



City Council

Redevelopment Agency

AGENDA

Wednesday

Regular

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

July 6, 2011

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

(760) 499-5000

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

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CITY OF RIDGECREST

CITY COUNCIL RIDGECREST REDEVELOPMENT AGENCY FINANCING AUTHORITY

AGENDA

Regular Council/Agency Meeting
Wednesday July 6, 2011

CITY COUNCIL CHAMBERS CITY HALL

100 West California Avenue
Ridgecrest, CA 93555

Closed Session – 5:30 p.m.

Regular Session – 6:00 p.m.

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

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

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

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENT – Closed Session

AGENDA - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

July 6, 2011

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5. A Resolution To Approve A Professional Services Agreement With, RBF Consulting For Design Engineering Services For The Traffic Signal Project At The Intersection Of China Lake Boulevard And Upjohn Avenue And Authorize The City Manager To Execute This Agreement Speer
6. A Resolution To Approve A Professional Services Agreement With, RBF Consulting For Engineering Services For The Design Of Intersection And Drainage Improvements And Traffic Signal Synchronization For China Lake Boulevard And Upjohn Avenue Intersection And Authorize The City Manager To Execute This Agreement Speer
7. Approve A Resolution Of The Ridgcrest City Council Accepting A Proposal To Manage The Solid Waste And Recycling Procurement Between The City Of Ridgcrest And HF&H Consultants, Inc. And Authorizing The City Manager To Sign The Agreement Wilson
8. Approve A Resolution Of The Ridgcrest City Council Adopting A Septic Tank Waste Dumping Fee Speer
9. Approve A Resolution Of The Ridgcrest City Council Adopting An Agreement With The Ridgcrest Area Convention And Visitors Bureau And Authorizing The City Manager To Sign The Agreement Wilson
10. Approve A Resolution Adopting An Agreement With The Ridgcrest Chamber Of Commerce And Authorizing The City Manager To Sign The Agreement Wilson
11. Approval Of A Resolution Of The Ridgcrest City Council Supporting The "Parade Of 1000 Flags" Ford
12. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of May 18, 2011 Ford
13. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of June 1, 2011 Ford
14. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of June 15, 2011 Ford
15. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of June 23, 2011 Ford

AGENDA - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

July 6, 2011

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DISCUSSION AND OTHER ACTION ITEMS

16. Discussion And Approval By Minute Motion of a Request For Proposals for consulting agencies regarding Branding And Other Downtown City of Ridgecrest (Olde Towne) Projects McRea
17. Discussion Of Downtown Wednesday Market Event Taylor

PUBLIC HEARINGS

18. Public Hearing For Council To Receive Comments On The Fiscal Impact Of A Golden Handshake Wilson

COUNCIL COMMITTEES

Infrastructure Committee

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

Quality of Life

Members: Chip Holloway, Jason Patin, Craig Porter, Carter Pope
Meetings: 1st Thursday of every even month at 12:00 p.m.; Kerr-McGee Center
Next Meeting: August 4, 2011

City Organization

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

Community Development Committee

Members: Steve Morgan, Jason Patin, Christopher LeCornu, James Sanders
Meetings: 1st Thursday of the month at 5:00 p.m.; Council Conference Room
Next Meeting: July 7, 2011 (Cancelled)
Next Meeting is scheduled for August 4, 2011

AGENDA - CITY COUNCIL / REDEVELOPMENT AGENCY - REGULAR

July 6, 2011

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

Members: Ron Carter, Chip Holloway, Ron Strand

Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-
McGee Center

Next Meeting: July 11, 2011

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway and Jason Patin

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

Next Meeting: August 3, 2011 and location to be announced

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

PUBLIC COMMENT

CITY MANAGER REPORT

MAYOR AND COUNCIL COMMENTS

ADJOURNMENT

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

RESOLUTION TO ESTABLISH THE APPROPRIATION LIMIT FOR FISCAL YEAR 2011/2012 AND DETERMINING COMPLIANCE WITH GOVERNMENT CODE SECTION 7910.

PRESENTED BY:

Tyrell Staheli, Finance Director

BACKGROUND:

In November of 1979, the voters of California passed Proposition IV which specified that government appropriations may increase annually by a factor comprised of change in population combined with either the Consumer Price Index (CPI) or the change in the per capita personal income. This measure was intended to provide citizen control of government spending and taxation.

The adoption of the Gann Appropriation Limit is an annual requirement. The City of Ridgecrest's Gann Limit is currently calculated to be \$17,554,253. The General Fund tax proceeds subject to the Gann Limit are estimated to be \$7,561,437. Like past budget years, the City of Ridgecrest is well within the appropriations limit for Fiscal Year 2011/2012.

ANAYSIS:

The Gann limit calculation begins with the total forecasted General Fund revenues for Fiscal Year 2011/2012 (please see Exhibit A). Of the total forecasted revenues, revenue "proceeds" and "non-proceeds" are summarized in separate columns. Revenue proceeds are those revenue sources that are subject to the Gann Limit including most tax measures and intergovernmental revenue. Non-proceed revenues include most local fees, fines, and permits and are not subject to the Gann Limit.

Total General Fund revenues for Fiscal Year 2011/2012 are forecasted to be \$12,305,722. Of the \$12,305,722 amount, \$7,561,437 is calculated to be proceed revenues or revenues subject to the Gann Limit and \$4,744,285 is calculated to be non-proceed revenue not subject to the Gann Limit.

Interest income has been allocated based on the weighted average of each category.

The Council adopted Gann Limit for Fiscal Year 20010/2011 was \$16,883,003. Each year, the City is required to adjust Ridgecrest's Gann Limit by both the prior year per capita personal income increment and the prior year change in population. This information is received from the State Department of Finance (please see the attached letter). The Fiscal Year 2011/2012 Gann Limit was adjusted by a per capita personal increment factor of 1.0251 and a population change factor of 1.0143. The Fiscal Year 2011/2012 Gann Limit is calculated to be \$17,553,253.

The forecasted General Fund proceed revenues subject to the Gann Limit is \$7,561,437 leaving \$9,992,816 (\$17,554,253 - \$7,561,437) of unused appropriation limit. As you can see, Ridgecrest is well within the Gann Limit.

FISCAL IMPACT: None

Reviewed by Finance Director

ACTION REQUESTED:

Approval Of The Attached Resolution Approving The City's Appropriations Limit Of \$17,553,253 For 2011-12 (GANN Limit)

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested: Approve A Resolution Approving The City's Appropriations Limit Of \$17,553,253 for 2011-12 (GANN Limit)

Submitted by: Tyrell Staheli, Finance Director

Action Date: 07/06/2011

(Rev. 6/12/09)

RESOLUTION NO. 11-

**RESOLUTION APPROVING THE CITY'S APPROPRIATIONS
LIMIT OF \$17,553,253 FOR 2011-12 (GANN LIMIT)**

WHEREAS, Article XIII of the California Constitution and Section 7900 et seq. of the California Government Code require cities to adopt limits on appropriations for each fiscal year, and

WHEREAS, the Appropriation Limit has been calculated for the fiscal year 2011-12 and is set forth in that certain document 2012 Appropriation Limit Calculation, Attachment A, attached hereto and made a part hereof, and

WHEREAS, the staff report and the documentation used in determining the Appropriations Limit and the appropriations subject to limit have been made available to the public as required by law,

NOW, THEREFORE, BE IT RESOLVED by the Ridgecrest City Council that:

1. The adjustment factors selected for calculating this Appropriations Limit are based on California Per Capita Income change of 2.51% and the City of Ridgecrest population change of 1.43 %;
2. The Appropriation Limit for 2011-12 fiscal year is established at \$17,533,253; and
3. The City Council reserves the right to recalculate this Appropriations Limit utilizing Non-Residential Assessed Valuation.

APPROVED AND ADOPTED this 6th day of July, 2011, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ronald Carter, Mayor

ATTEST:

Rachel Ford, City Clerk

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2012 Appropriation Limit Calculation
Exhibit A

CALCULATION OF APPROPRIATIONS SUBJECT TO THE APPROPRIATION LIMIT

	Forecasted	Forecasted	Non-Proceeds	Allocated
	Revenues	Proceeds	Non-Proceeds	Allocated
General Fund				
Taxes				
Property Tax	1,922,000	1,922,000	-	-
Sales Tax	2,793,201	2,793,201	-	-
Sales Tax-public safety	162,000	162,000	-	-
Real property transfer	20,000	20,000	-	-
Business tax	150,000	150,000	-	-
Franchise Tax	556,000	556,000	-	-
Transient occupancy tax	1,200,000	1,200,000	-	-
Total Taxes	6,803,201	6,803,201	-	-
Intergovernmental Revenues				
Motor vehicle in lieu tax	60,000	60,000	-	-
Homeowner Prop Tax Relief	3,500	3,500	-	-
Other State reimbursements	451,000	451,000	-	-
Other County Reimbursements	36,000	36,000	-	-
Other Federal Reimbursements	206,507	206,507	-	-
POST Reimbursements	40,000	-	40,000	-
Total intergovernmental revenues	797,007	757,007	40,000	-
Licenses and Permits				
Construction Permits	202,000	-	202,000	-
Dog Licenses	23,200	-	23,200	-
Other permits	10,900	-	10,900	-
Total licenses and permits	236,100	-	236,100	-
Fines and forfeitures				
Animal Control Fines	55,700	-	55,700	-
Parking citations	30,000	-	30,000	-
DUI cost recovery	500	-	500	-
Asset Seizure	3,450	-	3,450	-
Total fines and forfeitures	89,650	-	89,650	-
Use of Money and Property				
Interest	2,000	-	-	2,000
Concession fees	9,500	-	9,500	-
Pool/Scout/Town Hall rentals	130,930	-	130,930	-
Total use of money and property	142,430	-	140,430	2,000
Charges for Services				
Planning and zoning fees	25,000	-	25,000	-
Kern Building Contract	30,000	-	30,000	-
Recreation fees	367,800	-	367,800	-
Police Services	97,650	-	97,650	-
Animal Control fees	65,400	-	65,400	-
Administrative Fees	45,700	-	45,700	-
Total charges for services	631,550	-	631,550	-
Other Financing Sources				
Overhead allocation	1,988,180	-	1,988,180	-
Total other financing sources	1,617,604	-	1,617,604	-
Total Other	3,605,784	-	3,605,784	-
Interest allocation	2,000	1,229	771	-
Total General Fund		7,561,437	4,744,285	2,000

2012 Appropriation Limit Calculation
Exhibit A

CALCULATION OF LIMITATION

	<i>FY</i> <i>2012</i>	<i>FY</i> <i>2011</i>	<i>FY</i> <i>2010</i>	<i>FY</i> <i>2009</i>	<i>FY</i> <i>2008</i>	<i>FY</i> <i>2007</i>
Prior Year Appropriations Limit	16,883,003	17,120,983	16,759,073	15,946,893	15,025,458	14,553,534
Population Factor - Ridgecrest	1.0143	1.0118	1.0153	1.0077	1.0164	0.9931
Economic Factor	1.0251	0.9746	1.0062	1.0429	1.0442	1.0396
Total Adjustment Ratio	1.03975893	0.98610028	1.02159486	1.05093033	1.06132488	1.03242676



May 2011

Dear Fiscal Officer:

Subject: Price and Population Information

Appropriations Limit

The California Revenue and Taxation Code, Section 2227, mandates the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2011, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2011-2012. Enclosure I provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2011-2012 appropriations limit. Enclosure II provides city and unincorporated county population percentage changes, and Enclosure IIA provides county's and incorporated area's summed population percentage changes. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. Consult the Revenue and Taxation Code, Section 2228 for further information regarding the appropriation limit. You can access the Code from the following website: "<http://www.leginfo.ca.gov/calaw.html>" check box: "Revenue and Taxation Code" and enter 2228 for the search term to learn more about the various population change factors available to special districts to calculate their appropriations limit. Article XIII B, Section 9(C), of the State Constitution exempts certain special districts from the appropriations limit calculation mandate. Consult the following website: "http://www.leginfo.ca.gov/.const/.article_13B" for additional information. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this issue should be referred to their respective county for clarification, or to their legal representation, or to the law itself. No State agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. The Federal 2010 Census population counts for cities and counties have been certified to the State Controller's Office. Revenue and Taxation Code Section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2011.**

Please Note: The population estimates provided in this report incorporate 2010 Census numbers as benchmarks. Therefore, the population estimates for 2010 and 2011 published in this report for your jurisdiction may be noticeably different from the previous year estimates.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost-of-living factor to compute their appropriation limit by a vote of their governing body. The cost-of-living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the 2011-2012 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2011-2012	2.51

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2011-2012 appropriation limit.

2011-2012:

Per Capita Cost of Living Change = 2.51 percent
Population Change = 0.77 percent

Per Capita Cost of Living converted to a ratio: $\frac{2.51 + 100}{100} = 1.0251$

Population converted to a ratio: $\frac{0.77 + 100}{100} = 1.0077$

Calculation of factor for FY 2011-2012: $1.0251 \times 1.0077 = 1.0330$

Enclosure II
Annual Percent Change in Population Minus Exclusions
January 1, 2010 to January 1, 2011 and Total Population, January 1, 2011

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total Population</u>
	2010-2011	1-1-10	1-1-11	1-1-2011
Kern				
Arvin	1.30	19,345	19,596	19,596
Bakersfield	1.27	346,953	351,369	351,443
California City	0.37	11,557	11,600	12,858
Delano	0.49	42,463	42,673	53,155
Maricopa	0.35	1,157	1,161	1,161
McFarland	0.36	11,535	11,576	12,739
Ridgecrest	1.43	26,728	27,109	27,768
Shafter	2.05	16,450	16,787	17,283
Taft	0.48	6,523	6,554	9,321
Tehachapi	2.94	8,565	8,817	14,523
Wasco	1.02	19,696	19,897	25,781
Unincorporated	1.86	293,421	298,868	301,255
County Total	1.44	804,393	816,007	846,883

(*) Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

<p>SUBJECT:</p> <p>Grant Application for a United States Department of Justice, Byrne Justice Assistance Grant.</p>
<p>PRESENTED BY:</p> <p style="text-align: center;">Ron Strand, Chief of Police</p>
<p>SUMMARY:</p> <p>The United States Department of Justice, Edward Byrne Memorial Justice Assistance Grant Program has allocated one-time grant funding to the City of Ridgecrest Police Department in the amount of \$13,303 to purchase police equipment products over a period of four years. The grant period begins July 2011 and ends in June 2015. The Police Department plans to use these funds to purchase tactical ballistic vests for our Warrant Service Team. Each new vest is estimated to cost \$1888.38, allowing a purchase of seven vests.</p>
<p>FISCAL IMPACT:</p> <p>Approximate revenue to the city in the amount of \$13,303</p> <p>ALLOTMENT GRANT- NO MATCHING REQUIRED</p> <p>Reviewed by Administrative Services Director</p>
<p>ACTION REQUESTED:</p> <p>Approve A Resolution Authorizing A Grant Application For The United States Department Of Justice, Byrne Justice Assistance Grant</p>
<p>CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:</p> <p>Action as requested: Approve A Resolution Authorizing A Grant Application For The United States Department Of Justice, Byrne Justice Assistance Grant</p>

Submitted by: RON STRAND

Action Date: July 6, 2011

(Rev. 2-14-07)

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RESOLUTION NO. 11-

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL
AUTHORIZING THE APPLICATION FOR AND
ACCEPTANCE OF THE UNITED STATES DEPARTMENT
OF JUSTICE, BYRNE PROGRAM GRANT.**

WHEREAS, the United States Department of Justice is offering grants under the Edward Byrne Memorial Justice Assistance Grant Program for police equipment, and;

WHEREAS, this grant has allocated \$13,303 to the City of Ridgecrest Police Department for police equipment, and;

WHEREAS, this grant will fund expenditures relating to the purchase seven tactical ballistic vests in FY12, and;

WHEREAS, this grant covers a four-year operational period from July 2011 through June 2015, and;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Ridgecrest authorizes the City Manager, or his designee, to apply for this grant with the United States Department of Justice Edward Byrne Justice Assistance Grant Program, and to approve, sign and execute any and all documents relating to the grant award, including amendments, and;

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

BE IT FURTHER RESOLVED, that the City Council authorizes the Finance Director to increase the FY12 budget revenue and expenditures in the amount of this grant, and;

BE IT FURTHER RESOLVED, that this resolution shall remain in full force and effect until a resolution of the City Council is adopted amending or rescinding this resolution,

APPROVED AND ADOPTED THIS 6th day of July, 2011, by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Ron Carter, Mayor

Rachel Ford, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Approval Of A Joint Resolution Of The Ridgecrest City Council And The Ridgecrest Redevelopment Agency Authorizing The City Manager To Sign A Notice Of Completion For The Photovoltaic Solar Energy Field And Authorizing The City Clerk To File The Notice Of Completion With The County Clerk For Recording And Authorizing Release Of Retained Funds In The Amount Of \$94,794.60 To Trane Inc. For The Construction Of The City's Photovoltaic Solar Energy Field After Recordation Of The Notice Of Completion

PRESENTED BY:

Craig Bradley

SUMMARY:

Trane, Inc organization has completed construction and improvements of the City's Photovoltaic Solar Energy Field. The facility is now operating at full capacity, at or above the predicted performance levels. CSI payments are also now coming in regularly reflecting the PBI award; furthermore, energy usage at the Civic Center is being offset and net-metered on a daily basis. The project is still undergoing and MIS has performed in-house improvements related to facility security, however all contractual agreements with general and sub-contractors have been fulfilled.

