



**City Council  
Successor Redevelopment Agency  
Financing Authority  
Housing Authority**

**AGENDA**

**Wednesday**

**Regular**

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

**February 6, 2013**

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

**(760) 499-5000**

**Daniel O. Clark, Mayor  
Jason Patin, Mayor Pro Tempore  
Marshall 'Chip' Holloway, Vice Mayor  
James Sanders, Council Member  
Lori Acton, Council Member**

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## **CITY OF RIDGECREST**

### **CITY COUNCIL REDEVELOPMENT SUCCESSOR AGENCY HOUSING AUTHORITY FINANCING AUTHORITY**

#### **AGENDA**

Regular Council

Wednesday February 6, 2013

#### **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 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**

**PUBLIC COMMENT – CLOSED SESSION**

**AGENDA - CITY COUNCIL - REGULAR**

February 6, 2013

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**CLOSED SESSION**

GC54956.9 Conference with Legal Counsel – Potential Litigation – Public Disclosure of Potential Litigant Would Prejudice the City of Ridgecrest.

**REGULAR SESSION – 6:00 p.m.**

- Pledge Of Allegiance
- Invocation

**CITY ATTORNEY REPORT**

- Closed Session
- Other

**PUBLIC COMMENT**

**PRESENTATIONS**

1. Presentation Of Service Award To Former Planning Commission Chairman Craig Porter Clark
2. Presentation Of The Annual Comprehensive Annual Financial Report (CAFR) Report By the Independent Audit Firm of Pun & McGeady Sloan

**CONSENT CALENDAR**

3. Approve Draft Minutes Of The Special Council Meeting Of January 23, 2013 Ford

**DISCUSSION AND OTHER ACTION ITEMS**

4. Appointments to Council Committees, Boards, and Commissions Clark
5. Community Development Block Grant Application Speer

**ORDINANCES**

6. Introduction And First Reading, An Ordinance Of The City Council Of The City Of Ridgecrest Amending The Municipal Code With Respect To Agencies, Commissions, Boards, and Committees Lemieux

## AGENDA - CITY COUNCIL - REGULAR

February 6, 2013

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### COMMITTEE REPORTS

#### City Organization

Members: Dan Clark, Jim Sanders

Meeting: 2<sup>nd</sup> Tuesday Of The Month At 5:00 P.M.; Council Conference Room

Next Meeting: February 12, 2013

#### Community Development Committee

Members: Jason Patin, Chip Holloway

Meetings: 1<sup>st</sup> Thursday Of The Month At 5:00 P.M.; Council Conference Room

Next Meeting: Cancelled

#### Infrastructure Committee

Members: Dan Clark, Jason Patin

Meeting: 2<sup>nd</sup> Wednesday Of The Month At 5:00 P.M., Council Conference Room

Next Meeting: February 13, 2013

#### Quality Of Life

Members: Chip Holloway, Lori Acton

Meeting: 2<sup>nd</sup> Thursday Of The Month At 5:00 P.M.; Kerr-McGee Center

Next Meeting: February 14, 2013 (Dark in June, July, December, and January)

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

Members: Jim Sanders, Jason Patin

Meetings: 2<sup>nd</sup> Monday Of Odd Numbered Months At 4:00 P.M., Kerr-McGee Center

Next Meeting: March 11, 2013

#### Veterans Advisory Committee

Members: Jason Patin, Lori Acton

Meetings: Every Monday as needed at 6:00 p.m., Council Conference Room

Next Meeting: February 11, 2013

#### Ridgecrest Area Convention And Visitors Bureau (RACVB)

Members: Jason Patin, Chip Holloway

Meetings: 1<sup>st</sup> Wednesday Of The Month, 8:00 A.M.

Next Meeting: March 6, 2013 at location to be announced

### OTHER COMMITTEES, BOARDS, OR COMMISSIONS

#### CITY MANAGER REPORT

#### MAYOR AND COUNCIL COMMENTS

#### ADJOURNMENT

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**CITY COUNCIL/SUCCESSOR REDEVELOPMENT AGENCY/FINANCING  
AUTHORITY/HOUSING AUTHORITY AGENDA ITEM**

<b>SUBJECT:</b> Presentation Of Service Award To Former Planning Commission Chairman Craig Porter
<b>PRESENTED BY:</b> Dan Clark – Mayor
<b>SUMMARY:</b>  City Council will honor the service of Craig Porter for his tenure as the Chairperson for the Ridgecrest Planning Commission.
<b>FISCAL IMPACT:</b> No Fiscal Impact Reviewed by Finance Director
<b>ACTION REQUESTED:</b> Presentation of service award
<b>CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:</b>  Action as requested: Presentation of service award

Submitted by: Dan Clark  
(Rev. 02/13/12)

Action Date: February 6, 2013

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**CITY COUNCIL/SUCCESSOR REDEVELOPMENT AGENCY/FINANCING  
AUTHORITY/HOUSING AUTHORITY AGENDA ITEM**

**SUBJECT:**

Presentation Of the Comprehensive Annual Financial Report (CAFR)

**PRESENTED BY:**

Tess Sloan – Interim Director of Finance

**SUMMARY:**

Members of the independent audit firm of Pun & McGeedy will be present to provide information contained within the Comprehensive Annual Financial Report (CAFR) for Fiscal Year ending June 30, 2012.

The CAFR is an annual report generated by the Finance Department. The primary purpose is to inform the Mayor and City Council of all financial and administrative activities for the previous fiscal year. Additionally, the report provides an opportunity for Ridgecrest Citizens to correlate City services and accomplishments with the expenditures of financial resources.

The CAFR also provides information necessary for the financial community to evaluate the financial practices of the City; assure soundness in accordance with Generally Accepted Accounting Principles (GAAP); and determine the financial capacity of the City to incur and service debt for long-range capital planning.

Staff request is to accept for filing the Comprehensive Annual Financial Report for Fiscal Year ending June 30, 2012.

**FISCAL IMPACT:**

No Fiscal Impact

Reviewed by Finance Director

**ACTION REQUESTED:**

Accept and File the 2012 Comprehensive Annual Financial Report (CAFR)

**CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:**

Action as requested: Accept and File the 2012 Comprehensive Annual Financial Report (CAFR)

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**CITY COUNCIL/SUCCESSOR REDEVELOPMENT AGENCY/HOUSING  
AUTHORITY/FINANCING AUTHORITY AGENDA ITEM**

**SUBJECT:**

Minutes of the Special City Council/Successor Redevelopment Agency/Housing Authority/Financing Authority Meeting of January 23, 2013

**PRESENTED BY:**

Rachel J. Ford, City Clerk

**SUMMARY:**

Draft Minutes of the Special City Council/Successor Redevelopment Agency/Housing Authority/Financing Authority Meeting of January 23, 2013

**FISCAL IMPACT:**

None

Reviewed by Finance Director:

**ACTION REQUESTED:**

Approve minutes

**CITY MANAGER 'S RECOMMENDATION:**

Action as requested: Approve Draft Minutes

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

Action Date: February 6, 2013

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**MINUTES OF THE SPECIAL MEETING OF THE  
RIDGECREST CITY COUNCIL AND  
REDEVELOPMENT SUCCESSOR AGENCY AND  
HOUSING AUTHORITY AND  
FINANCING AUTHORITY**

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

**January 24, 2013  
5:30 p.m.**

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

**CALL TO ORDER at 5:30pm**

**ROLL CALL**

Council Present: Mayor Daniel O. Clark; Mayor Pro-Tem Jason Patin; Vice-Mayor Marshall 'Chip' Holloway; Council Members Jim Sanders and Lori Acton

Staff Present: Interim City Manager Dennis Speer, Deputy City Clerk Ricca Charlon, City Attorney Keith Lemieux, and other staff

**APPROVAL OF AGENDA**

Item No. 5 pulled from the agenda.

*Motion To Approve Agenda As Amended Was Made By Council Member Holloway, Second By Council Member Clark, Motion Carried By Voice Vote Of 3 Ayes, 2 Nays, (Council Members Sanders And Patin) 0 Absent, 0 Abstain.*

**PUBLIC COMMENT – CLOSED SESSION**

**CLOSED SESSION – 5:30 p.m.**

GC54956.9 (B) Conference with Legal Counsel - Potential Litigation – Public Disclosure Of Potential Litigant Would Prejudice The City Of Ridgecrest And The Ridgecrest Redevelopment Successor Agency. Agency Negotiators Interim City Manager Dennis Speer, Redevelopment Consultant Jim McRea, Economic Development Program Manager Gary Parsons

**SPECIAL SESSION – 6:00 p.m.**

- Pledge Of Allegiance
- Invocation

## MINUTES - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

January 23, 2013

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### CITY ATTORNEY REPORT

- Closed Session
  - Met with Redevelopment Successor Agency legal counsel - Received report, no reportable action taken.
- Other
  - none

### PUBLIC COMMENT

Sharon Paxton

- After reading articles in the newspaper was very upset regarding the retooling of the Measure 'L' committee and discussion of use of the funds.
- Did vote for Measure 'L' and asks Council to think about how staff went door to door and encouraged public to vote for funds to go toward streets and public safety, not special interest groups.
- Expectation is for Council to represent what people voted for and asked Council to be ethical in their decisions.

Jim Fallgatter

- Congratulated Council for pulling Measure 'L' Re-Visioning item and assumes it is for positive reason.
- Misguided and sent a wrong message to the City and hopes damage is repairable.
- Asked for the healing will begin tonight, worried Council wants to visit the re-visioning later.
- From attending oversight committee meeting, the members are doing an outstanding job and doing exactly what ordinance required.
- Members provided their capabilities on application forms; members are doing a very good job.
- This is the opinion of everyone who attended that and other meetings. Spreadsheets and reports prepared for Council is new information this City did not see during the budget process and is excellent insight into past expenditures and budgets.
- Information provided will be huge help in managing money during this economic crisis.
- Hard work by volunteers who are expert and professional at their jobs.
- Asked Council to not discount their (committee members) work and be happy for what they accomplished.
- Council should get the reports.
- Referenced service of both he and the Mayor on the Ridgecrest Redevelopment Successor Agency Oversight Committee and recommendations made to fund the budget requirements of staff within the City.
- Suggested the City fund staff to assist the Committee with their job rather than pulling the rug out from beneath them.
- Referenced Mayor and Council Member Acton's campaign literature pertaining to trust and transparency.

## MINUTES - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

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Christina Whitt

- Disturbed by the mention of re-visioning.
- Commended Phil Salvatore for work performed on budget report.
- Believes the base line is important and is pointing to a balanced budget without Measure 'L' funds.
- Stated that Measure 'L' should augment what is already there.
- Stated that the City does not currently have a balanced budget.
- Mentioned that Military Base travelers are decreasing therefore TOT will be decreasing.
- Re-stated that Measure 'L' funds were to augment streets and police.
- Referenced friends who visit and comments of not moving here because of the condition of streets.
- Very happy with the reports the committee prepared which give a better understanding of the budget.
- Referenced articles in the local newspapers and how opponents of the trash issue are now opponents of Measure 'L'.
- Stated her hope that the Mayor and Council do not hold the same disdain and contempt for the public as the previous Mayor has shown in recent interviews.
- Affirmed that the Ordinance states the committee obligations.

Dave Matthews

- Grandson is visiting from San Diego.
- Spoke on the word re-visoring which means restructuring of society.
- Did not make it to the last Measure 'L' meeting but was concerned with what was read in the papers and heard from individuals.
- Tax comes into general fund, think people are overlooking something and that is putting a line item in the general fund that says Measure 'L' with income and outgo.

Jerry Taylor

- Referenced an email sent to Council that day.
- Talked about the City incorporation for 50 years.
- Stated he walked for and voted for Measure 'L' and strongly feels it is necessary.
- City needs to think about future Measures and building credibility.
- Only passed by 500 votes and asked what the count would be next time.
- Took an Unofficial poll of persons who voted for the Measure and whether they would vote for it again and there was a 90% drop in votes.
- Committee is trying to do things ethically and strongly suggest Council does a draft budget without Measure 'L' funds.
- Asked Council to develop two budgets, the first showing a balanced budget without Measure 'L' funds and the second with Measure 'L' augmenting the budget.
- Understands that police officers would need to be cut but can show how those officers can be saved with Measure 'L' funding.
- Asking Council to live without Measure 'L' and make the hard cuts now.

## MINUTES - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

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- Suggested this process would take the responsibility out of the committee's hands.
- Asked Council do the right thing.

