	001-0000-218.10-03	PPE 04/03/11 DEF COMP	18.00	
						VENDOR TOTAL *	18.00	
0005567	00	RMT EQUIPMENT						
Q30364	000646		02	04/08/2011	001-4630-463.23-03	PR/JP/AIR PACK SWITCH	288.38	
						VENDOR TOTAL *	288.38	
0005497	00	ROBBS, CANDICE						
4/09-04/16/11	000660		02	04/08/2011	001-0000-115.02-10	PD/KW/TA ADV HUMANE ACDMY	365.00	
						VENDOR TOTAL *	365.00	
0005154	00	ROBINSON, TRAMMELL G. II						
1/30-03/05/11	000660		02	04/08/2011	001-4620-462.28-15	PR/JP/BBALL OFFICIAL	104.00	
						VENDOR TOTAL *	104.00	
0005381	00	RUTHERFORD, JOSHUA						
4/18-04/22/11	000660		02	04/08/2011	001-0000-115.02-10	PD/KW/TA CAPE CONF	155.00	
						VENDOR TOTAL *	155.00	
0002008	00	SECURITY ENGINEERING						

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VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0002008	00	SECURITY ENGINEERING						
49881	000646		02	04/08/2011	001-4210-421.31-01	PD/RS/KEYS & LOCKS	41.03	
49876	000646		02	04/08/2011	001-4210-421.31-01	PD/RS/KEYS-TRAILERS	12.67	
49855	000646		02	04/08/2011	001-4210-421.31-01	PD/RS/KEYS-TRAILERS	11.37	
49898	000646		02	04/08/2011	001-4630-463.32-04	PR/JP/LOCKS	49.69	
49889	000646		02	04/08/2011	001-4630-463.32-04	PR/JP/KEYS	4.33	
49785	000646		02	04/08/2011	001-4630-463.32-04	PR/JP/PADLOCKS	77.62	
						VENDOR TOTAL *	196.71	
0004609	00	SHAVER, STARLA						
4/18-04/22/11	000660		02	04/08/2011	003-0000-115.03-61	TR/KW/CALACT CONF	145.00	
						VENDOR TOTAL *	145.00	
0005673	00	SHRED-IT FRESNO						
1185337225	000646		02	04/08/2011	015-4570-457.21-09	CD/JM/MAR11 SHREDING SRVS	212.80	
						VENDOR TOTAL *	212.80	
0003032	00	SMITH PIPE & SUPPLY INC.						
2252688	000647		02	04/08/2011	001-4630-463.32-04	PR/JP/BUBBLERS	245.29	
2247817	000647		02	04/08/2011	001-4630-463.32-04	PR/JP/BUBBLERS,WEED KILLR	630.79	
						VENDOR TOTAL *	876.08	
0003118	00	SOLANO MSW PHD, ERNEST M.						
3/15/11AS	000647		02	04/08/2011	113-6118-618.21-07	HR/KG/PRE EMP PSYCH EVAL	400.00	
						VENDOR TOTAL *	400.00	
0002127	00	SOUTH KERN MACHINERY						
1841481	000647		02	04/08/2011	005-4554-455.32-09	WW/JB/DRIVELCY	62.67	
						VENDOR TOTAL *	62.67	
0005398	00	SPEER, DENNIS						
4/18-04/22/11	000660		02	04/08/2011	003-0000-115.03-61	TR/KW/CALACT CONF	145.00	
						VENDOR TOTAL *	145.00	
0005744	00	STAPLES ADVANTAGE						
3151235332	000647		02	04/08/2011	001-4210-421.34-01	PD/RS/ARCH BOARD	18.86	
3151235331	000647		02	04/08/2011	001-4210-421.34-01	PD/RS/PENS	14.16	
3151235330	000647		02	04/08/2011	001-4210-421.34-01	PD/RS/KLEENEX	6.81	
3151235329	000647		02	04/08/2011	001-4210-421.34-01	PD/RS/PENS,DISINFCT WIPES	31.94	
3151559141	000647		02	04/08/2011	001-4610-461.36-01	PR/JP/FOAMBRD,BINDERS,ENV	144.73	
3151559142	000647		02	04/08/2011	001-4620-462.34-01	PR/JP/PAPER, TONER	101.43	
3151833780	000647		02	04/08/2011	113-6115-615.34-01	FN/TS/STAPLES,WALL FILE	50.55	
						VENDOR TOTAL *	368.48	
0004109	00	TETRA TECH INC.						
50436164	PI0505	006164	02	04/08/2011	005-4554-455.21-04	PROF SRVS THRU 02/28/11	6,720.00	
50436164	PI0506	006587	02	04/08/2011	005-4554-455.21-04	PROF SRVS THRU 02/28/11	2,837.04	
						VENDOR TOTAL *	9,557.04	