Per the contract agreement, Trane, Inc. will provide shared relief in the form of monetary pay-back if the project is completed under budget. This project has been completed under budget and Trane will be delivering this pay-back in the form of a check presented to Council at an upcoming regular meeting.

With the completion of this phase of the project, staff is requesting authorization for the City Manager to sign and the City Clerk to file for recordation a Notice of Completion and authorization for finance to release retained project funds in the amount of \$94,794.60.

FISCAL IMPACT:

\$94,794.60 – Ridgecrest Redevelopment Agency Funds

ACTION REQUESTED:

Approve the Resolution presented to Council.

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested: Motion To Approve A Joint Resolution Of The Ridgecrest City Council And The Ridgecrest Redevelopment Agency Authorizing The City Manager To Sign A Notice Of Completion For The Photovoltaic Solar Energy Field And Authorizing The City Clerk To File The Notice Of Completion With The County Clerk For Recording And Authorizing Release Of Retained Funds In The Amount Of \$94,794.60 To Trane Inc. For The Construction Of The City's Photovoltaic Solar Energy Field After Recordation Of The Notice Of Completion

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RESOLUTION NO. 11-

A JOINT RESOLUTION OF THE RIDGECREST CITY COUNCIL AND THE RIDGECREST REDEVELOPMENT AGENCY AUTHORIZING THE CITY MANAGER TO SIGN A NOTICE OF COMPLETION FOR THE PHOTOVOLTAIC SOLAR ENERGY FIELD AND AUTHORIZING THE CITY CLERK TO FILE THE NOTICE OF COMPLETION WITH THE COUNTY CLERK FOR RECORDING AND AUTHORIZING RELEASE OF RETAINED FUNDS IN THE AMOUNT OF \$94,794.60 TO TRANE INC. FOR THE CONSTRUCTION OF THE CITY'S PHOTOVOLTAIC SOLAR ENERGY FIELD AFTER RECORDATION OF THE NOTICE OF COMPLETION

WHEREAS, the Trane organization has completed improvements to, and construction of, the City's Solar Facility; and

WHEREAS, the Solar facility is operating at full capacity, at or above predicted performance levels; and

WHEREAS, retained funds to date in the amount of \$94,794.60 (5%) of the final construction cost may be withheld until 40 days after recordation of a Notice of Completion; and

WHEREAS, authorization to file a notice of completion is hereby requested; and

WHEREAS, Staff is requesting authorization to release the retained funds in the amount of \$94,794.60 after the recordation of the notice of completion AND providing no claims have been filed against said retained funds,

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Ridgecrest hereby authorizes the City Manager to sign, issue, and file a formal Notice of Completion with the County of Kern for construction of this Solar Facility,

BE IT FURTHER RESOLVED the City Council of the City of Ridgecrest and the Ridgecrest Redevelopment Agency hereby authorizes Staff to release the retained funds in the amount of \$94,794.60 after recordation of the notice of completion providing no claims have been filed against said retained funds.

ADOPTED, AND APPROVED, this 6th day of July 2011, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ronald H. Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

A resolution to approve a Professional Services Agreement with, RBF Consulting for Engineering Services for the design of traffic signals at the intersection of China Lake Boulevard and Upjohn Avenue and authorize the City Manager to execute this agreement.

PRESENTED BY:

Dennis Speer, Director Public Works

SUMMARY:

The City of Ridgecrest requires the services of an engineering consulting firm to provide design engineering services for the traffic signal improvements at the China Lake Boulevard and Upjohn Avenue intersection. The firm, RBF Consulting, was selected to perform these design engineering services. These services include environmental compliance, traffic signal design, signal interconnection design, ADA ramps, engineers cost estimate, plans, and specifications.

The China Lake Boulevard and Upjohn Avenue Signal Project was on the list of TAB projects but has successfully received a federal Highway Safety Improvement Program, (HSIP), grant. The total received in HSIP grant money is \$361,900. The local match is \$40,300.00 and will be funded from the TAB funds.

The City solicited Requests for Qualifications, (RFQ's) in preparation for the TAB projects. Seventeen firms responded to the request for Traffic Signal and Street Intersection design services. A selection committee reviewed the RFQ's and interviewed the top four ranked firms and selected RBF Consulting as the number one ranked firm for the TAB projects. Requests for Proposals were also solicited of the top three interviewed firms and RBF Consulting was able to negotiate a scope of work and fee successfully.

Staff recommends that the City Council approve the subject professional services agreement and authorize the City Manager, Kurt Wilson, to execute the agreement with the top ranked engineering firm of RBF Consulting.

FISCAL IMPACT: \$40,300.00.

Federal HSIP Grant

Reviewed by Finance Director:

ACTION REQUESTED:

Adopt the resolution that approves the Professional Services Agreement with the consulting firm RBF Consulting and authorizes the City Manager, Kurt Wilson to execute this agreement.

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Dennis Speer

Action Date: July 6, 2011

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RESOLUTION NO. 11-

A Resolution to approve a professional services agreement with, RBF Consulting for design engineering services for the traffic signal project at the intersection of China Lake Boulevard and Upjohn Avenue and authorize the City Manager to execute this agreement.

WHEREAS, The City of Ridgecrest requires the services of an engineering firm to provide preparation and provision of environmental compliance, traffic signal design, signal interconnection design, ADA ramps, engineers cost estimate, plans, and specifications; and

WHEREAS, the City solicited Requests for Qualifications, (RFQ's), from qualified consulting firms to perform the subject professional services; and

WHEREAS, seventeen firms submitted qualifications and all were received, reviewed and graded; and

WHEREAS, the selection committee reviewed and analyzed the top four RFQ's; and

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

WHEREAS, the selection committee selected RBF Consulting as the consultant best qualified to provide this service;

WHEREAS, the city was successful in receiving an award of a Federal Highway Safety Improvement Program grant in the amount of \$361,900.00 in which the local match requirement will be \$40,300.00 from the TAB project funds.

NOW, THEREFORE, BE IT RESOLVED that the City of Ridgecrest hereby approves the Professional Services Agreement with the consulting firm RBF Consulting and authorizes the City Manager to execute this agreement.

APPROVED AND ADOPTED this 6th day of July 2011 by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Ronald H. Carter, Mayor

ATTEST:

Rachel Ford, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

A resolution to approve a Professional Services Agreement with, RBF Consulting for engineering services for intersection design, drainage improvement design and traffic signal synchronization for China Lake Boulevard and Upjohn Avenue intersection and authorize the City Manager to execute this agreement.

PRESENTED BY:

Dennis Speer, Public Works Director

SUMMARY:

The City of Ridgecrest requires engineering services for intersection design, drainage improvement design and traffic signal synchronization for the China Lake Boulevard and Upjohn Avenue intersection. The firm, RBF Consulting, was selected to perform these design engineering services. These engineering services include surveying, soils testing, intersection and drainage improvement design, traffic volume studies, traffic signal timing coordination, engineers cost estimate, plans and specifications.

The China Lake Boulevard and Upjohn Ave. intersection improvements are necessary due to the signalization of the intersection. Once the intersection is signalized posted speed limits of 35 miles per hour should be attainable through the intersection. The current cross gutter, nuisance water attenuation, and street pavement condition require improvements to accommodate a safe drive-able intersection for vehicles passing at posted speed limit and for emergency vehicle passage.

Additionally, traffic volume studies must be performed at each city intersection along China Lake Blvd. in order to design the signal timing of all of the city traffic signals along the route. Caltrans will also be involved with an attempt to tie the city traffic signal synchronization into the Caltrans system.

The City solicited Requests for Qualifications, (RFQ's), in preparation for the TAB projects. Seventeen firms responded to the request for Traffic Signal and Intersection Improvement services. A selection committee reviewed the RFQ's, interviewed the top four ranked firms and selected RBF Consulting as the number one ranked firm for the TAB projects. Requests for Proposals were also solicited from the top three ranked firms. RBF Consulting was successful in negotiating a scope of work and fee for the project.

Staff recommends that the City Council approve the subject professional services agreement and authorize the City Manager, Kurt Wilson, to execute the agreements with the top ranked engineering firm of RBF Consulting.

FISCAL IMPACT: \$134,170.00 TAB funds

Reviewed by Finance Director:

ACTION REQUESTED:

Adopt the resolution that approves the Professional Services Agreement with the consulting firm RBF Consulting and authorizes the City Manager, Kurt Wilson to execute this agreement.

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Dennis Speer
(Rev. 6/12/09)

Action Date: July 6, 2012

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RESOLUTION NO. 11-

A Resolution to approve a Professional Services Agreement with, RBF Consulting for engineering services for the design of intersection and drainage improvements and traffic signal synchronization for China Lake Boulevard and Upjohn Avenue intersection and authorize the City Manager to execute this agreement.

WHEREAS, The City of Ridgecrest requires the services of an engineering firm to provide preparation and provision of surveying, soils testing, intersection and drainage improvement design, traffic signal timing and coordination; engineers cost estimate, plans and specifications; and

WHEREAS, the City solicited Requests for Qualifications, (RFQ's), from qualified consulting firms to perform the subject professional services; and

WHEREAS, seventeen firms submitted qualifications and all were received, reviewed and graded; and

WHEREAS, the selection committee reviewed and analyzed the top four RFQ's; and

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

WHEREAS, the selection committee selected RBF Consulting as the consultant best qualified to provide this service;

WHEREAS, Requests for Proposals were solicited from the top three ranked firms and RBF Consulting was successful in negotiating a scope of work and a time and materials fee with an amount not to exceed of \$134,710.

WHEREAS, \$134,710 will be allocated from the TAB Project Funds.

NOW, THEREFORE, BE IT RESOLVED that the City of Ridgecrest hereby approves the Professional Services Agreement with the consulting firm RBF Consulting and authorizes the City Manager to execute this agreement.

APPROVED AND ADOPTED this 6th day of July 2011 by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Ronald Carter, Mayor

ATTEST:

Rachel Ford, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY/FINANCING AUTHORITY AGENDA ITEM

SUBJECT:

Approval Of A Resolution Accepting A Proposal To Manage The Solid Waste And Recycling Procurement Between The City Of Ridgecrest And HF&H Consultants, Inc. And Authorizing The City Manager To Sign The Agreement

PRESENTED BY:

Kurt Wilson – City Manager

SUMMARY:

The City of Ridgecrest thru its consultant has written and will soon be issuing a request for proposals for the curbside collection of solid waste and recyclables within the community. Proposals will be submitted to the City Clerk's Office, however due to current staffing levels it is necessary to contract the remaining processes of interviewing, analyzing, and scoring the proposals to an outside agency that has the experience and skills crucial to performing these tasks at an unbiased and analytical level within the timeframe required.

The resolution presented to Council authorizes the City Manager to sign a contract for services with HF&H Consultants, Inc to perform all aspects of the procurement process once the deadline for proposals has been reached.

HF&H proposes to perform the scope of services described above on a time-and-materials basis, not-to-exceed \$110,000; however it is common for clients to be reimbursed for these costs by the winning contractor. As such, the RFP prepared in the previous scope of work contains a requirement for the City to be reimbursed by the selected contractor for the full amount of this and the prior contract.

Staff recommendation is to approve the resolution and authorize the City Manager to sign the agreement.

FISCAL IMPACT:

Contract Agreement For Services In The Amount Of \$110,000 To Be Reimbursed By The Winning Contractor.

Reviewed by Finance Director

ACTION REQUESTED:

Approve A Resolution Accepting A Proposal To Manage The Solid Waste And Recycling Procurement Between The City Of Ridgecrest And HF&H Consultants, Inc. And Authorizing The City Manager To Sign The Agreement

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action As Requested: Approve The Resolution Accepting A Proposal To Manage The Solid Waste And Recycling Procurement Between The City Of Ridgecrest And HF&H Consultants, Inc. And Authorizing The City Manager To Sign The Agreement

Submitted by: Kurt Wilson
(Rev. 6/12/09)

Action Date: July 6, 2011

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RESOLUTION NO. 11-XX

A RESOLUTION ACCEPTING A PROPOSAL TO MANAGE THE SOLID WASTE AND RECYCLING PROCUREMENT BETWEEN THE CITY OF RIDGECREST AND HF&H CONSULTANTS, INC. AND AUTHORIZING THE CITY MANAGER TO SIGN THE AGREEMENT

WHEREAS, The City of Ridgecrest Franchise agreement for curbside collection of solid waste and recycling will expire on September 2, 2011, and;

WHEREAS, a Request for Proposals has been prepared for circulation, and;

WHEREAS, Staff is in need of assistance with the processing of bids received, and

WHEREAS, the professional firm of HF&H Consulting, Inc. has submitted a proposal to fulfill the administrative services necessary to complete the procurement process for a franchise.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. That the agreement for professional services between the City of Ridgecrest and HF&H Consulting, Inc., a copy of which is attached hereto (Exhibit "A") and incorporated herein by this reference, is hereby approved.
2. That the City Manager be and is hereby authorized and directed to execute the agreement for and on behalf of the city of Ridgecrest.

APPROVED AND ADOPTED this 6th day of July 2011 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Ronald H. Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

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www.hfh-consultants.com

Robert D. Hilton, CMC
John W. Farnkopf, PE
Laith B. Ezzet, CMC
Richard J. Simonson, CMC
Marva M. Sheehan, CPA

June 30, 2011

Mr. Kurt Wilson
City Manager
City of Ridgecrest
100 West California Avenue
Ridgecrest, CA 93555

Subject: Proposal to Manage the Solid Waste and Recycling Procurement for the City of Ridgecrest

Dear Mr. Wilson,

HF&H Consultants, LLC (HF&H) is pleased to provide you with this proposal to assist the City of Ridgecrest (City) with the management of its procurement process to select a solid waste and recycling services franchisee. This proposal letter provides you with our proposed scope of services, staffing, and an estimate of the cost for us to perform the scope of services.