### Unknown Speaker

- Concerned about what is happening in the Community.
- Has children in this Community and concerned about the potential or pending cuts to parks and recreation.
- Feels Parks and Recreation is a big part of City government and should be supported.
- Current crisis exceeds those faced in the past and realizes Council and staff is looking for programs that will serve this Community.
- Very concerned about the closure of the pool and feel this would be a great loss to the Community.
- Asked Council to seek desperate measures to fund the pool.
- Community needs the pool and is willing to take part in the fight to keep the pool open.
- Ridgecrest is unique and she does not want to live in a Community where equal opportunities are not available for children to participate.
- Needs should not be ignored and is willing to work with Council to find a solution.
- History of parks and recreation should not be lost in this Community.

### Tom Wiknich

- Mentioned Christina Whitt's reference to newspaper article.
- Commented that perception is reality to many people and the current perception is that things are going on behind the scenes that public is not seeing.
- Words such as 'We' infers that Council has spoken on this subject but it was not discussed at public meetings.
- Transparency issue, whether true or not, the perception is there.
- Tonight item was pulled from agenda for legal reason. Wants to know why.
  - Keith Lemieux responded that he wanted the opportunity to speak with the committee, appears this issue might be diffused by open communication about the City's expectations of the committee. Would like to meet with some of the members.
- Commented that the Community wants transparency and want this issue discussed in public.
- Asked Council to submit a balanced budget without Measure 'L' and then show what it looks like with Measure 'L'.
- Mentioned he had a number of people ask, as the person who ran the initiative, if the election changed anything with regard to the responsibilities of the Mayor.
- The Mayor is just one vote, same as the rest of Council. No additional duties or responsibilities added by the initiative.

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George 'Andy' Anderson

- Stated that he does not like the sound of what the attorney said
- Meeting with specific members is not in an open forum.
- Sounds like going behind our back.
- Agree with Mr. Wiknich that a balanced budget without Measure 'L' is the way to go then augment the balanced budget with Measure 'L' money.
- Mayor says we work at the pleasure of City Council, which is true, but our orders come from the ordinance and campaign literature.
- Please make this right and make it work.

Phil Salvatore

- City provides an amenity in parks that is used by the valley but people are not paying for it.
- Referenced admission fees and discussion of parks and recreation district.
- How Council deals with Measure 'L' will determine the ability of Council to go to public with a parks district.
- Unless county and City share facilities and cost, or comes up with a joint district where the tax burden is spread across the valley, then might have to come up with a membership card with higher costs for those coming from other regions.
- Measure 'L' funding needs to use it for road repairs, referenced the pavement management plan and would like to see that plan happen.

Jim Fallgatter

- City needs to generate revenue.
- City is working on digital 395, from economic development, view would like to see a high profile move to help our budget and see the possibilities available for businesses to utilize a high capacity internet.
- Would like to see Council to give direction to Economic Development to pursue options like Digital 395.

Barbara Auld

- Carefully read the ordinance again and recommend public get the ordinance from City Clerk, which outlines what the duties of the committee.
- Compare what was handed out at the committee meeting.
- The handout was not dated nor was the author identified, anything coming from Council should be dated and the author identified.
- Do not agree with duties listed in the Lemieux letter, they do not match the ordinance.
- Encouraged the public to read the Ordinance.
- Want City Council and committee to do what is expected from the public.
- Mentioned Kurt Wilson and read an email given to her by Jan Bennett.
- Kurt was questioned about how the audit and oversight committee was going to be paid for.
- This is an oversight committee and not an advisory committee.

## MINUTES - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

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- Answer from Kurt is committee is not expected to have notable expenses; the audit would be paid for by the Measure, which is a couple thousand dollars of the million dollar proceeds of the tax.

Jim Rachels

- Credibility crisis is upon us.
- Did not support Measure 'L' because believed the money would be spent in ways other than advertised.
- City has less credibility now.
- Unless budget is balanced without the Measure may not be a renewal of the funding.
- Big fan of passing a proposed budget absent Measure 'L' money which will go miles toward credibility.
- Also fan of the oversight committee because they are putting forth more effort than originally thought, doing excellent work and trying to bring credibility back to Measure 'L'.
- Committee is more of a friend than what Council is giving credit for.
- Backdoor meetings and off-line meetings is only adding fuel to the fire and destroys credibility.
- Plead to Council is to jealously protect the credibility you still have.

Ronald Porter

- Frightened by the word 'we' and going to take care of it outside public opinion.

Howard Auld

- Barbara made mention of the ordinance and how people may acquire it.
- Read ordinance section of duties of committee.
- Duties are clear; if you want to re-vision or change it then you have to do it thru legal Measure.
- When Measure 'L' was approved, immediately a group of people began blogging that the Measure will not work and will not be used the way it was intended.
- No fool like an old fool, which applies to me.

Al Huey

- When Measure 'L' was discussed in Council, I was not a supporter because of what is going on right now.
- At last week's meeting was insulted by a document that the Mayor had City manager read to committee.
- Document had no date or names and City manager stated was a product of meeting between Mayor and City attorney.
- Remember Mayor wanted transparency in government but was not displayed last week and again tonight mention of meeting with some committee members in private.
- This is part of the frustration the Community is displaying to Council. Recommend a balanced budget without Measure 'L', then plug in Measure 'L' and see what it looks like.

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- Does away with backdoor investigations of what happened to the money, committee could then report on how it was spent.
- Would like to request discussion of the issue in a joint public meeting between Council and committee, which will bring transparency the Mayor talked about.
- Was appalled with the language in the ordinance, in the initiative the City will provide a secretary for the committee and now the minutes are being done by a committee member.
- Would like to see this resolved, even though I did not participate in supporting it I believe it will be a benefit for the City.

Jack Noyer

- To those who don't know Jack, the group is growing.
- Quoted article from daily independent regarding Dan Clark.
- Not implying Mr. Clark is lacking integrity; believe he is a man of high integrity.
- Referenced another article where Mayor Clark was quoted as wanting to be sure Measure 'L' funds are spent in the way intended.
- Don't have to make something difficult, balanced budget without Measure 'L' funds.
- Spoke on revenue options such as Kosmont.
- Counted 5 smoke shops in town that sell hookahs and didn't know they were in such demand in Ridgecrest.
- Support recommendations in pursuing positive development.
- China Garden is closed; need things to be positive, hotel vacancies have increased.
- Don't have an answer but am in support of police.
- Thanked Chip for hot dog stand.

Carol Wilson

- Added support asking Council to put forth a balanced budget without Measure 'L' funds.
- Good representation of where we stand.

Dave Matthews

- Support transparency.
- With or without Measure 'L', the City still has a budget problem.
- Reminded public this problem started with the rascals in Sacramento and Washington DC and encouraged Community to vote those who started this problem.

## CONSENT CALENDAR

1. Approve A Resolution Setting A Date And Time For A Public Hearing For Unmet Transit Needs Speer
2. Ridgecrest Redevelopment Successor Agency Annual Report and Status Update Parsons

# MINUTES - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

January 23, 2013

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### **3. Approve Draft Minutes Of The Regular City Council Meeting Dated December 19, 2012** Ford

None removed

*Motion To Approve Consent Calendar As Amended Was Made By Council Member Acton, Second By Council Member Patin, Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.*

## **DISCUSSION AND OTHER ACTION ITEMS**

### **4. Appointments to Council Boards and Commissions** Clark

- Chip Holloway – nominated Mike Avery to Construction Appeals Board
- Jim Sanders – Ryan Hunter nominated for Handicap Appeals Board
- Dan Clark – Will complete nomination process on February 6.

### **5. Consideration and Discussion of Measure ‘L’ Committee Re-visioning** Clark

*Pulled prior to approval of the agenda.*

## **COMMITTEE REPORTS**

### **City Organization**

Members: Dan Clark, Jim Sanders  
Meeting: 2<sup>nd</sup> Tuesday Of The Month At 5:00 P.M.; Council Conference Room  
Next Meeting: February 12, 2013

- Dan Clark – February 10 next meeting date to discuss finance and Measure ‘L’ as discussion item. Will discuss Measure ‘L’ funding projects.

### **Community Development Committee**

Members: Jason Patin, Chip Holloway  
Meetings: 1<sup>st</sup> Thursday Of The Month At 5:00 P.M.; Council Conference Room  
Next Meeting: February 7, 2013

- Jason Patin – no items, meeting cancelled

### **Infrastructure Committee**

Members: Dan Clark, Jason Patin  
Meeting: 2<sup>nd</sup> Wednesday Of The Month At 5:00 P.M., Council Conference Room  
Next Meeting: February 13, 2013

- Dan Clark – no items, meeting cancelled
  - Tom Wiknich requested a report on road projects.

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### Quality Of Life

Members: Chip Holloway, Lori Acton  
Meeting: 2<sup>nd</sup> Thursday Of The Month At 5:00 P.M.; Kerr-McGee Center  
Next Meeting: February 14, 2013 (Dark in June, July, December, and January)

- Chip Holloway – will confirm meeting on February 6

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

Members: Jim Sanders, Jason Patin  
Meetings: 2<sup>nd</sup> Monday Of Odd Numbered Months At 4:00 P.M., Kerr-McGee Center  
Next Meeting: March 11, 2013

- Jason Patin – March meeting, will discuss schedule.

### Veterans Advisory Committee

Members: Jason Patin, Lori Acton  
Meetings: To Be Announced  
Next Meeting: To Be Announced

- Lori Acton – will be sending out notice, first public meeting will be February 4. Confirmed City hall meeting location. September 27 next military stand-down.

### Ridgecrest Area Convention And Visitors Bureau (RACVB)

Members: Jason Patin, Chip Holloway  
Meetings: 1<sup>st</sup> Wednesday Of The Month, 8:00 A.M.  
Next Meeting: February 6, 2013 at location to be announced

- Chip Holloway – Next meeting at Best Western on February 6.

## OTHER COMMITTEES, BOARDS, OR COMMISSIONS

- Acton – IWV coop mgmt meeting last Thursday. Nothing to report, third Thursday each month at water district offices
- Holloway – desert mountain division meeting Friday and policy committees meeting.

## CITY MANAGER REPORT

Dennis Speer

- Reported on Kern COG resolution reallocation of fund 2.3 million to Ridgecrest and combined with current funding should be able to proceed with repaving downs. Council authorized Willdan to do surveys and plans, once completed will come to Council to form a district and can then submit plans to utility district office of SCE for approval. Thanked McQuiston and staff for their involvement, this reallocation moves up the time line.
- Letter of support for NAWs China Lake for proposed wastewater plant to be built on navy property.

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- Received notice that were awarded TDA bike route project to complete loop of bowman bike path along Richmond road to hwy. 178.

### MAYOR AND COUNCIL COMMENTS

- Lori Acton – no comment
- Jim Sanders – urged Keith Lemieux to meet with oversight committee in public forum. Read the ordinance and think we are moving in wrong direction to revision the committee, they are doing what was intended. Some discussion of staffing needs and feel that will die down now that baseline is established. If we believe committee is using additional staff time, feel the path we are going down is unwise and are losing credibility.
- Chip Holloway – spent time in Sacramento at the revenue and taxation committee. Positive tone since budget projections are coming in better than projected. Overall tone was more positive than the past 14 years. More responsibility. Meeting on Friday to review reports from all the policy committees. AB109 continues to be a terrible outcome for every Community involved. No database available of who is being released to our communities. Devastated court system by voting in the 3 strike law which is retroactive and requires past cases to be re-tried. Could see additional 800 to 1000 prisoners released to kern county. Voted no to take off agenda, feel Mayor Clark's intentions were honorable and both sides have been blown out of proportion. Level of information has been needed in this Community for a long time, is a valuable tool and appreciate the amount of time put into the document by Mr. Anderson. Think committee could be the greatest advocates for the Council. no reason we can't move forward in a positive direction, is a concern about staff time but feel this is not going to be a problem in the future. Don't see any reason why Council and committee can't work together to move forward and prepare to extend this tax in five years. Have to do the best we can to fix the credibility problem. No distinction to public between Council, state assembly, representative, senators. All part of the problem. Nothing more important that getting Measure 'L' passed again in five years. Will be a philosophical debate in future, level of detail and information and trust will be important. Will be putting members to work on other projects. Mr. Salvatore thanked Tess Sloan and Mr. Speer for getting the information to him. Need to work on getting our new computer system to make it easier for finance to get the information for us.
- Jason Patin – voted to keep the item on the agenda because public comment is valuable for the public. Scope of committee responsibilities is in the ordinance and don't mind they are willing to go beyond and we should provide staff to them. Job of Council is to spend the money the way we feel is should be spent, job of the committee is to tell us what is right and at the end of the day as long as they are tracking and reporting what is done then is no business of our to tell them how to do it. Have not heard one person on Council or staff say the revisioning is so we can spend the money differently than what was promised. We gave our

## MINUTES - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

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word how the money would be used and that has not changed and do not believe any member of Council would vote for that. Heard all the misconceptions and don't know where it is coming from. It has never been discussed publicly or behind closed doors. I desire to do what is right with the funds. Want the people to decide and they have and our job is to do exactly what was said. Discussion tonight implied we want to change the ordinance and that has never been discussed; don't know where that is coming from. Thanked those who contacted him directly to find out what really was discussed. All need to be on the same page, state is not going to come in and hand us a pile of money. Have to take care of ourselves.