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VEND NO	SEQ#	VENDOR NAME							EFT, EPAY OR
INVOICE	VOUCHER	P.O.	BNK	CHECK/DUE	ACCOUNT	ITEM		CHECK	HAND-ISSUED
NO	NO	NO		DATE	NO	DESCRIPTION		AMOUNT	AMOUNT
0005647	00	THORNBERRY, MICHEAL							
3/21-03/25/11	000649		02	04/08/2011	001-4620-462.28-15	PR/JP/ARCHERY CAMP		160.00	
						VENDOR TOTAL *		160.00	
0001206	00	TORTOISE COMMUNICATIONS, INC.							
10780	000649		02	04/08/2011	001-4210-421.28-01	PD/RS/MAR-APR11 SITE RENT		720.00	
						VENDOR TOTAL *		720.00	
0000153	00	TOYOTA OF RIDGECREST							
TOCS127245	000649		02	04/08/2011	140-6710-671.23-01	PW/LW/ENGINE CHECK R333		220.83	
						VENDOR TOTAL *		220.83	
0003740	00	UFCW LOCAL 8							
APR11 DUES	PR0408		02	04/08/2011	001-0000-218.03-01	APR11 RACE UNION DUES		611.00	
						VENDOR TOTAL *		611.00	
0005460	00	US BANK (CALCARDS)							
1/24/11SMITHRI	000664		02	04/08/2011	001-0000-116.02-10	PD/PW/PERSONAL CHARGES		40.00	
1/24/11SMITHRI	000664		02	04/08/2011	001-0000-116.02-10	PD/PW/PERSONAL CHARGES		14.92	
1/24/11SMITHRI	000664		02	04/08/2011	001-0000-116.02-10	PD/PW/PERSONAL CHARGES		10.95	
1/24/11SMITHRI	000664		02	04/08/2011	001-0000-116.02-10	PD/PW/PERSONAL CHARGES		50.00	
1/24/11SMITHRO	000664		02	04/08/2011	001-0000-116.02-10	PD/PW/PERSONAL CHARGES		2.99	
1/24/11AGOSTINA	000653		02	04/08/2011	001-4210-421.25-01	PD/RS/FOOD		15.00	
1/24/11BALL	000653		02	04/08/2011	001-4210-421.25-01	PD/RS/TASER RECERT		175.00	
1/24/11BALL.	000653		02	04/08/2011	001-4210-421.25-01	PD/RS/TASER RECERT		175.00	
1/24/11BALL	000654		02	04/08/2011	001-4210-421.25-01	PD/RS/REGISTRATION		500.00	
1/24/11BALL	000654		02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL		35.99	
1/24/11BALL	000654		02	04/08/2011	001-4210-421.25-01	PD/RS/LAW ENFRCE VLNTRS		75.00	
1/24/11BALL	000654		02	04/08/2011	001-4210-421.25-01	PD/RS/LODGING		376.32	
1/24/11BALL	000654		02	04/08/2011	001-4210-421.25-01	PD/RS/CPCA CHIEF'S ASSIST		395.00	
1/24/11BALL	000654		02	04/08/2011	001-4210-421.25-01	PD/RS/INVSTGT INTRVW		472.00	
1/24/11BLOWERS	000654		02	04/08/2011	001-4210-421.29-09	PD/RS/COMMENDATION BARS		93.50	
1/24/11BLOWERS	000654		02	04/08/2011	001-4210-421.31-01	PD/RS/SHREDDER		901.95	
1/24/11BROWNA	000655		02	04/08/2011	001-4210-421.39-01	PD/RS/SD CARD		21.64	
1/24/11CASTANE	000655		02	04/08/2011	001-4210-421.25-02	PD/RS/FUEL		21.15	
1/24/11DAMPIER	000656		02	04/08/2011	001-4210-421.38-01	PD/RS/MEAL DUI CHECKPOINT		6.87	
1/24/11DILLEY	000656		02	04/08/2011	001-4210-421.25-01	PD/PW/MEAL		9.53	
1/24/11DILLEY	000656		02	04/08/2011	001-4210-421.25-01	PD/PW/FUEL		42.91	
1/24/11DILLEY	000656		02	04/08/2011	001-4210-421.25-01	PD/PW/LODGING 1/9-13/11		655.55	
1/24/11LAURITZE	000656		02	04/08/2011	001-4210-421.25-01	PD/RS/MEAL		7.36	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.35-01	PD/RS/FUEL		20.88	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL		99.00	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.25-01	PD/RS/MEAL		66.91	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.25-01	PD/RS/MEAL		6.47	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL		13.35	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.25-01	PD/RS/LODGING 1/12/11		105.14	
1/24/11LLOYD	000656		02	04/08/2011	001-4210-421.31-01	PD/RS/LOCKS FOR TRAILER		27.05	
1/24/11MCLAUGHL	000656		02	04/08/2011	001-4210-421.25-02	PD/RS/FUEL		21.01	
1/24/11MCLAUGHL	000656		02	04/08/2011	001-4210-421.25-02	PD/RS/FUEL		20.03	