APPROACH AND SCOPE OF SERVICES

HF&H has completed the scope of work for our current contract with the City to prepare the Request for Proposals (RFP) and franchise documents required for this procurement process.

HF&H will manage the solid waste and recycling franchise procurement process in a manner that: 1) protects the City's interests and advocates for the City's objectives in this process; 2) ensures a fair, objective, and transparent review of the proposals received; and, 3) conforms to the short process schedule that the City has for engaging a franchisee.

The tasks described in this section will comprise the scope of services for this work. HF&H has prepared this scope of services based on the City's expressed objectives of selecting a contractor to provide solid waste and recycling services and implementing those services effective January 1, 2012. This scope of work covers the management of the pre-proposal process, the evaluation of the proposals received, presentation of results to the City Council, and negotiation of a final agreement with the selected franchisee.

Phase 1 – Manage Pre-Proposal Process

HF&H will work with the City Manager and other City staff as needed to manage the process of issuing the RFP documents and coordinating the City's responses to questions and concerns raised by potential proposers. This phase includes the following tasks:

1. Posting the RFP documents on HF&H's website for download by prospective bidders and managing the posting and issuance of notices for any subsequent addenda;

Mr. Kurt Wilson

June 30, 2011

Page 2 of 5

2. Distributing a notice of the availability of the RFP to potential interested parties including all haulers currently providing service in Kern County as well as to state level solid waste and recycling organizations like the California Refuse Recycling Council and the California Resource Recovery Association;
3. Facilitating the pre-proposal meeting to be held in the City including preparation of a presentation for the potential proposers and facilitating a question and answer period;
4. Meeting with members of the City Council on the day of or day after the pre-proposal meeting, if desired, on a one-on-one basis to discuss the RFP process, their objectives, and any questions they may have; and,
5. Coordinating responses to questions received from potential proposers with the City Manager through the use of the RFP addenda that will be distributed by email to all interested parties and posted on the website.

Phase 2 – Evaluate Proposals Received

Once proposals are received, HF&H will manage the process of evaluating those proposals following the process described in the RFP. While HF&H can perform the majority of the tasks in this phase independently, some assistance from the City Attorney and City Risk Manager will be necessary in: 1) performing litigation history and background checks on proposers; and, 2) in evaluating the exceptions taken to the proposed franchise agreement. This phase includes the following tasks:

1. Reviewing proposals to ensure that they are fully responsive and consistent with the requirements described in the RFP;
2. Conducting reference checks of proposers with their local government/franchise customers;
3. Evaluating the technical merits of the proposals to establish the reasonableness of the proposers plans for providing service and the effectiveness of that proposal in meeting the City's objectives;
4. Evaluating the cost and rate proposals received to ensure that the proposals are reasonable and to determine the relative economic benefits to the City from each proposal received;
5. Evaluating the exceptions taken by proposers to the proposed franchise agreement document, working in cooperation with the City Attorney, City Risk Manager, and City Manager;
6. Compiling, organizing, and issuing requests for clarification to proposers for any items that were unclear, incomplete, or otherwise requiring further information;
7. Facilitating a meeting of the evaluation panel and proposer interviews, which are to be held over the course of no more than two days in the City;

Mr. Kurt Wilson

June 30, 2011

Page 3 of 5

8. Facilitating one additional meeting of the evaluation panel via conference call to finalize the panel's recommendations;
9. Documenting the proposal evaluation in a PowerPoint format presentation, which HF&H will revise (once based on comments received by the City Manager); and,
10. Presenting the proposal evaluation to the City Council and public over the course of no more than two meetings with the goal of the City Council selecting a proposer with whom to negotiate a final agreement.

Phase 3 – Negotiate Final Agreement with Selected Proposer

Following the selection of a preferred proposer by the City Council, HF&H will work closely with the City Risk Manager and City Attorney to negotiate any outstanding issues and finalize the franchise agreement for execution. This phase includes the following tasks:

1. Facilitating a series of two to four negotiating meetings with the City and the selected proposer, relying on teleconferencing when practical to minimize the cost to the City;
2. Conducting additional benchmarking and other analyses required to support the negotiations process and to determine the reasonableness and appropriateness of the requests of the selected proposer;
3. Finalizing the franchise agreement document based on the results of negotiations, and with the assistance of the City Attorney and City Manager, for execution by the City and proposer;
4. Documenting the results of the negotiations process in a PowerPoint style presentation or staff report for the benefit of the City Council and public;
5. Presenting the final negotiated agreement to the City Council for approval; and,
6. Assisting the City Attorney with getting the agreements fully executed by both parties including all required attachments, exhibits, forms, and other information needed.

FEE ESTIMATE

HF&H proposes to perform the scope of services described above on a time-and-materials basis, not-to-exceed \$110,000. The attached fee estimate (Attachment 1) demonstrates the staffing, hourly billing rates, hours, and total costs for performing the scope of services. Our standard billing rates and arrangements are presented in Attachment 2, Statement of Qualifications.

Due to the dynamic nature of these types of projects, this estimate may be greater or less than what is needed to perform the project. In the event that this budget is more than is required to perform the work, HF&H will bill the City the lesser amount. If it appears that more hours or expenses will be

Mr. Kurt Wilson
June 30, 2011
Page 4 of 5

required than have been estimated here due to circumstances beyond HF&H's control (e.g., direction from City Council to negotiate with more than one proposer), HF&H will work with the City to determine the appropriate way to meet that need. In no case will we bill the City more than this amount without receiving prior written authorization.

Should the City determine that additional services are necessary beyond this scope of work, HF&H would be willing to perform those services on a time-and-materials basis at the hourly rates presented in the attached fee estimate.

It is most common for our clients to be reimbursed for these costs by the winning contractor. As such, the RFP prepared in the previous scope of work contains a requirement for the City to be reimbursed by the selected contractor for the full amount of this and the prior contract (\$140,000).

SCHEDULE

In order to have a new contractor in place by January 1, 2012, HF&H will manage this project in conformance with the schedule of events presented in the RFP document. Phase 1, managing the pre-proposal process, will be performed during July 2011. Phase 2, evaluate proposals, will be performed during August and September of 2011. Phase 3, negotiate final agreement with selected contractor, will be performed during October of 2011 with a November 1 target date for the execution of the franchise agreements. This allows a 60 day implementation by the selected contractor for services to commence January 1, 2012.

STAFFING

In order to ensure consistency with the previous work HF&H has done for the City in preparing the RFP documents, we will maintain the same staffing for this project.

I will be HF&H's engagement director for this project. I am the President and a founding partner of HF&H and a Certified Management Consultant. I have 35 years of local government experience, 25 of which have been as a consultant to local governments, first with Price Waterhouse and for the past 20 years with HF&H. I have assisted more than 100 municipalities in the competitive procurement and negotiation of solid waste service agreements.

HF&H's engagement manager for this project will be Rob Hilton, a Senior Project Manager with HF&H. Mr. Hilton has nearly ten years of experience in the recycling and solid waste industry and is intimately familiar with the solid waste system in Kern County generally, having recently completed a project with the County to develop a countywide solid waste and recycling system plan. Rob has managed competitive procurements for solid waste services for several Central Valley jurisdictions including the Cities of Fresno and Los Banos and Stanislaus County.

This project management team will be assisted, as necessary, by other qualified staff working under our direct supervision.

Mr. Kurt Wilson
June 30, 2011
Page 5 of 5

* * * * *

HF&H appreciates this opportunity to be of service to the City and we look forward to starting work as soon as we receive your authorization to proceed.

Very truly yours,
HF&H Consultants, LLC



Robert D. Hilton, CMC
President

Accepted on behalf of the City of Ridgecrest
this ____ day of July, 2011

Kurt Wilson
City Manager

Attachments:

1. Fee Estimate
2. Billing Rates & Arrangements

CC: Rob Hilton – HF&H Consultants
Kim Erwin – HF&H Consultants

Attachment 1 - Fee Estimate

City of Ridgecrest Solid Waste Contractor Procurement	Bob Hilton	Rob Hilton	Sima Mostafaei	Marisa Gan	Admin	Labor	Labor	Expense	Total
	\$ 245	\$ 195	\$ 155	\$ 125	\$ 90	Hours	\$	\$	\$
Phase 1 - Manage Pre-Proposal Process									
1.1 - Posting RFP and Franchise Documents to Website	1	4	0	0	4	9	\$ 1,385	\$ -	\$ 1,385
1.2 - Distributing RFP Documents to Interested Parties	0	8	0	8	0	16	\$ 2,560	\$ -	\$ 2,560
1.3 - Facilitate Pre-Proposal Meeting	2	16	0	2	2	22	\$ 4,040	\$ 600	\$ 4,640
1.4 - Meeting with City Council Members	6	6	0	0	0	12	\$ 2,640	\$ -	\$ 2,640
1.5 - Respond to Pre-Proposal Questions	8	40	8	16	8	80	\$ 13,720	\$ -	\$ 13,720
Subtotal Phase 1	17	74	8	26	14	139	\$ 24,345	\$ 600	\$ 24,945
Phase 2 - Evaluate Proposals									
2.1 - Review Proposals for Responsiveness	0	6	1	8	6	21	\$ 2,865	\$ -	\$ 2,865
2.2 - Conduct Reference/Background Checks	0	6	0	0	20	26	\$ 2,970	\$ -	\$ 2,970
2.3 - Evaluate Technical Proposals	4	18	0	32	0	54	\$ 8,490	\$ -	\$ 8,490
2.4 - Evaluate Cost and Rate Proposals	4	16	20	0	0	40	\$ 7,200	\$ -	\$ 7,200
2.5 - Evaluate Agreement Exceptions	4	4	0	0	0	8	\$ 1,760	\$ -	\$ 1,760
2.6 - Issue & Review Proposal Clarifications	2	8	6	6	2	24	\$ 3,910	\$ -	\$ 3,910
2.7 - Facilitate Interviews & Evaluation Panel (2 Days)	0	16	0	0	4	20	\$ 3,480	\$ 600	\$ 4,080
2.8 - Facilitate Evaluation Panel Conference Call	2	4	0	0	0	6	\$ 1,270	\$ -	\$ 1,270
2.9 - Document Proposal Evaluation in PowerPoint	4	6	12	12	6	40	\$ 6,050	\$ -	\$ 6,050
2.10 - Present Proposal Evaluation to Council (2 Meetings)	24	24	0	0	0	48	\$ 10,560	\$ 1,200	\$ 11,760
Subtotal Phase 2	44	108	39	58	38	287	\$ 48,555	\$ 1,800	\$ 50,355
Phase 3 - Negotiate Final Agreement with Selected Contractor									
3.1 - Facilitate Negotiations Meetings	20	30	0	0	0	50	\$ 10,750	\$ 1,200	\$ 11,950
3.2 - Meeting Follow-up, Benchmarking, Analysis	4	12	6	6	4	32	\$ 5,360	\$ -	\$ 5,360
3.3 - Finalize Agreement Documents for Execution	4	16	6	6	8	40	\$ 6,500	\$ -	\$ 6,500
3.4 - Document Negotiations in PowerPoint/Staff Report	2	8	0	4	4	18	\$ 2,910	\$ -	\$ 2,910
3.6 - Present Results & Recommendation to Council	12	16	0	0	4	32	\$ 6,420	\$ 600	\$ 7,020
3.7 - Assist City Attorney with Final Execution Tasks	0	4	0	0	2	6	\$ 960	\$ -	\$ 960
Subtotal Phase 3	42	86	12	16	22	178	\$ 32,900	\$ 1,800	\$ 34,700
Grand TOTAL	103	268	59	100	74	604	\$ 105,800	\$ 4,200	\$ 110,000

Attachment 2: HF&H Standard Hourly Rates and Billing Arrangements¹

(Effective January 1, 2011)

Professional Fees

Hourly rates for professional and administrative personnel are as follows:

<u>Position</u>	<u>Rate</u>
President	\$245
Senior Vice President & Vice President	\$210 - \$245
Senior Project Manager	\$195 - \$225
Senior Associate/Project Manager	\$170 - \$195
Associate Analyst	\$125 - \$165
Assistant Analyst	\$100 - \$105
Administrative Staff	\$90

Direct Expenses

Standard charges for common direct expenses are as follows:

Automobile Travel	Prevailing IRS mileage rate
Document Reproduction	15 cents per page (black & white) 75 cents per page (color)
Facsimile	No charge
Telephone	No charge
Public Conveyances	Actual
Postage	Actual
Overnight Mail and Couriers	Actual

¹ Litigation Support and Expert Witness Services are not covered by this schedule of fees and expenses.

HF&H CONSULTANTS, LLC

STANDARD HOURLY RATES AND BILLING ARRANGEMENTS¹ (Effective January 1, 2011)

Billing Policies

Our policy is to bill for our services and direct expenses based on the standard hourly rates of the staff member assigned, multiplied by the time required to perform the client-related tasks, plus the subcontractor services as described above. In implementing this policy we adhere to the following practices:

- It is our standard practice to e-mail invoices to our clients, although hard copies of invoices can be sent to clients on request.
- We round to the nearest one-half hour (e.g., if two hours and 50 minutes are spent on a task, it is recorded as three hours, if two hours and 10 minutes are spent on a task, it is recorded as two hours). A minimum charge of one-half hour is charged for any client work performed in a day.
- We attempt to schedule travel time before and after normal work hours and we do not bill for this time. If travel occurs during normal work hours and we can use public conveyances, we attempt to use the time productively for the benefit of the client or for another client and this time is billed to the appropriate client. If we must travel during business hours and cannot use the time productively or use a public conveyance, we bill the time to the client on whose behalf we are traveling.
- Because public meetings (e.g., Board of Supervisors, City Council, and Board of Directors meetings) generally occur after business hours and are not conducted in accordance with strict schedules, our standard policy is to bill a minimum two-hour charge.
- We do not mark up out-of-pocket expenses, however, we may charge administrative or professional time related to the provision of the goods and services associated with these charges. Costs for outside consultants and subcontractors are billed at actual cost plus a 15 percent administrative fee.
- Mileage fees are based on the round-trip distance from the point of origin.
- If a client's change to a previously scheduled meeting results in penalties being assessed by a third party (e.g., airline cancellation fee), then the client will bear the cost of these penalties.

While no minimum fee for a consulting engagement has been established, it is unlikely (given the nature of our services) that we can gain an understanding of a client's particular requirement, identify alternatives, and recommend a solution in less than twenty-four hours.

HF&H CONSULTANTS, LLC

STANDARD HOURLY RATES AND BILLING ARRANGEMENTS¹ (Effective January 1, 2011)

Insurance

We maintain the following policies of insurance with carriers doing business in California:

- Comprehensive General Liability Insurance (\$2,000,000)
- Workers' Compensation (\$1,000,000)
- Professional Liability Insurance (\$2,000,000)
- Hired and Non-Owned Auto Liability (\$2,000,000)

All costs incurred in complying with special insurance, licensing, or permit requirements, including but not limited to naming client as an additional insured and waiver of subrogation, become the responsibility of the client and are not included in the fees for services or direct charges but are billed in addition to the contract at cost, plus any professional or administrative fees.

Invoices and Payment for Services

Our time reporting and billing system has certain standard formats that are designed to provide our clients with a detailed invoice of the time and charges associated with their engagement. (We typically discuss these with our clients at our kick-off meeting.) We are also pleased to provide our clients with a custom invoice format but we will have to bill the client for any additional costs associated with their unique requirements.

Billings for professional services and charges are submitted every month, in order that our clients can more closely monitor our services. A late fee of one and one-half percent per month is applied to balances unpaid after thirty (30) days.

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

A Resolution of the Ridgecrest City Council establishing a Septic tank waste dumping fee.