- Lori Acton – was too angry to speak and so originally chose not to say anything. Still angry and frustrated. Asked members if any money has been spent.
  - Dan Clark – some funds were borrowed from other funds to facilitate public safety, have just begun making appropriations. Nothing for streets yet and will begin focusing on those.Have not spent any funds on parks, art or plumbing. Misconception of eliminating committee. Angry because there is no respect. Did not say we were going to dissolve the committee, but that is what people are saying. Very frustrating when things are being misconstrued. While I believe someone's heart was in the right place it came across differently. We have a job to do. Committees job is to monitor Measure 'L' funds. Council job is to decide how the money is spent. Nobody has said that we are not going to listen or take advice from the committee.
- Dan Clark – blessing that we get to deal with this issue even if it hurts. Thanked public for the comments and we are going to make this work. Am positive the committee will work hand-in-hand with the Council to do the independent audit. Heard a lot of distrust today and will work hard to resolve the lack of trust. The re-visioning came from Mayor and will work toward a common goal to make Measure 'L' successful. Difficult not to be able to comment back on what we have heard.
- Jason Patin – best thing from public comment is the suggestion of the two budgets. This will give complete transparency and suggest we move forward with that idea. Asked the newspapers to call Council for clarity before things are printed.

**ADJOURNMENT at 8:05pm**

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Rachel J. Ford, CMC  
City Clerk

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**CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM/FINANCING AUTHORITY**

**SUBJECT:**

Mayor Clark, with concurrence of the Council, will appoint members to the Personnel Commission, Handicap Access Appeals Board, and the Construction Appeals Board

**PRESENTED BY:**

Rachel J. Ford – City Clerk

**SUMMARY:**

At the regular meeting of the Council on December 19, 2012, appointments were made to the Planning Commission and all standing Council Committees. Additional nominations were made at the Special Meeting of January 23, 2013. Four Vacancies remain to be filled on the Personnel Commission, Handicap Access Appeals Board, and Construction Appeals Board

Nominations will be considered and appointments made to these three boards or commissions Pursuant to Municipal Code § 2-3.101-109.

**FISCAL IMPACT:**

No fiscal impact.

Reviewed by Finance Director

**ACTION REQUESTED:**

Appoint members to Planning Commission and standing council committees

**CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:**

Action as requested:

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<b>Commissions, Board, &amp; Committees</b>	<b>Member</b>	<b>Member</b>	<b>Member</b>	<b>Member</b>	<b>Member</b>
<b>Planning Commission</b> (Each Council Member nominates a commissioner)	Christopher LeCornu	Steve Morgan	Pat Brokke	Scott Davis	Robert Obergfell
<b>Personnel Commission</b> (Each Council Member nominates a commissioner)	Ryan Hunter	Robert Obergfell	Christian Patin		
<b>Construction Appeals Board</b> (Each Council Member nominates a commissioner)	Chuck Cordell	Mike Ferguson	Russ Hurst	Michael Avery	
<b>Handicap Access Appeals Board</b> (Municipal Code requires 2 members to be physically handicapped, 2 members experienced in construction, and 1 member be a public member)	Travis Riley	Steve McWilliams	Christine Alloya	Ryan Hunter	
<b>Infrastructure Committee</b> (2 Council Appointments & 2 Planning Commission Appointments)	Dan Clark	Jason Patin			
<b>City Organization &amp; Services Committee</b> (2 Council Appointments & 2 Planning Commission Appointments)	Dan Clark	Jim Sanders			
<b>Parks, Recreation, &amp; Quality of Life Committee</b> (2 Council Appointments & 2 Planning Commission Appointments)	Chip Holloway	Lori Acton			
<b>Community Development Committee</b> (2 Council Appointments & 2 Planning Commission Appointments)	Jason Patin	Chip Holloway			
<b>Activate Community Talents and Interventions For Optimal Neighborhoods Task Force (ACTION)</b> (2 Council Appointments & 2 Planning Commission Appointments)	Jim Sanders	Jason Patin			
<b>Ridgecrest Area Convention &amp; Visitors Bureau (RACVB)</b> (2 Council Appointments)	Jason Patin	Chip Holloway			
<b>Veterans Advisory Committee</b> (1 Council Appointment & 1 Alternate)	Jason Patin	Lori Acton			
<b>Kern Council of Governments (KernCOG)</b> (1 Council Appointment & 1 Alternate)	Chip Holloway	Dan Clark			
<b>Navy Community Council</b> (Mayor + 1 Council Appointment)	Dan Clark	Jim Sanders			
<b>IWV Groundwater</b>	Jim Sanders	Lori Acton			
<b>Youth Advisory Council</b>	Jason Patin	Dan Clark			
<b>Civilian &amp; Military Affairs</b>	Lori Acton				
<b>Kern County Air Pollution Control Board</b>	Chip Holloway				
<b>Senior Advisory Council</b>	Lori Acton				
<b>Arts Council</b>	Dan Clark				
<b>League of California Cities</b>	Jason Patin	Chip Holloway	Dan Clark		
<b>Disaster Council</b> (appointments set by Municipal Code)	Mayor/Chair	City Manager/Director of Emergency Services	Chief of Police/Asst. Director of Emergency Services	Other Emergency Service Personnel as appointed by the Director of Emergency Services to fulfill critical functions	

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**Article 3. - Agencies, Commissions, Boards and Committees**

[2-3.101. - General.](#)

[2-3.102. - Redevelopment Agency.](#)

[2-3.103. - Planning Commission.](#)

[2-3.104. - Personnel Commission.](#)

[2-3.105. - Construction Appeals Board.](#)

[2-3.106. - Handicap Access Appeals Board.](#)

[2-3.107. - Council Committees.](#)

[2-3.108. - Additional Council Appointments.](#)

[2-3.109. - Disaster Council.](#)

**2-3.101. - General.**

- (a) This Article sets forth provisions which are common to all agencies, commissions, boards and committees.
- (b) Commissions and boards shall consist of five (5) members who shall be registered voters within the City and who shall be appointed on the basis of their qualifications for their duties. Each member of the Council shall nominate one (1) Commissioner or board member. The Council shall confirm or reject the nomination.
- (c) Commission and board members shall serve for two-year terms which expire on the last day of November of even-numbered years. Each Councilmember shall nominate a commissioner who shall be confirmed by a majority of the City Council. Should a vacancy occur, either by resignation or by Council action, the vacancy shall be filled by a nomination from the Councilmember whose Commissioner position is vacant and confirmed by a majority of the City Council. Commissioners may be removed at any time, without cause, by a four-fifths (4/5) vote of the Council.
- (d) The City Administrator shall appoint a secretary for each commission who shall maintain the records of the commission and the minutes of the meetings. The secretary shall receive such compensation as may be fixed from time to time by the Council by resolution.
- (e) At its first meeting in the month of December of each even-numbered year, each commission shall elect one (1) of its members as chair and one (1) of its members as vice-chair. If the chair is absent or unable to act, the vice-chair shall conduct the meeting of the commission and exercise the powers of the chair.
- (f) Each commission shall provide for the time and place of its regular meetings.
- (g) Each commission shall act only by resolution or motion. A majority of the Commissioners shall constitute a quorum for the transaction of the Commission's business; however, no motion or resolution shall be passed and become effective without the affirmative vote of at least a majority of the Commissioners.
- (h) Each commission shall keep written records of its proceedings which shall be open at all times for public inspection. Each commission shall also file its recommendations with the Council.
- (i) The Council shall approve the budget for the work of each commission.
- (j) Upon request by the Commission, the City Administrator shall furnish to each commission within a reasonable time, such information as may be required for the work of the Commission. Each commission shall cooperate with commissions of other agencies charged with similar responsibilities in the formulation of its plans and recommendations to the Council.
- (k) On or before December 31 of each year, the Council shall prepare an appointments list of all regular and ongoing boards, commissions and committees which are appointed by the Council. The list shall identify all appointed terms which will expire during the next calendar year with the name of the incumbent, the date of the appointment, the date the term expires and the necessary qualifications for the position. The list shall also include all boards, commissions and committees whose members serve at the will of the Council.
- (l) Whenever an unscheduled vacancy occurs in any board, commission or committee for which the Council has the appointing power, whether due to resignation, death, termination or other causes, a special vacancy notice shall be posted in the office of the City Clerk not earlier than twenty (20) days before nor later than twenty (20) days after the vacancy occurs. Final appointment to the Board, Commission, or Committee shall not be made by the Council for at least ten (10) working days

after the posting of the notice unless the Council finds that an emergency exists. A person appointed to fill a vacancy in an emergency shall serve only on an acting basis until the final appointment is made pursuant to this section.

*(Ord. No. 96-03)*

### **2-3.102. - Redevelopment Agency.**

The Redevelopment Agency of the City of Ridgecrest is hereby established. The Council shall act as the governing body of the Redevelopment Agency as defined in the Health and Safety Code section 33200.

*(Ord. No. 96-03)*

### **2-3.103. - Planning Commission.**

- (a) Pursuant to the provisions of Chapter 3 of Title 7 (commencing with Section 65100) of the Government Code, there is hereby established a planning agency for the City. The planning agency shall be the Planning Commission composed and organized as set forth in this Article.
- (b) Planning Commission Salary. Commissioners shall receive monthly compensation in an amount established by resolution of the City Council. Commissioners may also receive traveling and other expenses incurred on City planning business.
- (c) The Planning Commission shall:
  - (1) Develop and maintain a general plan, zoning and subdivision ordinances;
  - (2) Develop such specific plans as may be necessary or desirable;
  - (3) Periodically review the capital improvement program of the City;
  - (4) Prepare, review and recommend to the Council plans and drafts of such regulations, programs and legislation as may, in its judgment, be required for the systematic execution of the general plan;
  - (5) Act as the agency for the Council in connection with Subdivision Map Act;
  - (6) Investigate and recommend plans to the Council for the improvements and/or beautification of the City, including matters such as the opening, straightening, widening, closing of or parking on streets, improvement and development of public streets, improvement and development of public buildings and works the subdivision of lands and the supplementation or the change of zoning regulations and districts;
  - (7) Act as the zoning board of adjustment;
  - (8) Perform such other functions and duties as may be imposed by law or as the City Council may provide.
- (d) The Planning Commission shall have the powers necessary to enable it to fulfill and carry out its planning functions as provided by law and as set forth herein. In the performance of its functions, Planning Commission personnel may enter upon any land to make examination and surveys provided such entries, examination and surveys do not interfere with the use of land by those persons lawfully entitled to the provisions thereof.
- (e) The Director of Community Development shall assist the Commission with the performance of its duties.

*(Ord. No. 96-03; Ord. No. 99-01, § 2)*

### **2-3.104. - Personnel Commission.**

- (a) The Personnel Commission is hereby established.
- (b) Commissioners shall receive no compensation, but shall receive reimbursement for expenses incurred while on City business, provided such expenses are authorized by the Council.
- (c) The Personnel Commission shall hear appeals by employees in the competitive service concerning appointments,

promotions, demotions, suspensions and discharge; and make recommendations to the Council.

(d)

The Personnel Officer shall assist the Personnel Commission in the performance of its duties.

(Ord. No. 96-03)

### **2-3.105. - Construction Appeals Board.**

(a)

The Construction Appeals Board is hereby established. The Board shall be constituted as set forth in the Uniform Building Code as it pertains to the Contractors Appeals Board.

(b)

Boardmembers shall receive no compensation but shall receive reimbursement for expenses incurred while on City business, provided such expenses are authorized by the Council.

(c)

The Board shall undertake the tasks specified in the Uniform Building Code for the Board of Appeals, in the Uniform Housing Code for the Housing Advisory and Appeals Board and in the Uniform Code for the Abatement of Dangerous Buildings for the Board of Appeals.

(d)

The Building Official shall assist the Board in performance of its duties.

(Ord. No. 96-03)

### **2-3.106. - Handicap Access Appeals Board.**

(a)

The Handicap Access Appeals Board is hereby established. The Board shall be appointed and constituted as follows: Two (2) members of the Board shall be physically handicapped persons, two (2) members shall be persons experienced in construction and one (1) member shall be a public member.