PROGRAM: GM339L

AS OF: 04/08/2011 CHECK DATE: 04/08/2011

CITY OF RIDGECREST

UNION BANK-GENERAL CHECKING

BANK: 02

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005460 00 US BANK (CALCARDS)								
1/24/11	MCLAUGHL	000656	02	04/08/2011	001-4210-421.25-02	PD/RS/MEAL RVRSD E INTRVW	18.77	
1/24/11	MERZLAK	000656	02	04/08/2011	001-4210-421.25-01	PD/RS/MEAL DRVNG SMLTN	26.70	
1/24/11	MYERS	000657	02	04/08/2011	001-4210-421.25-01	PD/PW/MEAL, OHV TRNG	8.54	
1/24/11	MYERS	000657	02	04/08/2011	001-4210-421.25-01	PD/PW/MEAL OHV TRNG	59.20	
1/24/11	MYERS	000658	02	04/08/2011	001-4210-421.25-01	PD/PW/MEAL, OHV TRNG	28.47	
1/24/11	MYERS	000658	02	04/08/2011	001-4210-421.25-01	PD/PW/MEAL, OTS	35.80	
1/24/11	MYERS	000658	02	04/08/2011	001-4210-421.25-01	PD/PW/LODGING 1/17-18/11	92.45	
1/24/11	PUDGORSK	000661	02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL	34.00	
1/24/11	PUDGORSK	000661	02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL	55.00	
1/24/11	PUDGORSK	000661	02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL	43.10	
1/24/11	PUDGORSK	000661	02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL	35.25	
1/24/11	RUTHERFO	000661	02	04/08/2011	001-4210-421.31-01	PD/RS/OFFICE MATERIALS	40.53	
1/24/11	RUTHERFO	000661	02	04/08/2011	001-4210-421.34-01	PD/RS/OFFICE CHAIRS	487.09	
1/24/11	RUTHERFO	000661	02	04/08/2011	001-4210-421.38-01	PD/RS/FOOD	8.92	
1/24/11	RUTHERFO	000661	02	04/08/2011	001-4210-421.34-01	PD/RS/DRY ERASE MARKERS	7.40	
1/24/11	RUTHERFO	000661	02	04/08/2011	001-4210-421.34-01	PD/RS/HOOKS	30.18	
1/24/11	SMITHRI	000664	02	04/08/2011	001-4210-421.25-01	PD/PW/FOOD	14.80	
1/24/11	STAGE	000664	02	04/08/2011	001-4210-421.28-07	PD/PW/CA PET SHP LAW GDE	168.00	
1/24/11	TURBIDE	000664	02	04/08/2011	001-4210-421.25-01	PD/RS/FUEL	31.75	
1/24/11	WHEELER	000664	02	04/08/2011	001-4210-421.31-01	PD/RS/BATTERIES	279.51	
1/24/11	WHEELER	000664	02	04/08/2011	001-4210-421.31-01	PD/RS/FLIP CAMERAS	281.43	
1/24/11	WHEELER	000664	02	04/08/2011	001-4210-421.25-01	PD/RS/FOOD FOR TRAINING	55.68	