PRESENTED BY:

Dennis Speer, Public Works Director

SUMMARY:

The Wastewater Division, as part of the ongoing cost allocation review, conducted a cost of service analysis for septage dumpers that utilize the City of Ridgecrest Wastewater Treatment Facilities (WWTF) for the disposal of waste generated from Septic Tanks.

The prevailing rates charged to septage haulers in the San Joaquin Valley and the areas surrounding the Indian Wells Valley range from \$0.081 to 0.101 cents per gallon. Many Wastewater Treatment Facilities will not accept Septic Tank Waste. Exhibit "A" provides a listing of representative WWTF rates.

The City of Ridgecrest currently charges \$10.00 per load which can range from 1,000 gallons to 2,500 per septic dump.

Due to the higher treatment costs related to the high strength wastes associated with septage (High BOD, Grease, Sulfides, and TSS), the shock load placed on the equipment, and the man power needed to monitor the septic dumps, along with the increased regulatory requirements promulgated by the State of California, the City needs to adjust the current fee for this service.

There are currently two (2) licensed dumpers in the City of Ridgecrest. These dumpers are generating, on a three (3) year average, 433,413 gallons of septic waste. Over 95% of the current septic waste stream generated by the septic haulers is coming from outside City limits (Kern County, San Bernardino County & Inyo County).

Pursuant to Section 12-6.12 of the City of Ridgecrest Municipal Code, Staff recommends an increase in the Septic tank waste dumping fee. The proposed fee is \$ 0.10 per gallon of septage delivered to and processed by the City of Ridgecrest WWTF.

FISCAL IMPACT:

Reviewed by Finance Director

ACTION REQUESTED:

Adopt the Resolution which establishes a Septic tank waste dumping fee

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Dennis Speer
(Rev. 6/12/09)

Action Date: July 6, 2011

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RESOLUTION NO. 11-

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL
ADOPTING A SEPTIC TANK WASTE DUMPING FEE.**

WHEREAS, the City of Ridgecrest operates a Wastewater Treatment Facility; and

WHEREAS, the Wastewater Treatment Facility receives Septic tank waste; and

WHEREAS, the current fee for treating this waste no longer covers the cost;

WHEREAS, a proposed fee amount was determined;

WHEREAS, the City Council by resolution may establish the fee amount.

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Ridgecrest, does hereby establish the Septic tank waste dumping fee at \$ 0.10 per gallon .

ADOPTED, AND APPROVED, this 6th day of July, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST

Ronald H. Carter, Mayor

Rachel Ford, City Clerk

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Exhibit 'A'

Representative Septage Disposal Rates

Tulare WWTF - \$ 0.0845 per gallon, will be \$ 0.11 per gallon on July 1, 2011

Visalia WWTF - \$ 0.081 per gallon, expected proposed increase to \$ 0.12 per gallon

Inyokern – not allowed

Tehachapi – not allowed

Cal City – not allowed

Barstow WWTF – not allowed

Victor Valley WRA- \$ 0.105 per gallon

Lancaster WWTF - \$ 0.101 per gallon

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CITY COUNCIL/REDEVELOPMENT AGENCY/FINANCING AUTHORITY AGENDA ITEM

SUBJECT:

Approval Of A Resolution Adopting A New Contract Between The City Of Ridgecrest And The Ridgecrest Area Convention And Visitors Bureau (RACVB)

PRESENTED BY:

Kurt Wilson – City Manager

SUMMARY:

The City of Ridgecrest and the Ridgecrest Area Convention And Visitors Bureau (RACVB) have maintained an ongoing relationship for over 13 year. This relationship benefits the community with an increased sales tax and transient occupancy tax as well as providing beneficial advertising for our community and the businesses that rely on tourism for support.

This agreement continues the existing partnership under the same financial terms as previous agreements.

Staff recommendation is to approve the resolution and adopt the revised agreement.

FISCAL IMPACT:

Budget allocation approved for Fiscal Year 2011-12 in the amount of \$125,000.00

Reviewed by Finance Director

ACTION REQUESTED:

None

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Submitted by: Kurt Wilson

Action Date: July 6, 2011

(Rev. 6/12/09)

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RESOLUTION NO. 11-XX

A RESOLUTION OF THE RIDGECREST CITY COUNCIL AUTHORIZING THE CITY MANAGER TO SIGN THE 2011-2012 AGREEMENT BETWEEN THE CITY OF RIDGECREST AND THE RIDGECREST AREA CONVENTION AND VISITORS BUREAU

WHEREAS, the City Of Ridgecrest desires to advertise, market and promote the Ridgecrest area; and

WHEREAS, the Ridgecrest Area Convention and Visitors Bureau (RACVB) provides these services.

NOW, THEREFORE BE IT RESOLVED that the City Council authorizes the City Manager to sign the 2011-2012 Agreement between the City Of Ridgecrest and the Ridgecrest Area Convention and Visitors Bureau.

BE IT FURTHER RESOLVED that the attached Agreement (Exhibit A) for Advertising, Marketing and Promotional Services between the City Of Ridgecrest and the RACVB is hereby approved.

APPROVED AND ADOPTED this 6th day of July 2011 by the following vote:

AYES:
NAYS:
ABSTAIN:
ABSENT:

Ronald H. Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

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D R A F T

CONSULTANT AGREEMENT

As of _____, 2011, the **City of Ridgecrest**, hereinafter called "City," and the **Ridgecrest Area Convention and Visitors Bureau** (aka "RACVB") hereinafter called "Consultant," agree as follows:

1. Purpose.

Under this Agreement, Consultant shall provide advertising, marketing and promotional services. The parties are separate legal entities; neither is a subsidiary of, nor in control of, the other. Neither party is responsible for acts of the other.

2. Consideration.

The City agrees to compensate Consultant \$122,697 for advertising, marketing and promoting the community to the industries of tourism, commercial film production, and conventions/meeting planning ("industries").

3. Services.

The Consultant shall:

- A. Maintain regular office hours with qualified personnel for the purpose of providing accurate and timely responses to inquiries about the City from people who walk in, phone, fax, write or email.
- B. Attend professional trade shows and conventions designed for the promotion and marketing of the community to industries.
- C. Schedule, purchase and produce advertising in professional publications related to industries.
- D. Produce "Direct Mail" campaigns to industries, designed to introduce and/or enhance the position of the community.
- E. Maintain and promote internet websites designed toward attracting, informing and assisting industries.
- F. Maintain toll-free number, 1-800-VISIT-30, as a primary access and response mechanism for industries.
- G. Maintain RACVB owned tourism billboard located 1.1 miles south of the intersection of U. S. Route 395 and South China Lake Blvd., and tourism billboard 1.1 miles north of Brady's Mobil, just north of the intersection of U. S. Route 395 and California State Route 14.
- H. As RACVB budget permits, expand marketing efforts to include additional trade shows, campaigns display advertising, and direct mail, as well as, familiarization tours, direct sales contact to potential clients, and internet advertising.
- I. Provide pertinent information as requested or needed to all professional and consumer contacts made through any form of advertising, marketing or promotion incorporated by RACVB.
- J. Refer any applicable contacts pertaining to other forms of potential economic development to their appropriate organization, i.e., Ridgecrest Community and Economic Development Department, Ridgecrest Chamber of Commerce, Maturango Museum, U.S. Naval Museum of Armament and Technology, etc.
- K. Participate in City meetings that develop policies related to economic development, and other topics that may be relevant to RACVB responsibilities.

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L. Designate the City of Ridgecrest as having regular membership in the RACVB and having a City Council Member, the City Manager, or designee, serve on the RACVB Board of Directors. The person shall serve ex-officio.

M. Provide monthly oral and written reports to the City Manager or designee.

N. Provide Intermittent written updates, as requested by the City Manager or the City Council.

4. Term.

This Agreement is for the City's fiscal years 2011/2012 and 2012/2013. It is the intent of both parties to renegotiate this Agreement prior to the end of fiscal year 2012. Unless terminated, this Agreement shall renew each year.

5. Ownership of Data, Reports, and Documents.

(a) Consultant will provide written, quarterly performance reports to the City indicating the status of its community promotion activities, as described above, and its business expansion/retention efforts.

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

6. Subcontracts.

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

7. Independent Contractor.

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

8. Indemnification.

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

9. Insurance.

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

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agents, employees, or volunteers.

(b) Consultant shall provide the following coverages:

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

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

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

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

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

(1) Commercial general liability and automobile liability:

(i) City and its council members, officers, employees, agents and volunteers are added as insureds.

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

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

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

(v) The policies may provide coverage which contains deductible or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to City under such policies. Consultant shall be solely responsible for deductible and/or self-insured retention and City, at its option, may require Consultant to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-insured retentions in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of City.

(vi) Prior to start of work under this Agreement, Consultant shall file with City evidence of insurance as required above from an insurer or insurers certifying to the required coverage. The coverage shall be evidenced on a certificate of insurance signed by an authorized representative of the insurer(s). A copy of certificate shall be filed with the City. Should the required coverage be furnished under more than one policy of insurance, Consultant may submit as many certificates of insurance as needed to provide the required amounts. If the Certificate furnished by Consultant does not adequately verify the required coverage, City has the right to require Consultant to provide copies of the specific

D R A F T

endorsements or policy provisions actually providing the required coverage. The City reserves the right to require certified complete copies of any insurance coverage required by this Agreement, but the receipt of such policy or policies shall not confer responsibility upon the City as to sufficiency of coverage.

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

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

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

10. Miscellaneous.

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

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

City of Ridgecrest	Ridgecrest Area Convention & Visitors Bureau
ATTN: City Manager	ATTN: Executive Director
100 W. California Street	139 Balsam Street, Suite 1700
Ridgecrest, CA 93555	Ridgecrest, CA 93555

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

11. Integration.

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

12. Governing Law.

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

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

APPROVED:

APPROVED:

D R A F T

City of Ridgecrest

**Ridgecrest Area Convention and
Visitors Bureau**

By: _____
Ronald H. Carter, Mayor

By: _____
Doug Lueck, Executive Director

Attest:

By: _____
Rachael J. Ford, City Clerk

Approved as to Form:

By: _____
City Attorney

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CITY COUNCIL/REDEVELOPMENT AGENCY/FINANCING AUTHORITY AGENDA ITEM

SUBJECT:

Approval Of A Resolution Of The Ridgecrest City Council Authorizing The City Manager To Sign A Consulting Services Agreement Between The City Of Ridgecrest And The Ridgecrest Chamber Of Commerce

PRESENTED BY:

Kurt Wilson – City Manager

SUMMARY:

The City of Ridgecrest and the Ridgecrest Chamber Of Commerce (Chamber) have a long and productive relationship where the Chamber provides specified services on behalf of the City. This relationship benefits the community with an increased sales tax and transient occupancy taxes as well as providing beneficial advertising for our community and the businesses that rely on tourism for support. Additionally the Chamber of Commerce is a valuable resource for individuals coming to this community to live and work, and to businesses within the community who utilize these same resources to expand their business profiles.

This agreement continues the existing partnership under the same financial terms as previous agreements.

Staff recommendation is to approve the resolution and adopt the revised agreement.

FISCAL IMPACT:

Budget allocation approved for Fiscal Year 2011-12 in the amount of \$25,000.00

Reviewed by Finance Director

ACTION REQUESTED:

Approve A Resolution Of The Ridgecrest City Council Authorizing The City Manager To Sign A Consulting Services Agreement Between The City Of Ridgecrest And The Ridgecrest Chamber Of Commerce

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested: Motion to Approve A Resolution Of The Ridgecrest City Council Authorizing The City Manager To Sign A Consulting Services Agreement Between The City Of Ridgecrest And The Ridgecrest Chamber Of Commerce

Submitted by: Kurt Wilson

Action Date: July 6, 2011

(Rev. 6/12/09)

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RESOLUTION NO. 11-XX

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL AUTHORIZING
THE CITY MANAGER TO SIGN A CONSULTING SERVICES
AGREEMENT BETWEEN THE CITY OF RIDGECREST AND THE
RIDGECREST CHAMBER OF COMMERCE**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIDGECREST
AS FOLLOWS:**

1. That the Agreement for Advertising and Promotion Services between the City of Ridgecrest and the Ridgecrest Chamber of Commerce, a copy of which is attached hereto (Exhibit "A") and incorporated herein by this reference, is hereby approved.
2. That the City Manager be and is hereby authorized and directed to execute the Agreement for and on behalf of the City of Ridgecrest

APPROVED AND ADOPTED this 6th day of July 2011 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Ronald H. Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

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CONSULTANT AGREEMENT

As of _____, 2011, the **City of Ridgecrest**, hereinafter called "City," and the **Ridgecrest Chamber of Commerce**, hereinafter called "Consultant," agree as follows:

1. Purpose.

Under this Agreement, Consultant shall provide promotional services.

2. Services.

The Consultant shall:

A. Maintain regular office hours with qualified personnel for the purpose of providing accurate and timely responses to inquiries about the City from people who walk in, phone, fax, write or email.

B. Prepare and maintain a Community Calendar available on the Internet and published once per month. The Community Calendar will be open to all public and community organizations.

C. Provide visitor packets and relocation packets at no cost to the requester. An effort will be made to include reference to City businesses of potential interest to the requestor, regardless whether the business is a Chamber member.

D. Compile and maintain pertinent information on community characteristics that may be of value and interest for the retention of existing business, development or expansion of existing and new businesses and disseminate such information through appropriate organizations and agencies. This information is to include, but not be limited to, demographics, City history, community map, and City resources (i.e., economic development, Business Development Center, Ridgecrest Business Park, City recreation facilities, other City facilities).

E. Designate the City of Ridgecrest as having regular membership in the Ridgecrest Chamber of Commerce.

F. Through the Chamber Board, the Ambassadors, and Chamber Committees, bring civic leaders and staff together with business people and citizens at least three times per month. This may be accomplished through Chamber Membership meetings, Business After Hours, Ribbon Cuttings, Open Houses, and seminars.

G. Sponsor the "Business Expo" to give businesses the opportunity to market their products and services to each other and to the community.

H. Sponsor the IWV Economic Outlook Conference, an elected officials forum, and several educational seminars and conferences to assist businesses and citizens stay current with new trends and governmental programs.

I. Develop and maintain a "Business Start Up Kit" and, in cooperation with the Ridgecrest Business Development Center, create a support system for people seeking to create new businesses or expand existing ones.

J. Assist with the promotion of major community events such as the Air Show and Balloon Festival, Maturango Junction and Inter Tribal Pow Wow, Desert Empire Fair, Music Fest, High Desert Mountain Bike Classic, and Community Dinner.

K. Participate in City meetings and activities used to develop policies

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related to business. Assist with the collection of data and ideas on general business topics, such as business plan development, financing, smoking, licensing, graffiti, transportation, signage to inform the City of business concerns.

L. Provide information to membership and community on local, state, and federal legislative issues related to business and serve as a forum for dialogue.

3. Chamber Membership.

Consultant shall designate the City of Ridgecrest as having regular membership in the Chamber and having a City Council Member, the City Manager, or designee, serve on the Chamber board of directors. The person shall serve ex-officio.

4. Consideration.

The City agrees to compensate Consultant \$25,000 for community promotion, advertising, and business development services. The compensation shall be paid in quarterly increments.

5. Term.

This Agreement is for the City's fiscal year 2011-2012. This Agreement may be terminated by either party with thirty days' written notice to the other party. Unless terminated, this Agreement shall renew each year.

6. Ownership of Data, Reports, and Documents.

(a) Consultant will provide written, quarterly performance reports to the City indicating the status of its community promotion activities, as described above, and its business expansion/retention efforts.