(b)

Boardmembers shall receive no compensation but shall receive reimbursement for expenses incurred on City business, provided such expenses are authorized by the Council.

(c)

The Board shall conduct hearings on written appeals made under the State Handicapped Access Standards and may approve or disapprove interpretations of these Standards and enforcement actions taken by the Building Official. The Board shall adopt regulations establishing procedural rules and criteria for carrying out its duties.

(d)

The Building Official shall assist the Board in the performance of its duties.

(Ord. No. 96-03)

### **2-3.107. - Council Committees.**

The Council shall establish committees by resolution. Committee members shall be appointed by the Mayor with the advice and consent of the Council. The Committee shall select a chair. If the Committee cannot select a chair within sixty (60) days from the date of appointment, the Mayor shall nominate a chair who shall be confirmed by a majority of the Council. Meetings of standing committees are open to the public. Committees shall make their recommendations to the Council.

(Ord. No. 96-03; Ord. No. 99-01, § 3)

### **2-3.108. - Additional Council Appointments.**

The following additional appointments shall be made by the Council to conduct the business of the City. These are listed below with the appropriate assignments.

(a)

Kern Council of Governments (KernCOG). One (1) representative and one (1) alternate from the City Council appointed by a majority of the Council in December of even-numbered years for a two-year appointment.

(b)

Navy Community Council. The City has two (2) representatives. The Mayor serves as a permanent member. Additionally, one (1) representative from the City Council, approved by a majority of the Council for a six-month term appointed in December and May.

(c)

Kern County Air Pollution Control District (KCAPCD). One (1) representative from the City Council, appointed by a majority of the Council in December for a two-year term.

- (d) Ridgecrest Area Convention and Visitors Bureau (RACVB). One (1) representative from the City Council appointed by a majority vote of the Council for a two-year term starting in December of even-numbered years.
- (e) IWV Groundwater Management Committee. One (1) representative from the City Council, appointed by a majority of the Council for a two-year term commencing in December of even-numbered years.
- (f) League of California Cities-Desert Mountain Division. One (1) representative from the City Council, appointed by the majority of the Council for a one-year term starting in December.
- (g) Any Ad Hoc Committee that the City Council may deem necessary. Procedures for appointment and length of term to be determined by the Council at the time of inception.

(Ord. No. 96-03)

### **2-3.109. - Disaster Council.**

- (a) The Disaster Council is hereby established.
- (b) The Disaster Council shall provide for the preparation and carrying out of plans for the protection of persons and property within this City in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of this City with all other public agencies, corporations, organizations, and affected private persons.  
As used herein "emergency" shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are, or likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to combat.
- (c) The Disaster Council shall consist of the following: The Mayor, who is the Chair; the Director of Emergency Services, who is the City Administrator and who shall be Vice-Chair; the Assistant Director of Emergency Services who is the Chief of Police or the person appointed by the Director in the Assistant Director's absence; such chiefs of emergency services as are provided for in a current emergency plan of the City adopted pursuant to this section; and such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility as may be appointed by the Director to fulfill the requirements of the Emergency Operations Plan.
- (d) The Disaster Council shall develop and recommend for adoption by the City Council, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements. The Disaster Council shall meet upon the call of the Chair, or in the Chair's absence from the City or inability to call such meeting, upon the call of the Vice Chair.
- (e) The Disaster Council shall be responsible for the development of the City Emergency Operations Plan, which plan shall provide for the effective mobilization of all of the resources of this City, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency; and shall provide for the organization, powers and duties, services, and staff of the emergency organization. Such plan shall take effect upon adoption by resolution of the City.
- (f) As required by the Emergency Operations Plan and State statute, the Chairman shall:
  - (1) Request the City Council to proclaim the existence or threatened existence of a "local emergency" if the Council is in session, or to issue such proclamation if the City Council is not in session. The Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect.
  - (2) Request the Governor to proclaim a "state of emergency" when, in the opinion of the Chair, the locally available resources are inadequate to cope with the emergency.
- (g) As required by the Emergency Operations Plan and State statute the Director shall:
  - (1) Declare a local emergency, provided, whenever a local emergency is proclaimed, the Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect.
  - (2) Control and direct the effort of the emergency organization of this City for the accomplishment of the purposes of this

section.

(3)

Direct cooperation between and coordination of services and staff of the emergency organization of this City; and resolve questions of authority and responsibility that may arise between them.

(4)

Represent this City in all dealings with public and private agencies on matters pertaining to emergencies as defined herein.

(h)

In the event of the proclamation of a "local emergency" as herein provided, the proclamation of a "state emergency" by the Governor or the Director of the State Office of Emergency Services, or the existence of a "state of war emergency" the Director shall:

(1)

Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the City Council;

(2)

Obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property and to bind the City for the fair value thereof and, if required immediately, to commandeer the same for public use;

(3)

Require emergency services of any City officer or employee and, in the event of the proclamation of a "state of emergency" in Kern County or the existence of a "state of war emergency," to command the aid of as many citizens of this community as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered disaster service workers;

(4)

Requisition necessary personnel or material of any City department or agency; and

(5)

Execute all ordinary power as City Administrator, all of the special powers conferred by this section or by resolution of emergency plan pursuant hereto adopted by the City Council, all powers conferred by any statute, by any agreement approved by the City Council, and by any other lawful authority.

(i)

The Director of Emergency Services shall designate the order of succession to that office to take effect in the event the Director is unavailable to attend meetings and otherwise perform his duties during an emergency. Such order of succession shall be approved by the City Council.

(j)

The Assistant Director shall, under the supervision of the Director and with the assistance of emergency service chiefs, develop emergency plans and manage the emergency programs of this City; and shall have such other powers and duties as may be assigned by the Director.

(k)

All officers and employees of this City, together with those volunteer forces enrolled to aid them by agreement or operation of law, including persons impressed into service under the provisions of this Code, shall be charged with duties incident to the protection of life and property in this City during such emergency, and shall constitute the emergency organization of the City.

(l)

Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City.

(m)

It shall be a misdemeanor promulgated in the California Emergency Act and the California Penal Code for any person during an emergency to:

(1)

Willfully obstruct, hinder, or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this section, or in the performance of any duty imposed upon him by virtue of this section;

(2)

Do any act forbidden by any lawful rule or regulation issued pursuant to this section, if such act is of such a nature as to give or be likely to give assistance to the enemy or to imperil the lives or property of inhabitants of his City, or to prevent, hinder, or delay the defense or protection thereof;

(3)

Wear, carry, or display, without authority, any means of identification specified by the emergency agency of the State.

(Ord. No. 96-03)

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**CITY COUNCIL/SUCCESSOR REDEVELOPMENT AGENCY/FINANCING AUTHORITY/HOUSING  
AUTHORITY AGENDA ITEM**

**SUBJECT:** Approve Resolution No 13- approving the Fiscal Year 2013-14 Annual Action Plan regarding Kern County Community Development Block Grant (CDBG) Program.

**PRESENTED BY:**

Dennis Speer, Public Work Director

**SUMMARY:**

A noticed Public Hearing for December 5, 2012 was established to discuss and prioritize proposed Community Development Block Grant (CDBG) Projects for the Fiscal Year 2013-2014 Annual Action Plan for Community Development Programs within the County of Kern. The anticipated fair share amount for FY 2013-2014 is \$134,250. Public comments were solicited and heard on December 5, 2012. The City Council at that time wished to hear about other options of funding allocations. Resolution 13- is presented to confirm the allocation of funds at the conclusion of this meeting and must be filed, along with the project applications, to the County of Kern prior to February 13, 2013.

The funds that are available in the CDBG account are \$302,316. This is due to the fact that there were unspent funds (\$168,066) from the Norma Street Project CD Activity #17.08.1. The bids on this project came in low and these funds have not been expended and have been added to the \$134,250 for the Fiscal Year 2013-14. These funds can be used for projects that were brought before City Council on December 5, 2012.

The applications being sent to the CDBG are for the Senior Center Rehabilitation Project and also for the Southern Sierra Boys and Girls Club Expansion Project. These two projects combine will use all the funds that are available in the account for the Fiscal Year 2013-14.

The Senior Center Rehabilitation Project will bring new flooring, ceiling tiles, restroom facilities, hot water heater, kitchen cabinets and paint to outside of a building that is in needs of repairs. This building was built in 1979 and has not had a major rehabilitation project since that time.

The purpose of the proposed project for the Southern Sierra Boys and Girls Club Expansion Project is to expand the square footage of the existing building to better allow for more space to be provided to the after-school program, holiday day camps and to create a place where boys and girls will want to learn, play and grow.

The Community Development Block Grant money will be helping with low to moderate income families that live within the areas and also throughout our community that need services for the communities of seniors and youth.

It would be appropriate to review and discuss the projects as may be desired and determined. The City's original five (5) year plan (Exhibit A) and the modified five (5) year plan (Exhibit B) are attached to show how the next two years of funding will be used.

**FISCAL IMPACT:** None

Reviewed by Finance Director

**ACTION REQUESTED:**

Approve Resolution No 13- approving the Fiscal Year 2013-14 Annual Action Plan which amends the CDBG consolidated five year plan and direct staff to submit the applications to the Kern County Community Development Department.

**CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:**

Action as requested:

Submitted by: Dennis Speer  
(Rev. 02/13/12)

Action Date: February 6, 2013

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**RESOLUTION NO. 13-**

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL APPROVING THE FISCAL YEAR 2013-14 ANNUAL ACTION PLAN WHICH AMENDS THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 5 YEAR CONSOLIDATED PLAN (FY10-15) REGARDING THE KERN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the Kern County Department of Community Development requires that public comment be obtained for proposed Community Development Block Grant (CDBG) Projects for the FY 2013-2014; and

**WHEREAS**, the City Council of the City of Ridgecrest on December 5, 2012 held a duly noticed Public Hearing for the purpose of obtaining public input and identifying unmet needs of the community; and

**WHEREAS**, based on the public input received at this Public Hearing amendments to the plan were recommended by staff as shown in Exhibit B attached hereto and made part of this resolution; and

**WHEREAS**, to implement the recommended plan for Fiscal Year 2013-2014 funds will be used for two projects; and

**WHEREAS**, The Senior Center Rehabilitation Project will bring new flooring, ceiling tiles, restroom facilities, hot water heater, kitchen cabinets and paint to outside of a building that is in needs of repairs; and

**WHEREAS**, The purpose of the proposed project for the Southern Sierra Boys and Girls Club Expansion Project is to expand the square footage of the existing building to better allow for more space for programs needed to support the youth.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Ridgecrest does hereby adopt the Fiscal Year 2013-2014 Annual Action Plan which amends the five year consolidated plan for Community Development Block Grant Program; and approves the Kern County Community Development Block Grant Application; and directs staff to submit the applications.