1/24/11	WHEELER	000664	02	04/08/2011	001-4210-421.25-01	PD/RS/LODGING FOR TRN	104.45	
1/24/11	CHARLON	000655	02	04/08/2011	001-4480-448.34-01	CD/JM/FRAMES	25.95	
1/24/11	BECK	000654	02	04/08/2011	001-4620-462.36-01	PR/JP/CANDY, TOYS, CRAFTS	492.80	
1/24/11	BROWNR	000655	02	04/08/2011	001-4630-463.35-01	PR/JP/FUEL	61.00	
1/24/11	BROWNR	000655	02	04/08/2011	001-4630-463.32-04	PR/JP/SHOVEL - SIFTER	74.16	
1/24/11	BROWNR	000655	02	04/08/2011	001-4630-463.32-04	PR/JP/SHOVEL - SIFTER	74.15	
1/24/11	BROWNR	000655	02	04/08/2011	001-4630-463.32-04	PR/JP/CONCRETE ANCHORS	102.89	
1/24/11	BROWNR	000655	02	04/08/2011	001-4630-463.32-03	PR/JP/ALTERNATOR	331.79	
1/24/11	HARKER	000656	02	04/08/2011	001-4720-410.34-01	PW/DS/DAY TIMERS	40.15	
1/24/11	SPEER	000664	02	04/08/2011	001-4720-410.25-01	PW/DS/FUEL	36.03	
1/24/11	BRADLEY	000654	02	04/08/2011	018-4191-419.41-99	MIS/KW/GAS CAN	25.87	
1/24/11	BRAEM	000654	02	04/08/2011	018-4191-419.41-99	MIS/CB/CABLE	764.22	
1/24/11	BRAEM	000654	02	04/08/2011	018-4191-419.41-99	MIS/CB/FAN OUT KITS	217.93	
1/24/11	BRAEM	000654	02	04/08/2011	018-4191-419.41-99	MIS/CB/FAN OUT KIT	335.86	
1/24/11	BRAEM	000654	02	04/08/2011	018-4191-419.41-99	MIS/CB/FIBER CABLE CNNCTR	404.87	
1/24/11	BLOWERS	000654	02	04/08/2011	066-4610-410.29-10	PD/RS/EOY PRTY YTH ADVSRY	353.00	
1/24/11	BRADLEY	000654	02	04/08/2011	111-6119-619.41-27	MIS/KW/LAPTOP	1,069.99	
1/24/11	BRADLEY	000654	02	04/08/2011	111-6119-619.31-01	MIS/KW/BATTERY	121.78	
1/24/11	BRAEM	000654	02	04/08/2011	111-6119-619.31-01	MIS/CB/BATTERIES	440.20	
1/24/11	BRAEM	000654	02	04/08/2011	111-6119-619.41-27	MIS/CB/LAPTOP	1,054.45	
1/24/11	BRAEM	000654	02	04/08/2011	111-6119-619.41-27	MIS/CB/LAPTOP	1,069.99	
1/24/11	BRAEM	000654	02	04/08/2011	111-6119-619.32-08	MIS/CB/SOLID STATE HDDS	474.11	
1/24/11	BRAEM	000654	02	04/08/2011	111-6119-619.32-03	MIS/CB/ID CARDS, CLNR	831.54	
1/24/11	BRAEM	000654	02	04/08/2011	111-6119-619.32-08	MIS/CB/VDEO CRDS, USB CBL	422.14	
1/24/11	HOLLOWAY	000656	02	04/08/2011	113-6010-601.25-01	CC/KW/AIRLINE TICKETS	295.40	
1/24/11	HOLLOWAY	000656	02	04/08/2011	113-6010-601.25-01	CC/KW/MEAL	27.00	