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

7. Subcontracts.

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

8. Independent Contractor.

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

9. Indemnification.

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

10. Insurance.

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

(b) Consultant shall provide the following coverages:

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

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

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

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

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

(1) Commercial general liability and automobile liability:

(i) City and its council members, officers, employees, agents and volunteers are added as insureds.

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

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

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

(v) The policies may provide coverage which contains

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deductible or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to City under such policies. Consultant shall be solely responsible for deductible and/or self-insured retention and City, at its option, may require Consultant to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit. The insurance policies that contain deductibles or self-insured retentions in excess of \$25,000 per occurrence shall not be acceptable without the prior approval of City.

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

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

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

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

11. Miscellaneous.

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

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

City of Ridgecrest
ATTN: City Manager
100 W. California Street
Ridgecrest, CA 93555

Ridgecrest Chamber of Commerce
ATTN: President
128 E. California Street
Ridgecrest, CA 93555

DRAFT

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

12. Integration.

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

13. Governing Law.

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

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

APPROVED:
City of Ridgecrest

APPROVED:
Ridgecrest Chamber of Commerce

By: _____
Ronald H. Carter, Mayor

By: _____

[Print Name & Title]

Attest:

By: _____
Rachael J. Ford, City Clerk

Approved as to Form:

By: _____
City Attorney

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM/FINANCING AUTHORITY

SUBJECT: A Resolution Of The Ridgecrest City Council Supporting The "Parade Of 1000 Flags"
PRESENTED BY: Rachel Ford – City Clerk
SUMMARY: The Exchange Club has submitted a special event permit to hold the annual "Parade of 1000 Flags" on September 10, 2011 from 9:00am to 11:00am. The parade will follow the same route as last year thru City streets. Part of the parade route is on State Route 178 and the State of California Department of Transportation requires a resolution by the Council to support this event. Staff recommendation is to approve the temporary closure of State Route 178 to accommodate this event by approving this resolution.
FISCAL IMPACT: None Reviewed by Finance Director
ACTION REQUESTED: Approve A RESOLUTION OF THE RIDGECREST CITY COUNCIL SUPPORTING THE "PARADE OF 1000 FLAGS"
CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION: Action as requested:

Submitted by: Rachel Ford

Action Date: July 6, 2011

(Rev. 6/12/09)

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RESOLUTION NO.11-xx

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL SUPPORTING
THE "PARADE OF 1000 FLAGS"**

WHEREAS, the Exchange Club of Ridgecrest has applied to the State of California through Department of Transportation to conduct the "Parade of 1000 Flags" on state property, and;

WHEREAS, the "Parade of 1000 Flags" will require the temporary closure of State Route 178 on September 10, 2011 from 9:00 a.m. and 11:00 a.m., and;

WHEREAS, there is no other acceptable alternate route for the parade, and;

WHEREAS, the State of California, Department of Transportation requests the City of Ridgecrest be in support of the parade as part of application approval process.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Ridgecrest approves and consents to the proposed "Parade of 1000 Flags" and recommends approval of, and consents to, the proposed closure and/or restriction of State Route 178 upon terms and conditions deemed appropriate and necessary by the State of California, Department of Transportation.

APPROVED AND ADOPTED THIS 6th day of July, 2011, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Ronald H. Carter, Mayor

ATTEST:

Rachel J. Ford, CMC
City Clerk

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Exchange Club of Ridgecrest
109 N. Sanders St.
Ridgecrest, CA 93555
6/16/2011

City of Ridgecrest
100 W. California Ave.
Ridgecrest, CA 93555

Rachel,

Please consider this letter a formal request to place a resolution as soon as possible on the agenda of the Ridgecrest City Council in support of the 2011 Parade of 1,000 Flags. Attached is the resolution the council passed last year in support of this event.

This resolution is required for the Exchange Club of Ridgecrest to obtain an encroachment permit from the California Department of Transportation for parade access to the China Lake Boulevard/Ridgecrest Boulevard intersection.

Sincerely,



Pat Farris
Chair
Parade of 1,000 Flags



Timothy Neipp
Chair
Ridgecrest Remembrance Field

RESOLUTION NO. 10-69

**A RESOLUTION OF THE RIDGECREST CITY COUNCIL SUPPORTING
THE "PARADE OF 1000 FLAGS"**

WHEREAS, the Exchange Club of Ridgecrest has applied to the State of California through Department of Transportation to conduct the "Parade of 1000 Flags" on state property, and;

WHEREAS, the "Parade of 1000 Flags" will require the temporary closure of State Route 178 on September 11, 2010 from 9:00 a.m. and 11:00 a.m., and;

WHEREAS, there is no other acceptable alternate route for the parade, and;

WHEREAS, the State of California, Department of Transportation requests the City of Ridgecrest be in support of the parade as part of application approval process.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Ridgecrest approves and consents to the proposed "Parade of 1000 Flags" and recommends approval of, and consents to, the proposed closure and/or restriction of State Route 178 upon terms and conditions deemed appropriate and necessary by the State of California, Department of Transportation.

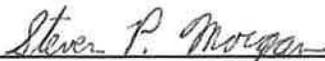
APPROVED AND ADOPTED THIS 4th day of August, 2010, by the following vote.

AYES: Mayor Morgan, Council Members Carter, Wiknich, Holloway and Taylor

NOES: None

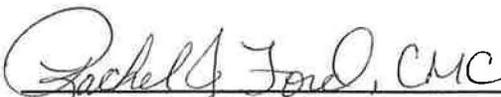
ABSTAIN: None

ABSENT: None



Steven P. Morgan, Mayor

ATTEST:



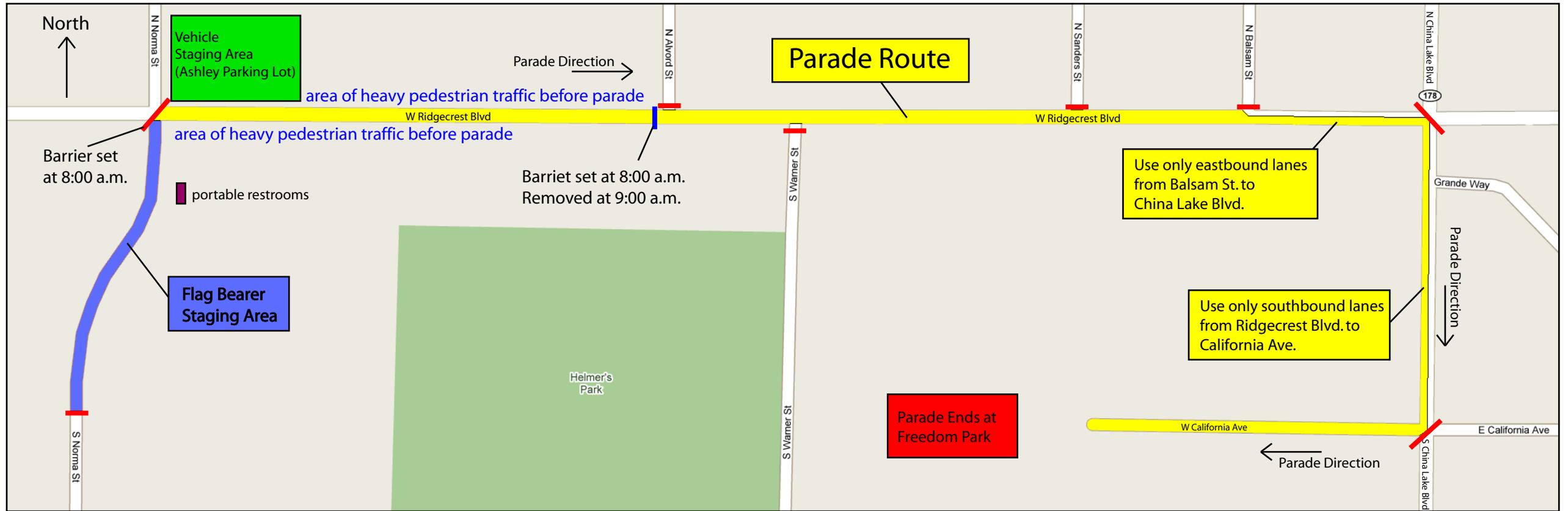
Rachel J. Ford, CMC
City Clerk



CERTIFIED AS A TRUE COPY



Clerk of the City of Ridgecrest, Calif.



- - Barricade. No public vehicular traffic during parade
- - Barricade. No public vehicular traffic before parade

Parade of 1,000 Flags

Saturday, September 10, 2011

Staging 8:00 a.m.

Parade Starts: 9:00 a.m.

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of May 18, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of May 18, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

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

Action Date: July 6, 2011

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

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

**May 18, 2011
5:30 p.m.**

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

CALL TO ORDER – 5:30 p.m.

ROLL CALL

PRESENT: Mayor Ronald H. Carter; Vice Mayor Jerry D. Taylor; and Council Member Steven P. Morgan

REMOTE ATTENDANCE: Council Members Marshall 'Chip' Holloway and Council Member Jason Patin.

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

APPROVAL OF AGENDA

- Closed Session cancelled

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

CLOSED SESSION – 5:30 p.m.

GC54956.9 (A) Conference With Legal Counsel; Existing Litigation; City Of Ridgecrest V. Benz Sanitation, Inc.

PUBLIC COMMENT – CLOSED SESSION

- Closed session was cancelled so no public comment was heard for closed session items.

REGULAR SESSION – 6:00 p.m.

- Pledge Of Allegiance – led by Mayor Carter
- Invocation – Rev. Warren Campbell

CITY ATTORNEY REPORTS

- ❖ Other – no report

PUBLIC COMMENT

- Dave Matthews – mentioned closed session item concerns about the way the process is going. Has read newspaper reports pertaining to another drop-off point at the dump. Concerned that previous comments were made by seniors and others to do ‘right-sizing’ of cans. Stated he does not have to set a trash can out every week and a smaller can would save energy and Benz time on collections. Also, doesn’t understand the arbitration process, if this had been a court trial public would have had access to proceedings and does not have that privilege in this process.
 - Keith Lemieux – stated that City is following the process set in the franchise agreement.

CONSENT CALENDAR

1. **Approve A Resolution For Printing and Reproduction Fund Capital Copier Replacement** **Bradley**
2. **Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of April 20, 2011** **Ford**
3. **Approve Council Expenditure List (DWR) Dated April 26, 2011 In The Amount Of \$44,478.54** **Staheli**
4. **Approve Council Expenditure List (DWR) Dated May 6, 2011 In The Amount Of \$294,106.82** **Staheli**
5. **Approve Agency Expenditure List (DWR) Dated May 6, 2011 In The Amount Of \$6,136.00** **Staheli**

ITEMS REMOVED FROM CONSENT:

- Item 1 pulled by Council Member Taylor

Motion To Approve Consent Calendar With The Exception Of Item 1 Was Made By Council Member Morgan, Second By Council Member Taylor. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, 0 Absent.

ITEM 1 DISCUSSION:

- Council Member Taylor – Stated concerns about understanding the replacement rate relative to the internal service fund. Questioned if this fund being over-funded.
 - Kurt Wilson – Stated that we don't want anyone to think we magically had funds available and that these are not extra funds but was an anticipated expenditure and funded all along.
 - Craig Bradley – explained the funding and actual use. State that there are no increased expenditures to support the system however there would be some support increase thru the years which has been built into the costs. City Copiers are owned, not leased.
- Council Member Taylor – questioned if this copier was scheduled for replacement.
 - Craig Bradley – indicated that this is 5 ½ years in a 7 year replacement schedule and will downsize the copier because the current one is not being used to fullest and will move the present system to a more critical need area. Funding amount is built over 7 years and if we go beyond the 7 years of use without replacing then will see savings in the future.
- Council Member Taylor – Stated he thought ISF fund was for recapitalizing for a life system and asked the purchase process.
 - Kurt Wilson – Reassured council the copier will be purchased via 3 competitive bids process.

Motion To Approve A Resolution For Printing And Reproduction Fund Capital Copier Replacement Was Made By Council Member Taylor, Second By Council Member Morgan. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

DISCUSSION AND OTHER ACTION ITEMS

6. **Approve A Resolution Of The Ridgecrest City Council Requesting The California Citizens Redistricting Commission Reconfigure The Proposed Political Boundaries To Allow Ridgecrest To Remain In The Kern County Congressional District** **Morgan**
- Council Member Morgan – corrected the staff report regarding new legislative boundaries and noted that at this time the boundaries are not released but data is being gathered. Announced First map release date as June 10. Stated that Council is putting forward a resolution informing the redistricting commission of our wish to remain within our current boundaries.
 - Council Member Taylor – Stated the same comment relative to May 23rd. Reminded Public of the ability to make their concerns heard has a deadline of May 23. Gave website address for more information.

PUBLIC COMMENT – Item 1

- Renee Westerlusk – Restated that we need more public input especially on-line. Lines will be drawn on May 27. Provided copies of meeting dates for council and public. Should have someone from city attend these meetings in case there is opportunity for comment. Made copies of sample letter and provided at information desk along with contact information. Thanked council for their help with this issue.
 - Council Member Taylor – thanked Mrs. Westerlusk for her awareness and support.
- Barbara Auld – Thanked Renee. Would be up a creek without this effort. Need someone to attend these meetings and give our voice for what we want. Recapped comments at the Sunday meeting. Want everybody to appreciate my passion. Leave the boundary lines the way they are.

Motion To Approve A Resolution Of The Ridgecrest City Council Requesting The California Citizens Redistricting Commission Reconfigure The Proposed Political Boundaries To Allow Ridgecrest To Remain In The Kern County Congressional District Made By Council Member Morgan , Second By Council Member Taylor , Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, 0 Absent.

- ❖ Mayor Carter – asked everybody listening or watching to write in support of staying in Kern County

7. **Approve A Letter Of Support For Assembly Bill 890 (AB890) Which Proposes To Exempt From The California Environmental Quality Act (CEQA), A Roadway Improvement Project Or Activity That Is Undertaken By A City, County, Or City And County Within An “Existing Road Right-Of-Way” For The Purposes Of Minor Roadway Improvements** Holloway

- Kurt Wilson – Council Member Holloway wanted to make sure everyone understands that every road improvement is controlled by the CEQA act. This would make road improvements easier for us to accomplish.
- Council Member Morgan – spoke on issues we are currently having with local pavement projects such as college heights trouble with BLM setting regulations. Need to support this.
- Council Member Taylor – clarification is the road section next to the college that is currently at issue.
- Council Member Holloway – glad we are taking this on. Increase efficiency and lower the cost which is important

Motion To Approve A Letter Of Support For Assembly Bill 890 (AB890) Which Proposes To Exempt From The California Environmental Quality Act (CEQA), A Roadway Improvement Project Or Activity That Is Undertaken By A City, County, Or City And County Within An “Existing Road Right-Of-Way” For The Purposes Of Minor Roadway Improvements Was Made By Council Member Morgan, Second By Council Member Taylor, Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, 0 Absent.

8. **Approve A Resolution Of The Ridgecrest City Council Requesting Authorization To Apply And Accept A Off-Highway Vehicle Grant Through The Off-Highway Motor Vehicle Recreation Division Within The California Department Of Parks And Recreation** Strand

- Ron Strand – gave staff report outlining grant amount to be used for equipment to be used to purchase a vehicle to pull the off highway trailer.
- Council Member Taylor – Reminded Chief Strand to make sure there was proper training for the off-road vehicles important.
- Council Member Morgan – Encouraged the young representatives in audience to explain this grant and how it affects those who ride off-road within Ridgecrest. City will be cracking down on off-road vehicles trespassing on private property. We need youth's help to get the word out to their friends not to trespass on private property to and from off-road network.

PUBLIC COMMENT – Item 8

- No comments were presented by the public.