**APPROVED AND ADOPTED** this 6<sup>th</sup> Day of February 2013, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Daniel O. Clark, Mayor

ATTEST:

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Rachel J. Ford, CMC, City Clerk

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Attachment A

Amended CDBG Five Year Consolidated Plan (2010-2015)

Projects – LMI Areas

	10-11	11-12	12-13	13-14	14-15
Norma Street	Delayed & Reserved	463,200	Advanced		
SSB&GC			\$75,000		
KMYSC					
GPAC Pocket Park			\$75,000		
Wheelchair Ramps				\$150,000	
Street Lights					\$150,000

Attachment B

Amended CDBG Five Year Consolidated Plan (2010-2015)

Projects – LMI Areas

	10-11	11-12	12-13	13-14	14-15
Norma Street	Delayed & Reserved	463,200			
SSB&GC				241,066	
Senior Center				75,000	
KMYSC					
GPAC Pocket Park					
Wheelchair Ramps			\$150,000		\$150,000
Street Lights					

## APPLICANT/PROJECT INFORMATION

Provide the following information as the cover page of your application:

- Organization Name- City of Ridgecrest
- Contact person, Title – Jim Ponek, Parks, Recreation and Cultural Affairs Director
- Address 100 W California Avenue, Ridgecrest, CA 93555
- Telephone number 760-499-5171
- Project Name -Senior Center Renovations

## PROJECT PURPOSE AND BENEFIT

- A. What is the purpose of the project? Provide a brief statement of the problem to be addressed and describe what the project will accomplish.
- The Ridgecrest Senior Center building is in need of renovations. Renovations will include new flooring, new ceiling tiles, new restroom toilets, mirrors, sink counters, repairs to plumbing, new hot water heater, paint to outside of the building and new kitchen cabinets.
- B. Describe who or what group(s) will benefit from the project. Include characteristics such as race, gender, income, age, etc. The Ridgecrest Senior Center benefits seniors age 60 to 90. The Ridgecrest Senior center is 90% white and 10% other.
- C. Provide a map showing the specific geographic service area boundaries of your project. (See attached Appendix – “Determining Service Areas@”)

## PROJECT DESCRIPTION

Describe all components of the project, in a detailed narrative. Indicate “N/A” if the question is not applicable to your project:

- A. Where is the project to be located? Please provide:
- the street address or boundary limits, 125 S. Warner Street, Ridgecrest, Ca 93555
  - the Assessor's Parcel Number (APN), 478-010-09-003
  - a location map, and See Attached
  - 5 photographs: 1 of the site and 4 from the site (looking north, south, east & west.)
- B. MAJOR WORK ITEMS (one or more may apply):
1. For acquisition of property, a building, or public easement, provide the following:
    - A written appraisal report prepared for the site/facility?
    - The square footage of the site/facility? Square Footage is 716
    - What year was the structure built? The Structure was built in 1979
    - Will this acquisition involve relocation of existing residents or businesses?
    - Current property owner name, address, and phone number. City of Ridgecrest, 100 W. California Avenue, Ridgecrest, CA 93555
  2. For new construction, provide the following:
    - A detailed description (quantity, size, types of rooms, etc.) of what is to be constructed?
    - Will off-site improvements (landscaping, parking, curbs, gutters, etc.) be included?
  3. For renovation or expansion of an existing facility, provide the following:
    - Describe what deficiencies that must be corrected (structural, mechanical, plumbing, electrical, etc.) Please see pictures attached.
    - Provide a detailed description of the proposed improvements.
      - Renovations include new flooring, new ceiling tiles, new restroom tile, sink counters,

repairs to plumbing in the kitchen, new tables/chairs and paint to inside/outside of the building.

- Does a different agency maintain the facility? Please identify. Are they willing to enter into a three party agreement to ensure continued maintenance in accordance with the agreement?
- Will these improvements:
  - 1) Increase residential densities?
  - 2) Make a vacant building habitable? or
  - 3) Convert the type of use of a building to habitation?

C. For large scale projects, can this project be phased? If so, explain the phasing?

D. Who will implement this project (complete design, conduct bid advertising, contracting, etc.)? We will go out to bid requesting for design of project.

- Is design currently complete for the proposed improvements?

No

- Will your agency complete design in-house or contract it out?

NO

- Does your agency have the capacity to implement this project in a timely manner?

Yes

- Does your agency require that the County implement this project or your behalf?

No

- If a third party will be used to implement this project, please provide contact information.

E. Describe all alternative sites and alternative project designs that were considered:

- Why were these alternatives rejected?
- If no other alternatives were considered, explain why not.

**FUNDING SOURCES/PROJECT COST ESTIMATE**

A. Why is CDBG assistance needed for this project? The City Council for the City of Ridgecrest is requesting funding for renovations to the Ridgecrest Senior Center. The Ridgecrest Senior Center building is owned and maintained by the City of Ridgecrest. The County of Kern Office on Aging runs and operates the Senior Nutrition program open to the community Monday – Friday for lunches at a reduced rate.

B. Itemize all sources of funding expected to be available and used for this project.

<b>Source of Funds</b>	<b>Amount of Funding Expected</b>
Community Development Block Grant	\$197,280.00
Other Federal Source(s)	\$0
State Source(s)	\$0
Local Source(s)	\$0
<b>Total Funding</b>	<b>\$197,280.00</b>

**For all non-CDBG funding sources provide:**

- **Name of agency, contact person & telephone number**

City of Ridgecrest Parks and Recreation

Jim Ponek, Director

760 499-5171

- **Proof of commitment (Example: letter of approval, resolution, agreement, etc.)**

To be made available when City Council approves projects.

- **Describe any limitations (expiration date, eligible uses, etc.) on the funding?**

None.

**C. How do you plan to fund the operation & maintenance costs (if any) associated with this project?**

- **Are these funds available now? No matching funds expected for this project.**

**If not, when will they be available?**

- **What is the source(s) of these funds? None**

**D. Provide an itemized cost estimate using the format shown on next page.**

## PROJECT COST ESTIMATE

**Note: Pricing estimates should take into account federal and state prevailing wage requirements.**

Prepared By: Jim Ponek, Director of Parks and Recreation      Date Prepared: Jan 15, 2013  
 (Engineering Firm/County Dept/City Dept, etc.)

Description of Item	Quantity	Unit of Measure*	Unit Price	Total Price
New Vinyl Tile Flooring in facility		4800 sq ft	\$5.00	\$24,000
New Ceramic Restroom Flooring		500 sq ft	\$10.00	\$5,000
New Ceiling Tiles	300		\$8.00	\$2,400
New Urinal Toilet, Hardware/Installation	1		\$500	\$500
New Toilets, Hardware/Installation	5		\$500	\$2,500
New Sinks & Mirrors/Installation – ADA	2		\$800	\$1,600
New Restroom Stalls/Installation - ADA	5		\$500	\$2,500
Paint outside of building		3960 sq ft	\$5.50	\$21,720
Plumbing- Restroom/Water Heater room Repipe, Revent & Replace Water Heater /Mop Sink				\$24,600
Kitchen Cabinets & Counters		80 ft Cabinets 50 ft Counters		\$29,580
Kitchen Sinks, Hardware & Fixtures				\$3,600

Construction Cost	<u>\$ 118,000</u>
Real Property Acquisition (if applicable)	\$
Design Cost (10% of construction cost)	<u>\$ 11,800</u>
Advertisement	<u>\$ 10,000</u>
Construction Inspection (15% of construction cost)	<u>\$ 17,700</u>
Contract Administration/HUD Monitoring (5% of construction cost)	<u>\$ 5,900</u>
Contingency (10% of construction cost)	<u>\$ 11,800</u>
Escalation (6% of construction cost)	<u>\$ 7,080</u>
Project Delivery Cost	<u>\$ 15,000</u>
<b>TOTAL PROJECT COST</b>	<b><u>\$ 197,280</u></b>

\* Unit of measure – includes lineal feet, square feet, each, lump sum, etc. Do not use lump sum to describe the entire project as a one line item. Break out the estimate by major components (HVAC costs, roofing costs, lighting costs, etc.)

## PLANNING ISSUES

- A. What is the current zoning of the project site?
- B. Will a general plan amendment, zone change, conditional use permit or zoning variance / modification be required for the proposed use of the site? **NO**
- Which action will be required?
  - Is your agency going to process the required actions?
  - How long is the process expected to take?
- C. Are there any Federal /or State review and approval process required for the proposed project? **No**
- Which action will be required?
  - Is your agency going to process the required actions?
  - How long is the process expected to take?
- D. What is the proposed source of water for the project? **None**
- E. What is the proposed method of sewage disposal? **None**
- F. Have you received all clearances and/or commitments from affected public utility companies (electricity, sewer, water, etc.) or railroads to complete this project? **None needed**
- Provide copies of Awill serve@ letters from each applicable public utility provider.

## ENVIRONMENTAL DATA

Prior to HUD=s release of Grant conditions and/or funds for a CDBG-funded project, a review of the project=s potential impact on the environment must be conducted, and the County of Kern must certify to HUD that it has complied with all applicable environmental procedures and requirements. Complete answers to the following questions must be provided in order to initially assess a proposed project=s potential environmental issues/concerns.

### A. Land Use

1. What use(s) currently occupy the project site (vacant, industrial, residential, etc.)? Non Profit
  2. What land uses (agriculture, residences, school, etc.) are north, south, east, & west of the site? south of the property is James Monroe Middle School and East of Property is City Hall
  3. How many structures are on the site? one
    - Have the structures been tested for asbestos containing materials? **Include report and/or laboratory test results, if available.** If "No@", you may be asked to provide one, at your own expense, before award of CDBG funding. **No**
    - Have the structures been tested for lead-based paint? **Include report and/or laboratory test results, if available.** If "No@", you may be asked to provide one at your own expense, before award of CDBG funding. **No**
- B. Describe the project site=s topography and vegetation. None
- C. Describe any surface waters on the site and the surrounding area (Example: wetlands, rivers, drainage basins, lakes, etc.) None
- D. Are there any storage tanks/containers (larger than 100 gallons) on the project site or vicinity? **No**
- What is the size of each tank?
  - Describe the contents (diesel, propane, gas, etc.)
  - What is the approximate distance from the container to the project site?

**E. Noise Sources:**

- Is the project site within 2 blocks of a railroad? No
- Is the project site within 1 mile of an airport? No
- Is the project site within 2 blocks of a major highway? No

If yes to any of the above, describe the noise sources and their locations in relation to the project site.

**F. Environmental Studies/Reports:**

- Have there been any previous environmental studies or reports (i.e. archaeological/historic resources survey, noise survey, Phase I assessment, biological survey, asbestos or lead-based paint assessment, etc.) prepared for this site or adjoining properties? **Provide a copy with this application.**
- Can your Department provide funds for the preparation of these types of studies, if required as part of the environmental review? (Preferences may be given to applications able to fund and complete such reports or studies in order to facilitate more timely expenditure of federal funds). No would have to come from project costs

## OUTCOME PERFORMANCE MEASUREMENT SECTION

*(This section **must** be completed in order to be considered for funding)*

HUD is now requiring recipients of federal funds to assess the objectives and outcomes of all projects undertaken. A new Performance Measurement System has been designed by HUD to establish and track measurable goals and objectives for the CDBG, ESG, and HOME Programs. Applicants are now required to identify the objectives and outcomes of their proposed projects and to predict benefits and measure performance. **If the project is funded, the applicant must agree to collect and report all data required, in accordance with the requirements set forth by HUD and as stipulated in the project agreement.**

### 1. Project Objectives:

Why is the proposed project/program needed?

Approved by the City Council of the City of Ridgecrest, project is important for the community of Ridgecrest.

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### 2. Project Outcomes:

What changes do you expect will be achieved as a result of the proposed project or program?

An increase in participation to facility.

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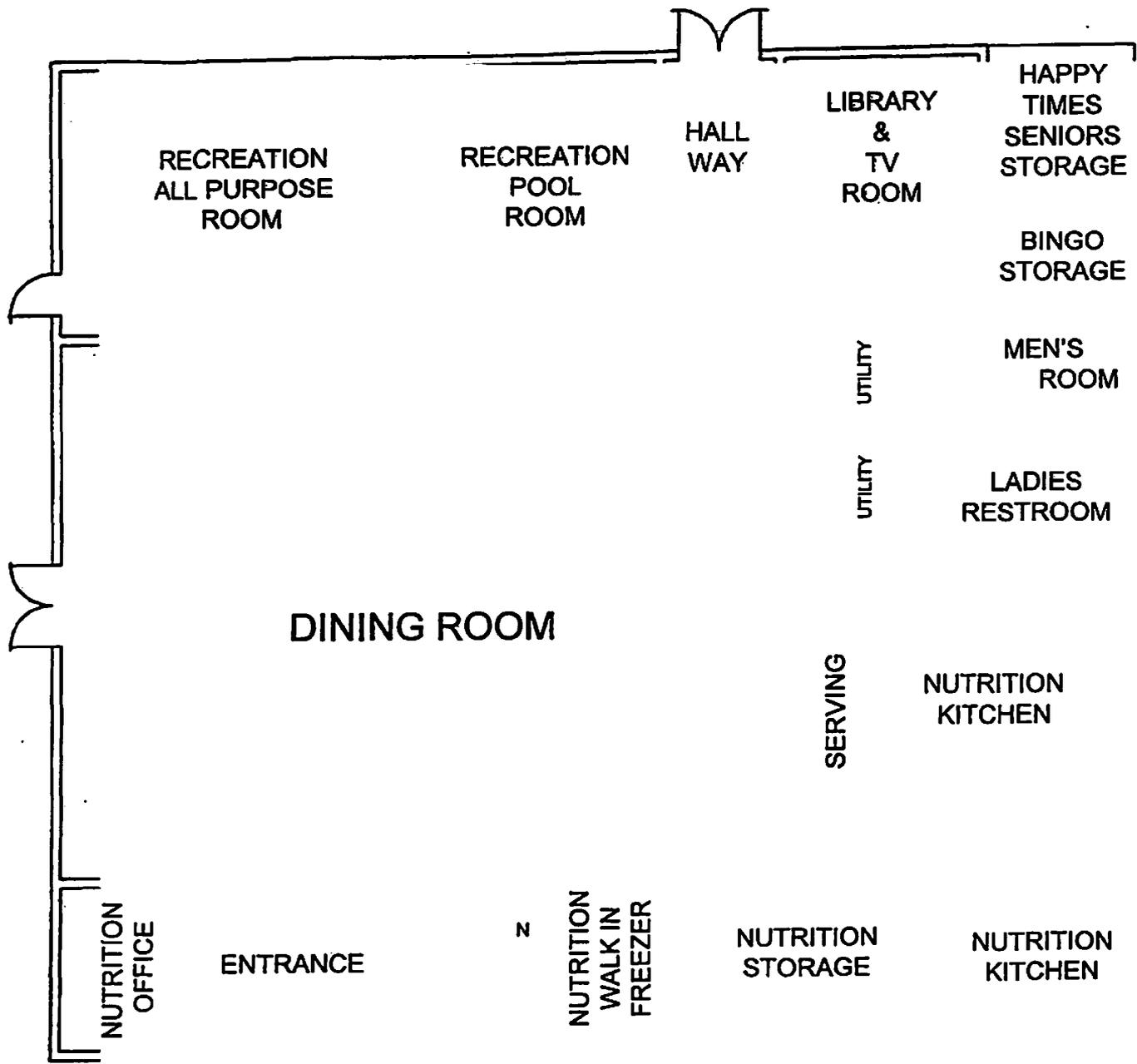
### 3. Project Benefit:

- a. How many persons or households is the proposed project/program expected to benefit? 15,000  
Per year participation at the Ridgecrest Senior Center
- b. How many jobs is the proposed project/program expected to create and/or retain? None
- c. How many dwelling units is the proposed project/program expected to create and/or rehabilitate? 1

### Additional Application Information Required for Outcome Performance Measurement:

1. Will the project provide a new service or benefit to residents?  
Yes  No
2. Will the project provide improved service or benefit to residents?  
Yes  No
3. Will the project upgrade a currently substandard service, facility or improvements?  
Yes  No
4. Will the facility provide overnight shelter or other emergency housing?  
Yes  No  Yes if there were an emergency, the Ridgecrest Senior Center would serve as the Resting center for emergency staff working across the street at the Kerr McGee Community Center.

If so, how many beds will be created? 50

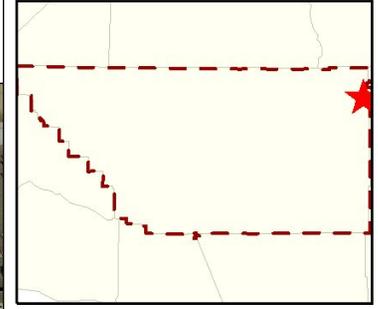


CITY  
OF  
RIDGECREST

SENIOR  
CENTER



# Aerial View of LMI Area



## Legend

### Roads

- Arterial
- Collector
- Highway
- Local
- Ramp
- Unpaved

County of Kern

High Res Aerial Photo 2008



Scale: 1:7,423

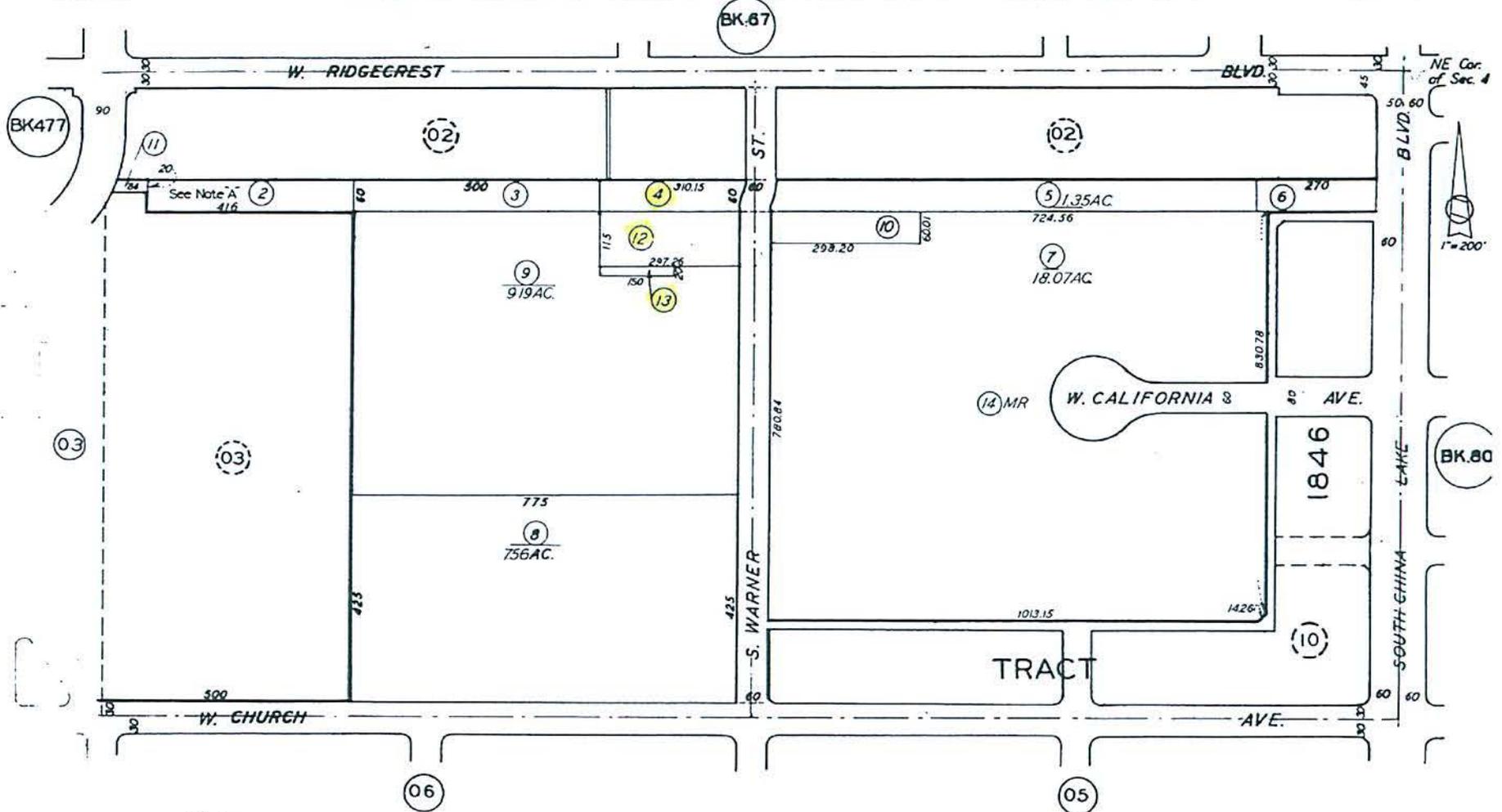
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478-01

NI/2 OF NE1/4 OF SEC. 4 T 27 S. R. 40 E.

SCHOOL DIST. 10-2

478-01



Note:  
 A. For mobilehomes see page 13.

Revised: April 28, 2011

Note: This map is for assessment purposes only. It is not to be construed as portraying legal ownership or divisions of land for purposes of zoning or subdivision law.

**ASSESSORS MAP NO. 478-01**  
**COUNTY OF KERN**

```

-----: MetroScan / Kern :-----*
Parcel :478 010 04 00
RefPrcl# :
Owner :City of Ridgecrest
CoOwner :
Site :*no Site Address*
Mail :139 Balsam St Ridgecrest Ca 93555
Xfered :09/21/1978 Doc # :5141-0724
Price : Deed :
Loan Amt : Loan :
VestType : IntTy :
Lender :
Land Use :6030 Gov,City
Legal :SECTION 4 TOWNSHIP 27 RANGE 40
:QUARTER
Census :Tract:54.03 Block:2
.....
Bedrooms : Stories :
Bathrooms : 1st Flr SF :
Dining Room : 2nd Flr SF :
Family Room : Addtl SqFt :
Total Rooms : BsmTot SF :
Heat Type :Central Bldg SqFt :
Air Conditn : Garage SF :
GarageType :

```

```

Land :
Struct :
Timber :
Other :
Total :
Exempt :
Type :
% Imprvd :
% Owned :
Tax Area :010002
11-12 Tx :
OwnerPh :
TenantPh :
Map Grid :2259 D3
S:4 T:27S R:40E
.....
Year Built :
Williamson :
Lot Acres :.42
Lot SqFt :18,295
Lot Dimen :
Frame Type :Wood
Bldg Shape :A

```

```

-----: MetroScan / Kern :-----*
Parcel :478 010 12 00
RefPrcl# :
Owner :City of Ridgecrest
CoOwner :
Site :*no Site Address*
Mail :
Xfered :09/30/1978 Doc # :5141-0724
Price : Deed :
Loan Amt : Loan :
VestType : IntTy :
Lender :
Land Use :6030 Gov,City
Legal :SECTION 4 TOWNSHIP 27 RANGE 40
:QUARTER
Census :Tract:54.03 Block:5
.....
Bedrooms : Stories :
Bathrooms : 1st Flr SF :
Dining Room : 2nd Flr SF :
Family Room : Addtl SqFt :
Total Rooms : BsmTot SF :
Heat Type :Central Bldg SqFt :
Air Conditn : Garage SF :
GarageType :

```

```

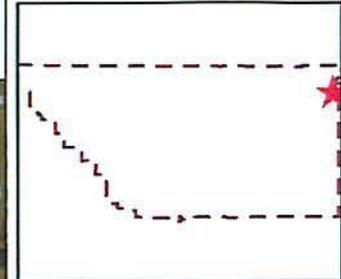
Land :
Struct :
Timber :
Other :
Total :
Exempt :
Type :
% Imprvd :
% Owned :
Tax Area :010002
11-12 Tx :
OwnerPh :
TenantPh :
Map Grid :2259 D3
S:4 T:27S R:40E
.....
Year Built :
Williamson :
Lot Acres :.78
Lot SqFt :33,977
Lot Dimen :
Frame Type :Wood
Bldg Shape :A

```

```

*-----: MetroScan / Kern -----*
Parcel :478 010 13 00
RefPrcl# :
Owner :City of Ridgecrest
CoOwner :
Site :*no Site Address*
Mail :139 Balsam St Ridgecrest Ca 93555
Xfered :08/02/1983 Doc # :5575-2270
Price : Deed :
Loan Amt : Loan :
VestType : IntTy :
Lender :
Land Use :6030 Gov, City
Legal :SECTION 4 TOWNSHIP 27 RANGE 40
:QUARTER
Census :Tract:54.03 Block:5
.....
Bedrooms : Stories :
Bathrooms : 1st Flr SF :
Dining Room : 2nd Flr SF :
Family Room : Addtl SqFt :
Total Rooms : BsmTot SF :
Heat Type :Central Bldg SqFt :
Air Conditn : Garage SF :
GarageType :
.....
Land :
Struct :
Timber :
Other :
Total :
Exempt :
Type :
% Imprvd :
% Owned :
Tax Area :010002
11-12 Tx :
OwnerPh :
TenantPh :
Map Grid :2259 D3
S:4 T:27S R:40E
.....
Year Built :
Williamson :
Lot Acres :.07
Lot SqFt :3,049
Lot Dimen :
Frame Type :Wood
Bldg Shape :A

```



**Legend**

**Roads**

- Arterial
- Collector
- Highway
- Local
- Ramp
- Unpaved

County of Kern

Assessment Parcels

High Res Aerial Photo 2008

Scale: 1:709

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**COVER PAGE**

Organization Name: Southern Sierra Boys & Girls Club  
Contact Person: Trisha Miller, Chief Professional Officer  
Address: 131 S Warner  
Ridgecrest, CA 93555  
Telephone Number: 760/375/8870  
  
Project Name: Boys & Girls Club Warner St Site Building expansion

## A. PROJECT PURPOSE AND BENEFIT

The mission of the Southern Sierra Boys & Girls Club to "Inspire and enable all young people, especially those from disadvantaged circumstances, to realize their full potential as productive, responsible and caring citizens." The Southern Sierra Boys & Girls Club began serving youth in 2002, serving 35 youth at Las Flores Elementary School and today the Southern Sierra Boys & Girls Club operate a standalone Club located on Warner St along with 2 school-based sites in Ridgecrest and we operate a summer camp program

We are requesting \$95,000 in CDBG funds from the City of Ridgecrest for public facilities and improvements at 131 S Warner because the community surrounding the Club is considered one of the most distressed areas of Ridgecrest due to poor housing, high crime rate, gang activity, and economic disparity. The proposed program would primarily benefit low- and moderate-income families which is one of the national CDBG objectives. The total cost of the renovation project is \$95,000.