PROGRAM: GM339L

AS OF: 04/08/2011 CHECK DATE: 04/08/2011

CITY OF RIDGECREST

UNION BANK-GENERAL CHECKING

BANK: 02

VEND NO	SEQ#	VENDOR NAME	BNK	CHECK/DUE	ACCOUNT	ITEM	CHECK	EFT, EPAY OR
INVOICE	VOUCHER	P.O.		DATE	NO	DESCRIPTION	AMOUNT	HAND-ISSUED
NO	NO	NO						AMOUNT

0005460	00	US BANK (CALCARDS)						
1/24/11HOLLOWAY	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/PARKING	75.00	
1/24/11HOLLOWAY	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/HOTEL 1/17-21/11	631.15	
1/24/11MORGANS	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/AIRFARE	55.00	
1/24/11MORGANS	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/RGSTRTION, KERN COG	50.00	
1/24/11MORGANS	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/MEALS	55.30	
1/24/11MORGANS	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/FUEL	48.00	
1/24/11MORGANS	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/PARKING	55.00	
1/24/11MORGANS	000656		02	04/08/2011	113-6010-601.25-01	CC/KW/MEAK, KERN COG	41.28	
1/24/11CARTER	000658		02	04/08/2011	113-6010-601.25-01	CC/EP/LUGGAGE CHARGE	25.00	
1/24/11CARTER	000658		02	04/08/2011	113-6010-601.25-01	CC/EP/LODGING 1/19-21/11	503.09	
1/24/11PATIN	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/CVS PHARMACY	33.08	
1/24/11PATIN	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/FOOD	10.06	
1/24/11PATIN	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/FOOD	3.02	
1/24/11PATIN	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/LODGING	603.01	
1/24/11PATIN	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/PARKING	72.00	
1/24/11PATIN	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/FOOD	30.99	
1/24/11PETERSON	000661		02	04/08/2011	113-6010-601.25-01	CC/EP/FOOD	40.83	
1/24/11WILSON	000664		02	04/08/2011	113-6020-602.25-01	AD/KW/ARLN TCKT SCRMNTO	195.40	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/ARLN TCKTS 1/17-23	305.40	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.21-09	AD/KW/AT&T DATA PLAN	25.00	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.34-01	AD/KW/OFFICE SUPPLIES	2.52	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/INTRO TO REDELOPMNT	495.00	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/ARLN TCKTS 2/1/11	151.40	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/ARLN TCKTS 2/6/11	118.70	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/BART	5.20	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/PARKING	3.00	
1/24/11WILSON	000665		02	04/08/2011	113-6020-602.25-01	AD/KW/AMTRAK	46.00	
1/24/11WILSON	000666		02	04/08/2011	113-6020-602.25-01	AD/KW/DINING	117.68	
1/24/11FORD	000656		02	04/08/2011	113-6030-603.29-09	AD/KW/HOTEL INTERNET SRVS	5.00	
1/24/11SLOANT	000664		02	04/08/2011	113-6115-615.25-03	FN/WS/SHIP RDA RPT TO SCO	27.39	
VENDOR TOTAL *							19,402.26	
0001258	00	VALIC						
PPE 04/03/11	PR0408		02	04/08/2011	001-0000-218.10-01	PPE 04/03/11 DEF COMP	275.00	
VENDOR TOTAL *							275.00	
0004594	00	VERIZON BUSINESS (LONG DISTANCE)						
98056497181103	000649		02	04/08/2011	001-4630-463.26-01	PR/JP/02/18-03/14/11 SRVS	27.85	
VENDOR TOTAL *							27.85	
0000308	00	VERIZON CALIFORNIA						
7603758657APR11000649			02	04/08/2011	001-4210-421.26-01	PD/RS/03/19-04/19/11 SRVS	101.74	
7603759817APR11000649			02	04/08/2011	001-4630-463.26-01	PR/JP/03/19-04/19/11 SRVS	85.87	
7604461399APR11000649			02	04/08/2011	005-4554-455.26-01	WW/JB/03/25-04/25/11 SRVS	43.55	
7604464631APR11000649			02	04/08/2011	005-4554-455.26-01	WW/JB/03/13-04/13/11 SRVS	50.81	
7603711457APR11000649			02	04/08/2011	130-6510-651.26-01	CH/JP/03/19-04/19/11 SRVS	123.99	
VENDOR TOTAL *							405.96	