Motion To Approve A Resolution Of The Ridgecrest City Council Requesting Authorization To Apply And Accept A Off-Highway Vehicle Grant Through The Off-Highway Motor Vehicle Recreation Division Within The California Department Of Parks And Recreation Was Made By Council Member Morgan, Second By Council Member Taylor. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, 0 Absent.

9. **Approve A Resolution Of The Ridgecrest City Council Authorizing Application For And Acceptance Of The United States Department Of Justice, Cops Hiring Program Grant** Strand

- Ron Strand – gave staff report outlining this grant ability to assist with funding for positions. Application, if approved would fund 2 officers for one year.
- Council Member Taylor – Inquired if the previous grants received were overlapping?
 - Ron Strand – Confirmed there was a one year overlap based on hire date of the officers.
- Council Member Taylor – Asked if this is this within current staffing?
 - Ron Strand – Confirmed.

Motion To Approve A Resolution Of The Ridgecrest City Council Authorizing Application For And Acceptance Of The United States Department Of Justice, Cops Hiring Program Grant was Made By Council Member Taylor , Second By Council Member Morgan , Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, 0 Absent.

**10. Ridgecrest Redevelopment Agency Housing set aside Project proposal;
Las Flores Homes By Metcalf West **McRea****

- Jim McRea – gave staff report outlining Redevelopment Agency Housing Set-Aside. Previously approved funding for one senior citizen/young professional housing complex. This is a second proposal. Reviewed funding amounts, fees, revenue projection, and refund plan. Available properties for the proposed complex outlined.
- Council Member Morgan – Noted that the project came before Community Development Committee and until all plans, processes; maps, authorizations, requirements, and City ensuring that permitting and code is approved, the money is only in a placeholder position.
 - Jim McRea – Outlined that the proposal requires hearings, tentative tract maps, public notices before the agency prior to funding. Series of procedural processes before project is implemented.
- Council Member Morgan – Stated that the funds were sitting in an account
- Council Member Taylor – Echoed Mr. Morgan’s comments. Stated that Agency is required to spend 20% of Redevelopment funds for low/mod housing elements. This is another way to check that box.
- Council Member Morgan – Commented that this housing project is appropriate for individuals within the first time home buyer market who have entry level jobs on the base and have a moderate income level.
 - Jim McRea – Added that these homes are available on first come first serve basis to any potential buyer
- Council Member Morgan – Noted that Agency needed to think of this with a broader brush rather than just individuals you can put into one small box. Also these houses can be put on the market for sale.
- Council Member Patin – Commented that is didn’t see anything here that indicated if agency approved this today, how the money would be held.
 - Jim McRea – Explained the process including the annual audit and funds being deposited with LAIF. Current funds are an accumulation of several years of activity and there are 4 projects that diversify the portfolio. Gave brief summary of each of the 4 projects. A series of projects looking at 4.6-4.8 million dollars that currently resides in fund 19.
- Council Member Patin – Asked about the timeline for this project.
 - Jim McRea – Explained that the project would start in late summer as there are requirement for several items and hearings to be completed before full project approval will be done. Company wants to be operational by end of 2011.
- Jason Patin – Stated he is uncomfortable with allocating funds without a definite completion plan.
 - Jim McRea – Commented that City has not entered into planning process, cost involved in sale and development of property because of substantial infrastructure requirements as well as other items. Currently is a proposal and an allocation, not an appropriation of funds. Appropriations would come back to Council for approvals.

- Council Member Patin – Asked what protection the city has with regards to the sale of the land? If we sell the land and appropriate this money, what guarantee do we have if they do not move forward? Will we have a re-conveyance of the land?
 - Jim McRea – Responded that there can be added conditions. Current statutory procedures requires the development be met or be suspended and property taken back.
 - Keith Lemieux – Confirmed that the conditions are regulated.
 - Jim McRea – Gave an overview of D.R. Horton phases. Can guarantee the 1st phase will be seen.
 - Kurt Wilson – Confirmed that Agency would have the option to put restrictions in the deal.
- Council Member Taylor – Agreed with Mr. Patin’s comments. We do have the opportunity later and the developer needs to understand there will be conditions on the sale. Also questioned a condition on the payback, only on low/moderates?
 - Jim McRea – Reviewed the current market rate in Ridgecrest is \$185,000. Covenant on the sales that has to be affordable. Not like some where agency gets no credit. This is not that type of project, to receive the funds it would be restricted to part of the sale. Considered inclusionary housing because of the 55 year covenant. This is an offset to developer to provide funding to pay market value of land to the city and a write down because did not get the full value of the property. All will be outlined if we move forward.
- Council Member Taylor – Inquired where we are relative to 20% obligation and where are we short.
 - Jim McRea – Explained that over a 5 year period we were to provide 250 homes per year which is a fair share of the region that includes Bakersfield. Plan says we need this many houses but doesn’t say you have this many people. Four categories looked at workforce or affordable housing and in Ridgecrest the market value is less than the statewide average so a majority of homes falls into the affordable category.

PUBLIC COMMENT:

- Tom Fallgatter – provided handout to council. Copy available in the Clerk’s office. Reviewed key elements. Possibility of sale of houses at market value and response was that it is possible. Staff report says underwriting low/moderate at a specific rate, however only 1/3 is low/moderate. This approval is premature, if you look at staff report and think you are subsidizing at one rate then may be surprised when the real sale numbers are calculated. Regarding how long the money would be held, or perhaps how long will you wait. Did not see anything in the staff report about this being a phase system. How can agency approve something based on this staff report? Question is what the timelines is. Referred to the question asked by Council Member Morgan, is this project appropriate for people on the base. The fact the question had to be asked is a

concern, how is any other developer in community to understand this if not laid out. Attended redevelopment meeting on behalf of a specific developer client. Made a proposal for funding for this same kind of funding and staff seemed favorable but were told nothing further done on our application until a process was outlined to be fair to every developer who wanted to apply for the funds. My question is, why isn't that being done for this program? Why do agency members have to ask about timelines. Also if only 30 of the units are low/mod how do we get our money back? The purpose of the protocol makes sense, why isn't the protocol available to me for this program. Series of legitimate questions have been asked, it isn't fair for those questions to be answered here this evening when others who might be interested in this program don't know what the protocol is. Asked agency to put together a protocol. Asked questions in letter such as if this a loan, how is it secured. Are you going to be asked to subordinate to the loan. If something goes wrong, your loan is junior to the bank loans. Are you willing to take the risk to subordinate to other financing? Comment from Mr. McRea, tract map has not been submitted, who is preparing that map? One concern is the developer is already spending money on this project, has hired an engineer. You are going to get into a position where you have an individual spending money, that person has a right to be upset when the rules change. Important this is done in a step-by-step basis. If developer is spending money then agency must make clear that it is solely at his risk. What is agency's feeling about the city approving this project; you will have money at risk. Developer will spend a significant amount of money and when neighbors begin asking questions, will city be ready to answer? This plan is putting you, as agency members, in difficult position by allowing this to go in this way. If approved tonight, developer may have expectations. Request agency to back up and develop a protocol which includes subordination, loan security, etc. This is fair to everybody and allows the agency to think thru the steps and clarify the agency's purpose for the program. Beneficial for agency to work for itself and for anyone to be able to pick up a packet that outlines the program requirements. Ask agency to table until these questions can be answered and the protocol is developed.

- Dave Matthews – thanked Mr. Fallgatter which answered questions. This is the cart before the horse. Most housing in that area is single-family for a number of years however another development to the west is stagnant and is not fair to that developer to come in with competition that would probably out-sell him. Also that developer could possibly get into the game. Suggest you take Mr. Fallgatter advice.
- Kay Glaphco – concerned with project for several reasons, thought the purpose was bringing jobs to the area, won't be construction going on here, will be built away from the area then assembled here. The homes will be low/mod but concerned there is another situation with no model homes, buyer will be forced to go out of the area to buy the homes. If can't get someone to come here with models then how can we get buyers to go to riverside to buy homes. Infrastructure and money going into this but can't sell. There are other developers and packages we should look at stronger before approving.

- Stan Rajtora – attended community development meeting. Thought the agreement was to divide the 20% set-aside between existing homes, new homes for developers, and a certain amount of track houses. Before determine the ratio for these, we are already talking about allocating 1.9 million to one contractor or developer without understanding the proportioning of the full amount. Let's figure out what we really want to do before funding one developer.
- Carol Vaughn – D.R. Horton has caused stress to neighbors and has developed a few homes. Gave statistics of current homes available on the market and 6 month inventory. Making assumptions these homes are good construction and people want to live in low/mod homes, if we have many vacant and repossessed home here already, what happens if these sell that would guarantee that on almost every street in town you will find other empty homes because population is not growing. If we build more than we need then will have empty homes which do not make a town attractive. Don't need a developer to go broke and asked developers to look at absorption factor before building. Once was a time when we could draw from other areas for low/mod, but those areas now have home available at low/mod prices. Know you have to build some but can use some of the funds for rehab of existing homes and could scatter new homes around the area so we don't have large developments sitting empty. Could sell some homes as low/mod to persons with medium income. Question whether young engineers would want to buy when in a couple years they will be earning larger incomes and want to move up in the housing. Ask agency to allot as much as can possibly fund for resale and rehab of homes already empty. Local people will look around and not build 34 homes at once when they can't sell them. Builders need to understand current demographics. At the 155 mark it would cost someone 1166 per month to buy a home, price goes up as sale price goes up. Some people can afford but not sure if they will do it. Is this good for the community to have more vacancies sitting around town? Developers need to take a look at this because money is on the line.
- Norm Stevenson – concerns. Attending council meeting during A&G project and council agreed to set-aside funds without really looking at the map and location and how it will impact the area. Now we are proposing another project without maps or home information. Concerned if city approves to allocate without really understanding the parameters of the development is like buying without seeing the home. If the developer builds something different than what we think it will be, then the blame will fall back on the city. Admire the council, but need to look at this more and make sure we are doing the right thing for the city. have not seen anything from Metcalf, only staff proposed. Where is Metcalf resume, is there an RFP for the land, can others have the opportunity for the land. Be cautious, would not make decision tonight and ask that decision to be to help the city of Ridgecrest.

- Council Member Taylor – what others were discussing was in March the list of other projects. My concern is the commitment level of number of houses and return of funds. Concerned about setting false expectations and feel council should set conditions before approving the project. Fairness to citizens and agency, should agree what conditions will be. Ask developers to bring projects in that are completed.
- Council Member Patin – concerns are to be careful not to hurry these projects, not opposed to this project but want to be careful. Want to see conditions and guarantees for the city. Don't know if this needs to come back to committee but not opposed to working with staff to set conditions before this comes back to council. Don't want to hurry projects thru and make quick decisions without having restrictions in place.
- Council Member Morgan – this is a double-edged sword. We get yelled at by developers who bring proposals and we don't move forward. We ask staff to put together these reports. Currently have 4 different projects that are making their way thru development and each one is different in the way they utilize the money and each will have different restraints. If we put out one document, it would not fit with all projects. One thing made clear to this developer, agree that it is not clear until I see the proposal in planning commission. Any developer with more than 25 houses will phase it. On that point when discussing this development I made it clear that one thing I wanted to see is that at least ½ of the homes would use the low/mod format. We have to be careful to only put as much money into this project that is required for this particular type of program. Developers who want to spot build can come in and discuss with staff their projects. Any developer, as these dollars accumulate, can put forth a proposal. At the end of each fiscal year there is another chunk of money in the accumulated pot. We discussed a timeline for the first phase and a condition is the funds would go back into the fund and be reallocated. I think developer would understand the need of a timeline. They don't get the money until they actually create the project so not sure that a delay would be inappropriate but confident that we will not appropriate the funds until they create the project. The questions we ask when going thru an item, I am trying to disseminate information to the public which may key other questions and comments from members of the public. Tonight heard something new and will follow up on the statement that buyers have to go out of town to look at the home. Comfortable in allowing the allocation to occur but not set in stone on the appropriations. Developer should not let conditions be a stopper for their project and don't believe that is the case with this developer. Staff has been contemplating on how to put together a rule book and not sure if it can be done for these 4 projects because of their differences. Spot builders and developers need to come in and talk to the staff about their projects. Not sure if rehab has the measures and qualifications required for redevelopment funds.

- Council Member Holloway – concerned. We have a skeleton of idea and waiting for the meat to be hung on the bones. How do we get the information for a decision without allowing them to develop the project? When we allocate the funds is it a promise for funds from this agency. Not enough to expend the funds but is enough to say we want more information.
- Council Member Jason – not looking for a rule book but at this specific project. This developer must understand that we may put conditions and guarantees on this project before he receives funds.
- Council Member Carter – no problem moving forward since has to go to planning commission and council.
- Council Member Taylor – previous project had a timeline deadline to apply for additional funds. Is this a comfort factor for the developer or can we pause?
 - Jim McRea – authorization of funding pending final approval of final project. Question before agency is are you interested in selling the property. Mr. Fallgatter questions would be answered thru the review process before funds are expended. This is a program where we are advancing funds from the agency to purchase land from the city so large portion of the funds will come back thru land purchase, development fees, and permit fees.
- Council Member Taylor – appreciate switching hats but my concern is that besides locking in the money we are committing the property without knowing if there is a better offer out there for the land. Concerned about the uncertainty of this. Last project went to planning commission before coming to agency. My personal concern is credit for low/moderate v. how much we are putting into the project. Have not seen appraisal for property and willing to bring back at the next meeting if our concerns can be addressed. We are committing to sell property.
- Council Member Jason – similar concerns as Mr. Taylor’s. Why are we going down this road and spend money and time when in two weeks we could have the answers to a few other things before moving forward. Understand the developer is not under a timeline.
- Council Member Taylor – what is a reasonable amount of time to get the information for agency?
 - Kurt Wilson – staff needs to understand what you want brought back.
- Council Member Jason – want developer to understand the conditions and guarantees that will be placed on the project.
 - Kurt Wilson – staff will put the information together.
- Council Member Taylor – personal concern is the reimbursement relative to how the houses will be sold. Secondly payback if not developed in a reasonable amount of time.
- Kurt Wilson – at your request staff will notify developer.

Council Member Morgan Moved The Item Be Tabled. Council Member Taylor And Council Member Holloway Agreed. Item Was Tabled For A Future Meeting.

11. Discussion And Approval Of A Contract For The City Of Ridgecrest Drop-Off Program At The Ridgecrest Sanitary Landfill **McRea**

- Jim McRea – gave staff report. Reviewed amended local assistance plan and task 13 which requires a recycling drop-off plan at the landfill.
- Council Member Morgan – comments on the agreement, pg. 2 last sentence. Top of page 2 paragraph 1 last sentence asked ‘until such time as what?’ that statement needs closure.
 - Keith Lemieux – Corrected sentence to state ‘until fully paid’
 - Kurt Wilson – added that he understood that if we cause damage during the term of the agreement we would be responsible.
- Council Member Morgan – suggested adding ‘...until such time that a final inspection and closure document’. Have trouble with an open statement, have no problem with having to pay, but have a concern that there is no document finalizing the termination of the agreement.
- Council Member Morgan – page 3 item D, asked if county already mitigated for dust, can we contract with them to control dust.
 - Jim McRea – they want a dust free surface.
- Council Member Morgan – page 4 item J & K. We are going to contract for this facility and have a monitoring for inappropriate material. Are we responsible to train the staff for handling of inappropriate material? Also providing signage. Worried we are assuming liability if they handle something inappropriate.
- Council Member Morgan – page 4 item R. Are there sanitary facilities at the landfill for their staff and why we can’t share? This is an additional cost to us when they already have facilities.
- Council Member Taylor – we are providing a service to the county and they can claim a lot of credits for this.
- Council Member Morgan – page 6 item 13 indemnification. To avoid any possible contract conflict can we take the name of Benz sanitation out of this contract and replace with city’s authorized hauler.
 - Keith Lemieux – could be problematic if Benz is determined to not be the authorized waste hauler.
- Council Member Morgan – page 10 section 22. Is it not possible that county of Kern is going to be recycling at some time in the future and is it plausible the county may want to purchase the improvements we made?
 - Kurt Wilson – not in this contract but you are not precluded.
- Council Member Taylor – with this agreement under section 22, this says we would have to remove the improvements.
 - Kurt Wilson – director provides written authorization to allow them to remain.
- Council Member Morgan – staff report attachment 4. ...public/private partnership however item section 23 says opposite.
 - Keith Lemieux – has to do with giving public money to private projects and bidding requirements. The other language has to deal with joint venture. Don’t know if this will be a joint venture. Not necessarily the same thing.