**The purpose of the proposed project is to expand the square footage of the existing building** to better allow for more space to be provided to the after-school and holiday day camps and to create a place where boys and girls will want to learn, play and grow.

## B. PROJECT DESCRIPTION

A.

The Southern Sierra Boys & Girls Club Warner St Expansion is located at 131 S Warner St, Ridgecrest, Ca 93555

See attached photos providing views of the site and looking North, South, East, and West of building.

B.

1. The **purpose of the proposed project at the** Southern Sierra Boys & Girls Club Warner St in Ridgecrest **is to expand the square footage of our building** to create a welcoming and comfortable learning environment.
2. The programs and staff of the Southern Sierra Boys & Girls Club are well poised to address present and future needs of Ridgecrest. However, the actual Warner Street Building is 1624 square feet and expansion is in order to meet the increasing demand for youth services in Ridgecrest. The project purpose is to expand the Warner Street Building and by utilizing CDBG funding the Southern Sierra Boys & Girls Club can insure that the Club can continue to serve the Ridgecrest youth that need us the most.

The expansion project is essential to continued success of Boys & Girls programs for the following reasons including (but not limited to):

- to improve safety,
- to insure a healthier environment,

- to improve efficiency,
- to develop a better learning/program environment,
- and to create a higher quality community center.

Currently the Boys & Girls Warner St Building is only 1624 square feet that is not ideally suited to serve an average of 130+ children per year and the other community agencies that utilize Warner Street throughout the year.

In order to achieve the essential expansion project previously stated above and create an ideal Club environment, the **following detailed proposed improvements are required:**

Improved Safety

- More space to serve the youth of our community in.

Improved Efficiency

- Energy efficient appliances to reduce utility costs..
- Improve lighting to create energy efficiency.

Quality Learning and Program Environment

- Improve lighting.
- Dedicated Homework space.

A Higher Quality Community Center

- Create an upgraded facility that can be shared with other non-profit and community agencies for collaborative programs and other non-profit agency events.
- Our proposal does not consist of land and/or facility acquisition, construction of a new facility, or a combination of these.

CDBG funding would allow us to expand the Warner St Building and by utilizing CDBG funding the Southern Sierra Boys & Girls Club can insure that the Club can continue to serve the Ridgecrest youth that need us the most including their families and our community partners.

**Additional beneficiaries of building expansion project** will be one the community as Southern Sierra Boys & Girls Club Warner St Building serves as a center for community wide recreational and leisure activities throughout the year.

C.

1. This project is not large enough to qualify for phasing.

D.

1. Contact Person and Information

Trisha Miller, Chief Professional Officer  
 131 S Warner St, Ridgecrest, CA 93385  
 760/375-8870 [ssbgc93555@yahoo.com](mailto:ssbgc93555@yahoo.com)

2. We will the contracting the design phase out, and plan to implement this is a timely manner.

E.

1. We do not have access to any alternative sites.

**C. FUNDING SOURCES/PROJECT COST ESTIMATE**

A. CDBG assistance is needed for the expansion renovation because **the Southern Sierra Boys & Girls Club budget is not able to subsidize the renovation** due to the need to prioritize after-school and day camp programming for the children in our community. The Southern Sierra Boys & Girls Club charge the families \$55 per week during the school year and \$100 per week in the summer months to attend the Club, but no child is turned away for inability to pay. Currently 75% of the Club members attend at no charge or a reduced fee.

B. CDGC FUNDING \$95,000  
TOTAL FUNDING \$ 95,000

C. Any costs incurred above the \$95,000 will be the responsibility of the Southern Sierra Boys & Girls Club

D. Total Project Budget: \$95,000 Amount requested from CDBG: \$95,000.00

Prepared By: Trisha Miller Date Prepared: 12/6/12

Description of Item	Quantity	Unit of Measure*	Total Price
<b>Expansion of Building</b>	1600	Sq ft	
1. Saw walkway through back wall block wall			1100.00
2. Pour concrete slab level with existing building			8,600.00
3. New structure to be wood construction 2x12 rafters with 2x6 exterior walls			22,400.00
4. Add 3-4x1-6 windows at top plate			330.00
5. Roofing will be torchdown			5000.00
6. Install 6700 CFM Aerocool and Install Gas furnace			7000.00
7. Insulation to be R-21 in walls and R-38 in lid			4000.00
8. Sheetrock to be 5/8			4000.00
9. Separate office in new building to be 12x12			0.00
10. Lids to be finished			0.00

12. All stucco to be 3-coat			
13. Re route existing gas line on back of building			3800.00
14. Install metal door on NE Corner of Addition			3000.00
15. Add 2 skylights			2700.00
16. Complete electrical			600.00
18. includes all dirt work and slab prep			4800.00
			3000.00
<b>Total Expansion</b>			<b>\$69,730</b>

Construction Cost	\$ 69,730.00
Real Property Acquisition (if applicable)	\$ 0
Design Cost (10% of construction cost, if applicable)	\$ 0
Advertisement	\$ 10,000.
Construction Inspection (15% of construction cost)	\$ 10,459.50
Contract Administration/HUD Monitoring (5% of construction cost)	\$ 3,486.50
Contingency (10% of construction cost)	\$ 6,973.00
Escalation (6% of construction cost)	\$ 4,183.80
Project Delivery Cost	<u>\$ 15,000.</u>
<b>TOTAL PROJECT COST</b>	<b>\$119,832.80</b>

## PLANNING ISSUES

- A. A. The Southern Sierra Boys & Girls Club Warner St in Ridgecrest is zoned C-1 (Neighborhood – Commercial Zone). The proposed CDBG funding application to expand does not require developmental approvals.
- B. No General plan amendment, zone change, conditional use permit or zoning variance/ modification will be required
- C. There are no Federal or State review and approval process required.
- D. The current source of water will be used and it is provided by the City of Ridgecrest
- E. The current method of sewage disposal will be used.
- F. No public utility companies will be affected.

## ENVIROMENTAL ISSUES

### A. LAND USE

- 1. The current site is used by the Southern Sierra Boys & Girls Club for After School and Summer Camp programs.
  - 2. The land to the north is businesses, to the South, the City of Ridgecrest's pool and a school, the land to the East is a City park and the land to the West is a small park, the senior center, and solar field
  - 3. There is 1 structure on this site. Copies of any asbestos and lead paint testing are on file with Kern County.
- B. The project sites is flat and has sparse grass as its only vegetation.
  - C. There are no surface waters at the site.
  - D. There are no storage tanks/containers on the site.
  - E. The site is not located near noise sources such as railroad, airport or major highway.
  - F. There are no previous environmental studies or reports available. The Southern Sierra Boys & Girls Club will be responsible for the preparation of these types of studies, if required as part of the environmental review.

## Appendix C

### OUTCOME PERFORMANCE MEASUREMENT

*(This section **must** be completed in order to be considered for funding)*

HUD is now requiring recipients of federal funds to assess the objectives and outcomes of all projects undertaken. A new Performance Measurement System has been designed by HUD to establish and track measurable goals and objectives for the CDBG, ESG, and HOME Programs. Applicants are now required to identify the objectives and outcomes of their proposed projects and to predict benefits and measure performance. ***If the project is funded, the applicant must agree to collect and report all data required, in accordance with the requirements set forth by HUD and as stipulated in the project agreement.***

#### 1. **Project Objectives:**

Why is the proposed project/program needed?

The reason for the request for CDBG funds is because the surrounding community is considered one of the most distressed areas of our community due to poor housing, high crime rate, gang activity, and economic disparity and the Boys & Girls Club is a safe place for the youth to go after school and during school holidays.

**2. Project Outcomes:**

What changes do you expect will be achieved as a result of the proposed project or program?

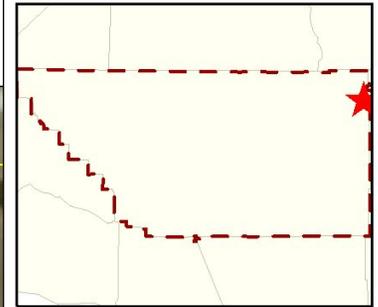
The Changes expect to occur with the expansion is our ability to serve more youth in our community. By serving more youth we hope to help lower youth crime and help prepare our youth to be positive, caring, responsible members of our community.

**3. Project Benefit:**

- a. How many persons or households is the proposed project/program expected to benefit?  
100+
- b. How many jobs is the proposed project/program expected to create and/or retain?  
5+
- c. How many dwelling units is the proposed project/program expected to create and/or rehabilitate? None

**Additional Application Information Required for Outcome Performance Measurement:**

- 1. Will the project provide a new service or benefit to residents?  
Yes  No
- 2. Will the project provide improved service or benefit to residents?  
Yes  No
- 3. Will the project upgrade a currently substandard service, facility or improvements?  
Yes  No
- 4. Will the facility provide overnight shelter or other emergency housing?  
Yes  No  If so, how many beds will be created?



### Legend

#### Roads

- Arterial
- Collector
- Highway
- Local
- Ramp
- Unpaved

County of Kern

Assessment Parcels

High Res Aerial Photo 2008



Scale: 1:434

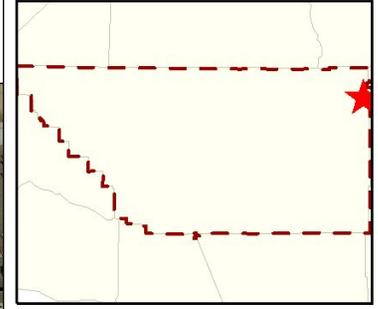
Map center: 6658365, 2412612

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Notes: Southern Sierra Boys and Girls Club



# Aerial View of LMI Area



## Legend

### Roads

- Arterial
- Collector
- Highway
- Local
- Ramp
- Unpaved

County of Kern

High Res Aerial Photo 2008



Scale: 1:7,423

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**CITY COUNCIL/SUCCESSOR REDEVELOPMENT AGENCY/FINANCING  
AUTHORITY/HOUSING AUTHORITY AGENDA ITEM**

**SUBJECT:**

Introduction And First Reading, An Ordinance Of The City Council Of The City Of Ridgecrest Amending The Municipal Code With Respect To Agencies, Commissions, Boards, and Committees

**PRESENTED BY:**

Rachel J. Ford – City Clerk

**SUMMARY:**

The intent of the following ordinance is to make routine changes to Ridgecrest Municipal Code. These changes have been made necessary by changes in state law or for consistency with the rest of the Code. For example, language referring the Ridgecrest Redevelopment Agency has been struck. In other places, references to the “City Administrator” have been changed to “City Manager.” These changes are not intended to make substantive revisions to the existing law. They have been reviewed by the City Attorney

*Recommended Motions:*

Motion To Waive Reading In Full Of An Ordinance Of The City Council Of The City Of Ridgecrest Amending Article 3, §§ 2-3.101 Thru 2-3.109 Of The Ridgecrest Municipal Code With Respect To Agencies, Commissions, Boards, And Committees.

Requires A Second

Motion To Introduce, By Title Only, An Ordinance Of The City Council Of The City Of Ridgecrest Amending Article 3, §§ 2-3.101 Thru 2-3.109 Of The Ridgecrest Municipal Code With Respect To Agencies, Commissions, Boards, And Committees

Requires A Second

**FISCAL IMPACT:**

No Fiscal Impact

Reviewed by Finance Director

**ACTION REQUESTED:**

Approve recommended motions

**CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:**

Action as requested: Approve recommended motions

Submitted by: Rachel J. Ford  
(Rev. 02/13/12)

Action Date: February 6, 2013

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### **Article 3. - Agencies, Commissions, Boards and Committees**

- [2-3.101. - General.](#)
- [2-3.102. - Redevelopment Agency.](#)
- [2-3.103. - Planning Commission.](#)
- [2-3.104. - Personnel Commission.](#)
- [2-3.105. - Construction Appeals Board.](#)
- [2-3.106. - Handicap Access Appeals Board.](#)
- [2-3.107. - Council Committees.](#)
- [2-3.108. - Additional Council Appointments.](#)
- [2-3.109. - Disaster Council.](#)

#### **2-3.101. - General.**

- (a) This Article sets forth provisions which are common to all agencies, commissions, boards and committees.
- (b) Commissions and boards shall consist of five (5) members who shall be registered voters within the City and who shall be appointed on the basis of their qualifications for their duties. Each member of the Council shall nominate one (1) Commissioner or board member. The Council shall confirm or reject the nomination.
- (c) Commission and board members shall serve for two-year terms which expire on the last day of November of even-numbered years. Each Councilmember shall nominate a commissioner who shall be confirmed by a majority of the City Council. Should a vacancy occur, either by resignation or by Council action, the vacancy shall be filled by a nomination from the Councilmember whose Commissioner position is vacant and confirmed by a majority of the City Council. Commissioners may be removed at any time, without cause, by a four-fifths (4/5) vote of the Council.
- (d) The City ~~Administrator-Manager~~ shall appoint a secretary for each commission who shall maintain the records of the commission and the minutes of the meetings. The secretary shall receive such compensation as may be fixed from time to time by the Council by resolution.
- (e) At its first meeting in the month of December of each even-numbered year, each commission shall elect one (1) of its members as chair and one (1) of its members as vice-chair. If the chair is absent or unable to act, the vice-chair shall conduct the meeting of the commission and exercise the powers of the chair.
- (f) Each commission shall provide for the time and place of its regular meetings.
- (g) Each commission shall act only by resolution or motion. A majority of the Commissioners shall constitute a quorum for the transaction of the Commission's business; however, no motion or resolution shall be passed and become effective without the affirmative vote of at least a majority of the Commissioners.
- (h) Each commission shall keep written records of its proceedings which shall be open at all times for

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public inspection. Each commission shall also file its recommendations with the Council.