BANK: 02

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0002135 3106	00 000649	WAL-MART COMMUNITY	02 04/08/2011	001-4620-462.38-02	PR/JP/CANDIES	100.86	
					VENDOR TOTAL *	100.86	
0005821 4/01/11	00 000649	WARDLAW, MARK T	02 04/08/2011	001-4480-448.21-09	CD/JM/MILAGE REIMBURSMENT	182.58	
					VENDOR TOTAL *	182.58	
0001958 72517277 72517507	00 000649 000649	WAXIE SANITARY SUPPLY	02 04/08/2011 02 04/08/2011	001-4630-463.33-01 001-4630-463.33-01	PR/JP/NOZZLE BRUSH PR/JP/PPR TWLS,PUMICE BAR	9.13 794.17	
					VENDOR TOTAL *	803.30	
0005748 3/17-03/18/11	00 000649	WILSON, KURT	02 04/08/2011	113-6010-601.25-01	AD/KW/LCW EMP LAW CONF	263.27	
					VENDOR TOTAL *	263.27	
0005349 500003771	00 PI0494 006537	YORK INSURANCE SERVICE GROUP	02 04/08/2011	110-6195-619.28-06	MAR11 WRKS CMP CLM ADMN	3,062.50	
					VENDOR TOTAL *	3,062.50	
		02 UNION BANK-GENERAL CHECKING			BANK TOTAL *	155,214.82	

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT: Expenditure Approval List (DWR) as of 04/08/2011
PRESENTED BY: W. Tyrell Staheli
SUMMARY: Attached is the Expenditure Approval List (DWR), for 04/08/2011: RDA Total: \$567,620.97
FISCAL IMPACT: RRA Fund: \$567,620.97 Reviewed by Finance Director/RDA Treasurer:
ACTION REQUESTED: Receive and file as presented.
CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION: Action as requested:

Submitted by: Kelly Brewton

Action Date: 04/20/11

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BANK: 03

VEND NO INVOICE NO	SEQ# VOUCHER NO	VENDOR NAME P.O. NO	BNK	CHECK/DUE DATE	ACCOUNT NO	ITEM DESCRIPTION	CHECK AMOUNT	EFT, EPAY OR HAND-ISSUED AMOUNT
0005164 795	00	GREATER AV ECONOMIC ALLIANCE PI0485 006653	03	04/08/2011	009-4460-446.28-07	ANNL INVESTOR MEMBERSHIP	2,500.00	
						VENDOR TOTAL *	2,500.00	
0000777 4685	00	LEAGUE OF CALIFORNIA CITIES 000663	03	04/08/2011	009-4460-446.28-07	RRA/JM/LEGAL DEFENSE FUND	400.00	
						VENDOR TOTAL *	400.00	
0000784 MAR11. MAR11	00	LEMIEUX & O'NEIL A PROFESSIONA PI0491 006523 PI0492 006523	03	04/08/2011 04/08/2011	009-4460-446.21-03 019-4472-447.21-03	MAR11 RRA RETAINER MAR11 RRA RETAINER	1,250.00 1,250.00	
						VENDOR TOTAL *	2,500.00	
0005768 2202494	00	PLACER TITLE COMPANY PI0502 006650	03	04/08/2011	009-4460-446.44-01	LANDRY LAND ESCROW	555,620.97	
						VENDOR TOTAL *	555,620.97	
0005798 6675.	00	U.S. MEDIA TELEVISION, INC. PI0486 006629	03	04/08/2011	009-4460-446.26-04	PYMNT 2- PROFILES SHOW	6,600.00	
						VENDOR TOTAL *	6,600.00	
						BANK TOTAL *	567,620.97	
		03 UNION BANK-RRA FUNDS						

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