- Council Member Morgan – attachment 4 states city and county will develop a public outreach.
 - Keith Lemieux – can do things together without forming a joint venture. If we and county are acting on something that benefits both doesn't mean we have entered into a legal joint venture.
- Council Member Morgan – county will gain benefit by numbers and we ask county for money for outreach, what reason they have to help out.
 - Keith Lemieux – contract can be cancelled.
- Council Member Morgan – section 27 compliance of law. As rules change the city is solely responsible for costs even though the county may be implemented. Doesn't seem correct. Can we add 'unless such documentation is appointed directly to Kern County?'
 - Keith Lemieux – logic is we are paying for all costs associated to this part of the facility, if new regulation for our part of the facility we are on the hook but if it becomes burdensome then can cancel the agreement and negotiate for better terms.
- Council Member Morgan – would like verification from Mr. Landon that the county is open and understands that changes that don't affect the city directly and only the county then county should bear the cost of those changes. Don't think it is unreasonable that the discussion should be held.
 - Kurt Wilson – not sure if Mr. Landon can commit.
 - Keith Lemieux – would not be binding anyway. Need to treat this document as a final and we are coming to them with hat in hand.
 - Kurt Wilson – has taken awhile to get this together and we are at a disadvantage so do not have a lot of options.
- Council Member Taylor – broad comment to public is with Cal Recycle and voice an objection that developing this outside the city is onerous. To force this type of agreement and the way the county is treating us is onerous. To have to pay for a program they are benefitting from and to put a toilet out there when there already is one. If we are bearing 100% of the cost to develop this then we should get 100% of the credit.
 - Keith Lemieux – county argument is they don't need the credit.
 - Kurt Wilson – credit is based on the actual source.
 - Keith Lemieux – if time comes when they need the credit would be a good reopener for the agreement.
- Council Member Taylor – concern is since this LAP was signed, we have been in a position of not having options and to incur this cost for development and monthly hauling will come out the general fund.
- Council Member Carter – remind council this is one of the last links we have to do and are at a disadvantage.

PUBLIC COMMENT

- Dave Matthews – right now county is not under orders to put in recycling program so they can haul to dump and bury it. I can see the day coming when they may have to do this also, but if I were a good citizen in county then nothing stops me from taking to dump and dropping off in recycling stop. At current price of gas, won't opt out but if I did then would drop off within city limits. Whole situation is disgusting.
- David Neipp – this agreement has a requirement for city to supply a toilet. Is this drop-off facility combined with supplies, staffing, etc. not a further drain on the city coffers? With furloughs and potential layoffs. Process and procedure is taking precedent over common sense.
- Stan Ratoraj – during last year or at least one local recyclers claimed there was money associated with recyclables. Before we start paying someone to transport to Tehachapi, can't city look into getting someone to pay us for the recyclables. May not be as bad as we think. Would like us to think it thru and see if someone would pay us for it.

Motion To Approve A Contract For The City Of Ridgecrest Drop-Off Program At The Ridgecrest Sanitary Landfill Was Made By Council Member Morgan, Second By Council Member Patin. Motion Carried By Roll Call Vote Of 3 Ayes (Council Members Holloway, Patin, And Carter), 2 Nays (Council Members Morgan And Taylor), 0 Abstain, 0 Absent.

PUBLIC COMMENT – General Session 2

- Howard Auld – address upcoming armed forces day celebration this Saturday in Freedom Park. Plans in place and complicated details and appreciate Barbara's help. Listed participants. VX9 commander is keynote speaker, both Sr. & Jr. Bluejacket of the Year recipients, proclamations, military banner program, wreath laying at fallen soldiers monument, Jr. ROTC will present colors. Community invited to this recognition of our military who serve us so well. This is an important holiday in America and hope for a good attendance.

Closed Public Comment at 8:40pm

DEPARTMENT AND COMMITTEE REPORTS

Infrastructure Committee

Members: Steve Morgan, Jerry Taylor, Craig Porter, James Sanders
Meeting: 2nd Thursday of the month at 5:00 p.m., Council Conference Room
Next Meeting: June 9, 2011

- Council Member Taylor – will be meeting June 9. Met on the pavement management system which will come to council in June. Also discussed sewer program and may come to council the 2nd meeting of June.

Quality of Life

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

- Council Member Patin - Have not met

City Organization

Members: Ron Carter, Jerry Taylor, Lois Beres, Christopher LeCornu
Meeting: 3rd Tuesday of the month at 5:00 p.m.; Council Conference Room
Next meeting: June 21, 2011

- Council Member Taylor – announced next meeting date.

Community Development Committee

Members: Steve Morgan, Jason Patin, Christopher LeCornu, James Sanders
Meetings: 1st Thursday of the month at 5:00 p.m.; Council Conference Room
Next Meeting: June 2, 2011

- Council Member Morgan – announced next meeting date.

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

Members: Ron Carter, Chip Holloway, Ron Strand
Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-McGee Center
Next Meeting: June 11, 2011

- Council Member Carter – announced next meeting date

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway, Jason Patin

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

Next meeting: June 1, 2011 and location to be announced

- Council Member Holloway – announced next meeting announced

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

- none

CITY MANAGER/EXECUTIVE DIRECTOR REPORTS

- Kurt Wilson – Announced that the governor released the budget revision this week and things are looking better for schools but city and redevelopment the governor remains the same. June 15 deadline to release the budget.

MAYOR AND COUNCIL COMMENTS

- Council Member Holloway – news out of Sacramento is positive. Revenues are in higher than expected. RDA met with Senator Fuller and other. Senator Rubio tomorrow. League is making voices heard.
- Council Member Patin – have met personally with several assembly members and heard speeches on RDA. Letting representatives know our communities concerns such as surrounding land and power. Have promises of getting more information on these issues. Trying to let our community concerns be known. Want to make sure item 10 Metcalf be brought back at next meeting.
- Council Member Morgan – thanked police department for open house and awards ceremony. Public came in and discussed issues and gave face and name to officers. Congratulations to graduates. Asked chip and Jason to speak to san Bernardino county reps and let them know it is nothing personal we just want to stay where we are. Thanked Mr. Taylor, news review headline was a little misleading but believe that the more information we get out on TAB funds is good for the community. Asked finance to give updates on revenues. Would like to thank the almighty for the real spring we are having in Ridgecrest. Armed forces day, will try to make the luncheon but will be in Northridge on Saturday for a young speakers competition and apologize for not being able to attend local activities. Ask community to support fundraising efforts in our community such as military banner program and July 4 fireworks bingo event. Other non-profits information will be given to public as we receive it.

- Council Member Taylor – thanks to community for support of lions club, and other non-profits for the fireworks efforts. Thanked Renee Westerlusk for her efforts on redistricting. Appreciate the police department and their open house is a great event. Attended military affairs meeting and briefed the board on the Digital 395 Fiber Optics Program. Will benefit all of our community. Infrastructure committee asks if sewer project will come to council after the 9th.
 - Council Member Carter – would like to see it. Would prefer an informal setting and feel is not finished enough to be rushed to council.
- Council Member Taylor – appreciate the Auld’s for what you do for our valley. Unfortunately there is also a meeting in Inyokern for the visioning meeting.
- Council Member Carter – thanked Jerry for information on streets to the public. Thanked Renee for her coming forward and participating in the redistricting. Thanked Barbara and Howard for their time and effort for our community. Thanked the citizens for coming and giving us direction and comments.

ADJOURNMENT at 8:58 pm

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of June 1, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of June 1, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

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

Action Date: July 6, 2011

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

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

**June 1, 2011
5:30 p.m.**

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

CALL TO ORDER – 5:30 p.m.

ROLL CALL

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

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

APPROVAL OF AGENDA

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

❖ Council Member Morgan arrived prior to closed session.

CLOSED SESSION – 5:30 p.m.

GC54956.9 (A) Conference With Legal Counsel; Existing Litigation; City Of Ridgecrest V. Benz Sanitation, Inc.

GC54956.8 Redevelopment Agency Real Property Negotiations – Real Property Negotiations of 105 E. Sydnor Ave. and China Lake Technologies Economic Development Concept. APN 33-070-43. Agency Negotiators Kurt Wilson and James McRea

PUBLIC COMMENT – CLOSED SESSION

- No comments presented by the public.

REGULAR SESSION – 6:00 p.m.

- Pledge Of Allegiance
- Invocation

CITY ATTORNEY REPORTS

- Closed Session
 - City Of Ridgecrest v. Benz – received report and no action taken
 - Real property negotiations – received report from Jim McRea, no action taken.
- Other
 - none

PUBLIC COMMENT

- Howard Auld – reported on armed forces day activities. Luncheon honoring veterans, celebration in Freedom Park. Thanked many persons who assisted with the success of the activities. Displayed photo of WWII veterans who attended the luncheon. Presented diplomatic documents and memorabilia to the City.
- Christina Witt – thanked Council for Recreation programs that are funded by the City. Relayed story of Kern River experience where child was saved because of swimming lessons learned at the City of Ridgecrest.
- Renee Westalusk – Thanked Information Technology Manager Craig Bradley, Mayor Carter and City Manager Wilson for assistance in setting up redistricting hearings viewing. Presented council with handout of important redistricting commission hearing dates and deadlines in June and July. Asked 3 persons of prominence to attend the meetings as representatives of Ridgecrest community members. Spoke on discussions and information regarding on-line posting of letters and comments received by the commission at their website. Thanked council and staff for paying attention to this issue.
 - Council Member Taylor – volunteered to attend the June 16 meeting and will check schedule for the 23rd and 24th.

CONSENT CALENDAR

1. Approve A Resolution Establishing The Fund Balance Policy As Required By GASB Statement No. 54 Staheli
2. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of May 4, 2011 Ford

3. Approve Minutes Of The Regular City Council/Redevelopment Agency Meeting Of May 18, 2011 Ford
 4. Approve Council Expenditure List (DWR) Dated May 20, 2011 In The Amount Of \$389,433.72 Staheli
 5. Approve Agency Expenditure List (DWR) Dated May 20, 2011 In The Amount Of \$3,707.84 Staheli
- Item 4 pulled by Council Member Taylor

Motion To Approve Consent Calendar As Amended Made By Council Member Morgan , Second By Council Member Taylor . Motion Carried By Voice Vote Of 5 Ayes; 0 Nays; 0 Abstain; 0 Absent.

Item 4 discussion:

- ❖ Council Member Taylor – requested breakdown of phone bills to see the costs.

Motion To Approve Item 4 By Council Member Taylor, Second By Council Member Patin. , Motion Carried By Voice Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

- ❖ Council Member Taylor – requested we look at the cost for Kern County Fire Services.

DISCUSSION AND OTHER ACTION ITEMS

6. Presentation Of The Pavement Management System Study By Willdan Engineering Speer
- Dennis Speer – gave staff report with recommendation for council to hear presentation and accept the Pavement Management System report findings for file.
 - Roxanne from Willdan – gave PowerPoint presentation. *(A copy is on file in the City Clerk's office)*

ITEM 6 DISCUSSIONS:

- Council Member Taylor – reviewed the logic tree chart for public information.
 - Roxanne – explained the difference between arterial counts and residential counts.
- Council Member Morgan – requested a correction to percentages listed in 'portion of Budget' column in chart. Discussed the pavement management system giving multiple measures such as structural index. This report does not identify sections but is an overall citywide network. Generally if contractor can be localized then costs can be reduced.

- Roxanne – a lot of factors need to be taken into account before putting a project out to bid.
- Council Member Morgan – one thing we will be stressing with this report is budget in the other years. This report addresses the minimum required annually. Is there a mechanism for us to come back to Willdan for updates?
 - Roxanne – anytime you need updates we will be happy to work with staff.
- Council Member Patin – asked what current street maintenance budget is.
 - Tyrell Staheli – street repair dedicated is approximately \$300,000.

PUBLIC COMMENT – ITEM 6

- Dave Matthews – referred to presentation pictures of streets, what method was used in determining the percentage of pavement is good or bad?
 - Roxanne – visual and driving. Select segment and rate that segment and mathematical calculation within the segments.
- Dave Matthews – commented on overall structural index as being not too bad. Mentioned the possibility of repairing the wheel paths but would that not open us up to more rutting.
 - Roxanne – at this time not a recommended repair. Glasgrid product is designed to prevent rutting. Explained the product compounds and use.
 - Council Member Morgan – added, highway 395 repairs included repairs to wheel paths followed by an overlay.
- Stan Rajtora – referred to 3 budget scenarios which each assumed \$5 million in the first 3 years. Interested in seeing the curves if we spend more the first 3 years.
 - Council Member Taylor – additional models were run and can be viewed in the public works department.
- Council Member Taylor – different way to look at the PCI and SI index.
 - Roxanne – gave review of PCI v. SI and factors which affect each index number.
- Mayor Carter – Thanked Willdan for the presentation.

7. **Approval Of A Resolution To Approve A Professional Services Agreement With, Willdan Engineering To Perform GIS Mapping Of The City Of Ridgecrest's Sewer System And Authorize The City Manager To Execute This Agreement** Speer

- Dennis Speer – gave staff report on GIS mapping of sanitary sewer lines and system. Recommendation for council to approve the agreement. Currently have not GIS mapping system of the city and this will be our initial which can be piggy backed with PD and Transit and possibly Streets.
 - Roxanne – mapping is in GIS platform and can go on top of the sewer system.

ITEM 7 DISCUSSIONS:

- Council Member Taylor – Stated appreciation to the public works director for bringing this item forward. Asked about our current GIS mapping with Kern COG?
 - Council Member Morgan – Stated we do currently receive some GIS mapping but not at this level.
 - Council Member Taylor – who will host this program?
 - Roxanne – starting with Kern County layers and ongoing technical support can be provided by Kern County or Willdan.
 - Council Member Taylor – Asked if the system is currently budgeted.
 - Dennis Speer – Budgeted thru the Wastewater rollover.

PUBLIC COMMENT – ITEM 7

- Dave Matthews – is this mapping going to show where the lines go or will there also be mapping of the connector opening come into the lines? Most residents are not sure the connections were made where they show on the current maps.
 - Dennis Speer – Stated we first need the initial system and maps and in the future can add that information to the main map.

Motion To Approve A Resolution Approving A Professional Services Agreement With Willdan Engineering To Perform GIS Mapping Of The City Of Ridgecrest Sewer System And Authorize The City Manager To Execute This Agreement Made By Council Member Morgan, Second By Council Member Holloway . Motion Carried By Voice Vote Of 5 Ayes; 0 Nays; 0 Abstain; 0 Absent.

8. Approval Of The Ridgecrest Redevelopment Agency Housing Set-Aside Project Proposal For Las Flores Homes By Metcalf West McRea

- Jim McRea – gave PowerPoint overview of the Ridgecrest Redevelopment Agency and current proposed State actions that will affect Redevelopment Agencies. Reviewed Staff Report for proposed housing project which was heard by Council on May 18 and is returned at Council request. Recommendation is to authorize funding pending development of DDA.