- (i) The Council shall approve the budget for the work of each commission.
- (j) Upon request by the Commission, the City Administrator-Manager shall furnish to each commission within a reasonable time, such information as may be required for the work of the Commission. Each commission shall cooperate with commissions of other agencies charged with similar responsibilities in the formulation of its plans and recommendations to the Council.
- (k) On or before December 31 of each year, the Council shall prepare an appointments list of all regular and ongoing boards, commissions and committees which are appointed by the Council. The list shall identify all appointed terms which will expire during the next calendar year with the name of the incumbent, the date of the appointment, the date the term expires and the necessary qualifications for the position. The list shall also include all boards, commissions and committees whose members serve at the will of the Council.
- (l) Whenever an unscheduled vacancy occurs in any board, commission or committee for which the Council has the appointing power, whether due to resignation, death, termination or other causes, a special vacancy notice shall be posted in the office of the City Clerk not earlier than twenty (20) days before nor later than twenty (20) days after the vacancy occurs. Final appointment to the Board, Commission, or Committee shall not be made by the Council for at least ten (10) working days after the posting of the notice unless the Council finds that an emergency exists. A person appointed to fill a vacancy in an emergency shall serve only on an acting basis until the final appointment is made pursuant to this section.

(Ord. No. 96-03)

~~**2-3.102. - Redevelopment Agency.-**~~

~~The Redevelopment Agency of the City of Ridgecrest is hereby established. The Council shall act as the governing body of the Redevelopment Agency as defined in the Health and Safety Code section 33200.~~

~~(Ord. No. 96-03)-~~

**2-3.103. - Planning Commission.**

- (a) Pursuant to the provisions of Chapter 3 of Title 7 (commencing with Section 65100) of the Government Code, there is hereby established a planning agency for the City. The planning agency shall be the Planning Commission composed and organized as set forth in this Article.
- (b) Planning Commission Salary. Commissioners shall receive monthly compensation in an amount established by resolution of the City Council. Commissioners may also receive traveling and other expenses incurred on City planning business.
- (c) The Planning Commission shall:
  - (1) Develop and maintain a general plan, zoning and subdivision ordinances;
  - (2) Develop such specific plans as may be necessary or desirable;
  - (3) Periodically review the capital improvement program of the City;

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- (4) Prepare, review and recommend to the Council plans and drafts of such regulations, programs and legislation as may, in its judgment, be required for the systematic execution of the general plan;
- (5) Act as the agency for the Council in connection with Subdivision Map Act;
- (6) Investigate and recommend plans to the Council for the improvements and/or beautification of the City, including matters such as the opening, straightening, widening, closing of or parking on streets, improvement and development of public streets, improvement and development of public buildings and works the subdivision of lands and the supplementation or the change of zoning regulations and districts;
- (7) Act as the zoning board of adjustment;
- (8) Perform such other functions and duties as may be imposed by law or as the City Council may provide.

(d) The Planning Commission shall have the powers necessary to enable it to fulfill and carry out its planning functions as provided by law and as set forth herein. In the performance of its functions, Planning Commission personnel may enter upon any land to make examination and surveys provided such entries, examination and surveys do not interfere with the use of land by those persons lawfully entitled to the provisions thereof.

(e) The Director of Community Development or designee shall assist the Commission with the performance of its duties.

(Ord. No. 96-03; Ord. No. 99-01, § 2)

**2-3.104. - Personnel Commission.**

- (a) The Personnel Commission is hereby established.
- (b) Commissioners shall receive no compensation, but shall receive reimbursement for expenses incurred while on City business, provided such expenses are authorized by the Council.
- (c) The Personnel Commission shall hear appeals by employees in the competitive service concerning appointments, promotions, demotions, suspensions and discharge; and ~~make recommendations to the Council may approve, disapprove, or amend the appointments, promotions, demotions, suspensions, and discharge heard in the appeal.~~
- ~~(d) Decisions of the Personnel Commission are final unless overturned by a court of law-~~

~~(d)~~(e) The Personnel Officer or designee shall assist the Personnel Commission in the performance of its duties.

(Ord. No. 96-03)

**2-3.105. - Construction Appeals Board.**

- (a) The Construction Appeals Board is hereby established. The Board shall be constituted as set forth in the Uniform Building Code as it pertains to the Contractors Appeals Board.
- (b) Boardmembers shall receive no compensation but shall receive reimbursement for expenses incurred while on City business, provided such expenses are authorized by the Council.

(c) The Board shall undertake the tasks specified in the Uniform Building Code for the Board of Appeals, in the Uniform Housing Code for the Housing Advisory and Appeals Board and in the Uniform Code for the Abatement of Dangerous Buildings for the Board of Appeals.

(d) The Building Official or designee shall assist the Board in performance of its duties.

(Ord. No. 96-03)

**2-3.106. - Handicap Access Appeals Board.**

(a) The Handicap Access Appeals Board is hereby established. The Board shall be appointed and constituted as follows: Two (2) members of the Board shall be physically handicapped persons, two (2) members shall be persons experienced in construction and one (1) member shall be a public member.

(b) Boardmembers shall receive no compensation but shall receive reimbursement for expenses incurred on City business, provided such expenses are authorized by the Council.

(c) The Board shall conduct hearings on written appeals made under the State Handicapped Access Standards and may approve or disapprove interpretations of these Standards and enforcement actions taken by the Building Official. The Board shall adopt regulations establishing procedural rules and criteria for carrying out its duties.

(d) The Building Official or designee shall assist the Board in the performance of its duties.

(Ord. No. 96-03)

**2-3.107. - Council Committees.**

The Council shall establish committees by resolution. Committee members shall be appointed by the Mayor with the advice and consent of the Council. The Committee shall select a chair. If the Committee cannot select a chair within sixty (60) days from the date of appointment, the Mayor shall nominate a chair who shall be confirmed by a majority of the Council. Meetings of standing committees are open to the public. Committees shall make their recommendations to the Council.

(Ord. No. 96-03; Ord. No. 99-01, § 3)

**2-3.108. - Additional Council Appointments.**

The following additional appointments shall be made by the Council to conduct the business of the City. These are listed below with the appropriate assignments.

(a) Kern Council of Governments (KernCOG). One (1) representative and one (1) alternate from the City Council appointed by a majority of the Council in December of even-numbered years for a two-year appointment.

(b) Navy Community Council. The City has two (2) representatives. The Mayor serves as a permanent member. Additionally, one (1) representative from the City Council, approved by a majority of the Council for a six-month term appointed in December and May.

(c) Kern County Air Pollution Control District (KCAPCD). One (1) representative from the City Council, appointed by a majority of the Council in December for a two-year term.

(d) Ridgecrest Area Convention and Visitors Bureau (RACVB). One (1) representative from the

City Council appointed by a majority vote of the Council for a two-year term starting in December of even-numbered years.

(e) IWV Groundwater Management Committee. One (1) representative from the City Council, appointed by a majority of the Council for a two-year term commencing in December of even-numbered years.

(f) League of California Cities-Desert Mountain Division. One (1) representative from the City Council, appointed by the majority of the Council for a one-year term starting in December.

(g) Any Ad Hoc Committee that the City Council may deem necessary. Procedures for appointment and length of term to be determined by the Council at the time of inception.

(Ord. No. 96-03)

### **2-3.109. - Disaster Council.**

(a) The Disaster Council is hereby established.

(b) The Disaster Council shall provide for the preparation and carrying out of plans for the protection of persons and property within this City in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of this City with all other public agencies, corporations, organizations, and affected private persons.

As used herein "emergency" shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are, or likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to combat.

(c) The Disaster Council shall consist of the following: The Mayor, who is the Chair; the Director of Emergency Services, who is the City ~~Administrator-Manager~~ and who shall be Vice-Chair; the Assistant Director of Emergency Services who is the Chief of Police or the person appointed by the Director in the Assistant Director's absence; such chiefs of emergency services as are provided for in a current emergency plan of the City adopted pursuant to this section; and such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility as may be appointed by the Director to fulfill the requirements of the Emergency Operations Plan.

(d) The Disaster Council shall develop and recommend for adoption by the City Council, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements. The Disaster Council shall meet upon the call of the Chair, or in the Chair's absence from the City or inability to call such meeting, upon the call of the Vice Chair.

(e) The Disaster Council shall be responsible for the development of the City Emergency Operations Plan, which plan shall provide for the effective mobilization of all of the resources of this City, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency; and shall provide for the organization, powers and duties, services, and staff of the emergency organization. Such plan shall take effect upon adoption by resolution of the City.

(f) As required by the Emergency Operations Plan and State statute, the Chairman shall:

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(1) Request the City Council to proclaim the existence or threatened existence of a "local emergency" if the Council is in session, or to issue such proclamation if the City Council is not in session. The Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect.

(2) Request the Governor to proclaim a "state of emergency" when, in the opinion of the Chair, the locally available resources are inadequate to cope with the emergency.

(g) As required by the Emergency Operations Plan and State statute the Director shall:

(1) Declare a local emergency, provided, whenever a local emergency is proclaimed, the Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect.

(2) Control and direct the effort of the emergency organization of this City for the accomplishment of the purposes of this section.

(3) Direct cooperation between and coordination of services and staff of the emergency organization of this City; and resolve questions of authority and responsibility that may arise between them.

(4) Represent this City in all dealings with public and private agencies on matters pertaining to emergencies as defined herein.

(h) In the event of the proclamation of a "local emergency" as herein provided, the proclamation of a "state emergency" by the Governor or the Director of the State Office of Emergency Services, or the existence of a "state of war emergency" the Director shall:

(1) Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the City Council;

(2) Obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property and to bind the City for the fair value thereof and, if required immediately, to commandeer the same for public use;

(3) Require emergency services of any City officer or employee and, in the event of the proclamation of a "state of emergency" in Kern County or the existence of a "state of war emergency," to command the aid of as many citizens of this community as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered disaster service workers;

(4) Requisition necessary personnel or material of any City department or agency; and

(5) Execute all ordinary power as City Administrator, all of the special powers conferred by this section or by resolution of emergency plan pursuant hereto adopted by the City Council, all powers conferred by any statute, by any agreement approved by the City Council, and by any other lawful authority.

(i) The Director of Emergency Services shall designate the order of succession to that office to take effect in the event the Director is unavailable to attend meetings and otherwise perform his duties during an emergency. Such order of succession shall be approved by the City Council.

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(j) The Assistant Director shall, under the supervision of the Director and with the assistance of emergency service chiefs, develop emergency plans and manage the emergency programs of this City; and shall have such other powers and duties as may be assigned by the Director.

(k) All officers and employees of this City, together with those volunteer forces enrolled to aid them by agreement or operation of law, including persons impressed into service under the provisions of this Code, shall be charged with duties incident to the protection of life and property in this City during such emergency, and shall constitute the emergency organization of the City.

(l) Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City.

(m) It shall be a misdemeanor promulgated in the California Emergency Act and the California Penal Code for any person during an emergency to:

(1) Willfully obstruct, hinder, or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this section, or in the performance of any duty imposed upon him by virtue of this section;

(2) Do any act forbidden by any lawful rule or regulation issued pursuant to this section, if such act is of such a nature as to give or be likely to give assistance to the enemy or to imperil the lives or property of inhabitants of his City, or to prevent, hinder, or delay the defense or protection thereof;

(3) Wear, carry, or display, without authority, any means of identification specified by the emergency agency of the State.

(Ord. No. 96-03)

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