ITEM 8 DISCUSSIONS:

- Council Member Taylor – requested explanation of land purchase and appraisal.
 - Jim McRea – reviewed the past appraisal. No current appraisal has been ordered.
- Council Member Taylor – requested clarification of the actual purchase and loan process and whether there are proposed conditions to the ownership of the property.
 - Jim McRea – conditions would be developed by the attorney and approved when ready for execution.

- Council Member Taylor – expressed concern of approving funding without having some conditions outlined.
- Council Member Patin – expressed similar concerns however the developer has been informed that conditions will be applied and are still willing to move forward.
- Council Member Taylor – is concerned with tying up the property without the conditions in place and that local people are not being employed in the development. Don't know if local contractor are willing to develop this land.
- Council Member Patin – not in the business of helping developers but in using funds for low/mod housing. Want the restrictions to covers the requirements. Want strict guidelines if the developer chooses to accept the funding.
 - Jim McRea – developer has been informed that a minimum of 20% of the homes must meet the Low/Mod guidelines.
- Council Member Holloway – assumption that all 80 homes will be developed which may not occur. Understanding that concrete, plumbing, wiring infrastructure will allow locals to bid on these construction aspects. Referred to D.R. Horton development that failed and wants conditions in the DDA that will prevent a similar occurrence.
 - Jim McRea – we cannot legislate the developer to that level. Trying to develop rooftops and housing for people who currently cannot buy into the system. Currently out of balance with the regional fair share allocation for low/mod housing.
- Council Member Holloway – that allocation is a requirement that we must meet.
- Council Member Morgan – requested the developer to come up and have a discussion prior to public comment.
- Pete Anderson – developer for Metcalf. Wanted to be clear from beginning, previous statements of homes being pre-manufactured or trailer park is false. Gave reference to gentleman who manufacturers cabinets for Lowes and Home Depot, and has developed a 'Pre-engineered' plan. Infrastructure is developed within the contractors in the community, and then panels and other components on the perimeter are assembled and then brought to the site to be erected. Trusses with sheeting on it. Local labor then resumes finish work to make the home weather tight. Materials are supplied directly from manufacturer but all labor is local. Explained buying power of suppliers and reduced markups which saves costs and allows homes to be constructed to meet the low/mod ratios. Currently have two other projects in California and all homes build to date have been sold. Additionally something discussed was mobilizing people to see the product is estimated at the first 10 sales, thereafter homes will be local for viewing.
- Council Member Holloway – asked for projection of the square footage and design mix.
 - Pete Anderson – not at this time. Concept is to keep all homes under 2000 sq. ft. other problem is buyers are not necessarily first time buyers but persons trying to get their financial structure into a 'reasonable rent' level.
- Council Member Morgan – asked what the developer is required to do pertaining to fire suppression.

- Pete Anderson – meet all state building codes. Also is intent of developer to open construction phases to local bidding.
- Council Member Morgan – anticipate having to take individuals for the first 10 homes to riverside to look at models.
 - Pete Anderson – yes, first project did not have model homes. Cost of construction and maintenance of a model is huge. Assured council that no corners would be cut in the development, granite countertops, tile roofs, exterior stucco etc.
- Council Member Taylor – commented on purchase of current home as being developed partially outside of the area.

PUBLIC COMMENT – ITEM 8

- Mike Mower – owns the property next to the proposed development. Is concerned about the minimum lot size.
 - Pete Anderson – gave standard lot size.
 - Mike Mower – asked if block wall would be required and standard fees would be required.
 - Jim McRea – conditions would be applied standard to the city and has to go before planning commission.
 - Mike Mower – concerned about the impact to current developments and the low number of houses for the cost which would be loaned. Asked if there was collateral being offered for the loan.
 - Jim McRea – would be subrogation and other requirements in the development agreement.
 - Mike Mower – concerns about the current developers and low sales. Market does not meet current demand for phase I. also asked about the disbursement of the loan.
 - Jim McRea – combination of money to purchase and develop the property and given in phases as the development moves forward. At least 3 phases and fees paid as houses are sold.
 - Mike Mower – indicating starting homes in the fall, assuming the developer will be bonded.
 - Jim McRea – tentative tract map has standard requirements. Bonding is a part of this.
 - Mike Mower – referred to D.R. Horton project with two streets that have not been completed. Asked about bonding for that project.
 - Jim McRea – bonded as a condition of phase II
- Dave Matthews – commented on Mr. Patin and Mr. Taylor suggestion of other interested in developing the area. Property has been there for 30 years undeveloped. Suggest others did not know City was interested in selling that tract of land. Statement regarding model homes, many tracts over the years which were eventually sold, current housing market is down and a large inventory in town right now. Referred to near future when may want to sell home does not see the need for this many houses.

- Carol Vaughn – referred to county figures to qualify for low income housing. Made comments regarding young engineers and other who won't qualify because income level is too high. Legislative criteria which must be met. Trade-off in buying this is house has to remain in low income bracket for 55 years. Explained covenant on the title. Referred to comments made at May 18 meeting. Noted current lack of people to purchase homes and low security in buying at the present time. Asked if this would cause an improvement in Ridgcrest or eventually lead to more blight. Asked developer to do their homework to see if there is a need for what they are selling. Currently have too much inventory and not enough buyers and housing costs go down based on supply and demand. Don't believe this is the time for another development, have so many empty structures in town. Building houses does not provide more income for the community.
- Stan Rajtora – first concern was did not understand what the program was after reading the information provided. Concerned about only 20% being bought by low/mod and the other 80% being sold at market value and does the 80% market rate come back to the redevelopment agency.
 - Jim McRea – don't know how many are going to be sold to whom, but requirement is at least 20%, could be 40% or other amounts.
 - Stan Rajtora – example of 50% to low/mod and 50% to other, how much has to come back to redevelopment fund. Could as much of 80% be subsidized and city not receive credit. Gave example of local contractor scenario compared to outside contractor who receives subsidy for every home built. Asked how local contractor can compete with the out of town contractor. If as few as 20% are sold to low income, the subsidy could be higher. Feeling is this forces local contractors to compete from out of town contractors who are being subsidized. If 100% has to be low income do not have a problem but we should not be subsidizing. Secondly general plan states end-fill is the goal. Each time more infrastructures is built we have to maintain. More end-fill the less maintenance. Let's do end-fill so we don't have additional infrastructure to maintain.
- Christina Whitt – comments on employment. Is currently looking for employment but is having difficulty. If can't keep locals employed then how can we employ new people being drawn into the area. Asked council to consider the current job market locally. Gave comments heard at the recent job fair.
- Ann Marie Bergens – are we going to be subordinating each structure built?
 - Jim McRea – no city will not be participating in that kind of subordination. Will have a covenant on the sales.
 - Ann Marie Bergens – will lenders lend on these types of homes?
 - Pete Anderson – on the current developments Bank of America is taking the mortgages with only a 3%-4% fallout. Additionally the largest markets are retirees who are trading down to newer, smaller homes.
- Warren Cox – local businessman who lives adjacent to the property. Referred to comments made such as 'why rent when you can buy' what is going to happen to the property values in that area for the larger homes already existing. Believes this will negatively impact the property values in the neighborhood. Would others

want to buy homes next to these low income developments. If this was proposed for College Heights council would not be discussing.

- Stan Rajtora – comment about a covenant, understanding is all houses would cost the same. If a person qualifies for the same home, why would they elect to put a 55 year covenant on the home? How can the city get the credit for this?
 - Jim McRea – explained 3 levels of housing and annual statutes set for low/mod. Only a covenant on low/mod sold homes and indexed to go up.
- Council Member Holloway – transfer disclosure statement, do you have to disclose the property next door to a home that has a covenant.
 - Carol Vaughn – have to disclose everything, however not sure about the comparable sales to the neighboring homes. Will be on the deed so can't be ignored. If sold above that level, Title Company and bank won't insure or loan.
 - Holloway – 55 year covenant is a state regulation.
 - Jim McRea – intent is if you buy an affordable home you would not double the square footage and put back on market. Intended to be and remain affordable housing.
- Council Member Morgan – will be interested in seeing the DDA that comes out of this, not opposed to going forward with the DDA however is a concern about the possibility of developer pocketing monies because they don't subsidize a certain number of houses. Not interested in subsidizing homes sold at market value. No problem using set-aside money for the intended purpose. Need to deal with the concern in the DDA and developer should be aware of this when they bring the final project forward. Purchased home in 1990, that is when the market collapsed, I bought high and the segments of the development that went bankrupt and sat empty have all built and sold. It took time but did happen. Can't be overly concerned with a glut on the market argument because that is not what the decision is based on with this money. City is obligated but regulations to expend the funds. Others have brought together good points and we need people to bring us the proposals. If these proposals do not exist, then can't consider when making determination on this project. There are some valid issues that will be interested in seeing in the final project.
- Council Member Taylor – agree that if we move forward on this project, the biggest issue is the subsidizing. Gave specific examples. If city is not putting a glut by only subsidizing low/mod then agree with the project, but don't want to see a project that city is subsidizing excess inventory that we do not need.
- Council Member Patin – biggest concern is the 20% figure. Only 20% (maybe) of this project is going to go toward what we are trying to accomplish with this money, want more than that before willing to move forward with the project. Also had other question of if an individual qualifies to purchase the home, what requires a 55 year covenant if you don't need it. If a person qualifies, what is the point of the covenant? Not giving the buyer money?
 - Jim McRea – no, giving the buyer the opportunity to purchase a higher priced home at a lesser price. If we don't give a subsidy to developer, the same home would have to be put on the market at full value so the price

of the home is reduced with the subsidy. Only reason person qualified is the house had a subsidy that allowed the market value to be lower.

- Council Member Patin – we don't know that the same thing won't be done for every other home in the development.
 - Jim McRea – no
- Council Member Holloway – we are getting close to making a business decision on behalf of the developer. Concerned we may create an unsuccessful project. Developer is still here so am willing to go and peel a couple more layers off because won't get the answers until we move forward. I want a successful project in the community.
- Mayor Carter – would feel better if the subsidy was going to the buyer and not the developer. Not sure if it can be done and if can't will not be supportive of the project.
- Council Member Patin – did the same with pacific. Agency subsidized the buyers and not the developer. Would rather help individuals to purchase any home they want to and not specify which home.
- Council Member Morgan – read action requested. DDA is created and brought back to us. Recommends we move forward on the action.
- Council Member Taylor – are we tying property up

Motion To Approve A Redevelopment Agency Housing Set-Aside Project Proposal For Las Flores Homes By Metcalf West Made By Council Member Morgan , Second By Council Member Holloway . Motion Carried By Voice Vote Of 2 Ayes (Morgan, Holloway); 3 Nays (Carter, Taylor, Patin); 0 Abstain; 0 Absent.

- Kurt Wilson – with the present vote, is the item dead or does council wish to have the item brought back for further discussion.
- Council Member Taylor – concerns with subsidizing development
- Council Member Morgan – action was only to develop the DDA
- Council Member Taylor – if Morgan amends the motion and defines a timeline would be in favor.
- Kurt Wilson – asked McRea if there was anything that would prevent the agency from undoing the action should they vote to move forward.
 - Jim McRea – until the project is approved it is only slightly tied up however it may be unethical to ask the buyer to expend those types of funds for the DDA.
- Mayor Carter – have no problem with it coming back to council
- Council Member Morgan – if developer wants to continue then he can bring it back.
- Kurt Wilson – does council want the DDA to be done and have concerns about that level of commitment without the funding committed?
- Council Member Taylor – did not hear anything in the discussion regarding our commitment per house, only total dollars. Want a commitment of our level of investment in low/mod and what we are or are not giving for the rest of the development. Not looking for a full DDA just more details and a commitment.

- Mayor Carter – if developer wants to come back then need more detail.
- Council Member Patin – want to be assured that the money we are spending will go toward low/mod homes and have a concern with the 20%

If developer wants to answer the concerns and bring back will be open to more discussions (Mayor Carter and Council Member Taylor,)

- Council Member Taylor – concerned with subsidizing additional homes that are not low/mod.

PUBLIC COMMENT

- No public comment presented.

DEPARTMENT AND COMMITTEE REPORTS

Infrastructure Committee

Members: Steve Morgan, Jerry Taylor, Craig Porter, James Sanders
Meeting: 2nd Thursday of the month at 5:00 p.m., Council Conference Room
Next Meeting: June 9, 2011

- Council Member Taylor – announced next meeting.

Quality of Life

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

- Council Member Patin – announced next meeting

City Organization

Members: Ron Carter, Jerry Taylor, Lois Beres, Christopher LeCornu
Meeting: 3rd Tuesday of the month at 5:00 p.m.; Council Conference Room
Next meeting: June 21, 2011

- Council Member Taylor – may be cancelled

Community Development Committee

Members: Steve Morgan, Jason Patin, Christopher LeCornu, James Sanders
Meetings: 1st Thursday of the month at 5:00 p.m.; Council Conference Room
Next Meeting: June 2, 2011

- Council Member Patin - Announced next meeting

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

Members: Ron Carter, Chip Holloway, Ron Strand
Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-McGee Center
Next Meeting: June 11, 2011

- Mayor Carter – announced next meeting

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway, Jason Patin
Meetings: 1st Wednesday of the month, 8:00 a.m.
Next meeting: July 6, 2011 and location to be announced

- Doug Lueck gave committee report
 - RACVB Executive Director Doug Lueck briefed Board members on the following items:
 - Mr. Rick Davis, Executive Director for Kern County Board of Trade retired May 20th; the RACVB attended Mr. Davis' retirement luncheon in Bakersfield. Mr. Davis will be available to assist with the installation for the Ridgecrest Area Interactive Kiosk Project.
 - On May 18th the RACVB along with Gary Parsons from the City of Ridgecrest attended the Friends of Jawbone meeting.
 - May 21st-May 25th Executive Director Lueck attended International Pow Wow in San Francisco; The U.S. Travel Association's International Pow Wow is the travel industry's premier international marketplace and the largest generator of USA travel. Debbie Corlett, Assistant General Manager of the Carriage Inn, Donna Rosenthal, a Ridgecrest based Professional Writer and Gil Zimmerman, Executive Director of California Deserts Tourism Association all attended and helped to promote Ridgecrest as a tourist destination. Pow Wow 2011 was very successful with a total of 49 pre-scheduled international travel professional appointments. RACVB provided a copy of research and analysis assembled by the U.S. Dept. of Commerce and the California Travel and Tourism Commission showing California's actual and projected international travel visitor volumes for a period from 2009-2014.
 - Lueck provided a copy of the June 2011 issue of Sunset Magazine which includes an article about Ridgecrest; the article was paid for with funds from the 2009/2010 Kern County Board of Trade Grant received by the RACVB, and the California Travel and Tourism Commission contributed matching

funds. The RACVB is receiving numerous inquiries and visitor information requests as a result of the article.

- May had 8 days of filming generating \$565,000.00 in film revenue.
- Next RACVB meeting: Wednesday, July 6, 2011, 8:00am, location to be announced

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

- NONE

CITY MANAGER/EXECUTIVE DIRECTOR REPORTS

- Kurt Wilson – congratulated graduates. Mr. Ponek is working on the sports registration next door.
- Mayor Carter – council member Taylors question regarding the kern county fire services.
 - Council member Taylor – want to discuss option of passing some charges to the residents.
 - Kurt Wilson – will be part of a larger discussion with Kern County as current contract is expiring.
 - Mayor Carter – council pleasure to take to committee or go to staff?
 - Kurt Wilson – reminder that staff is limited
- Council Member Morgan – send to city organization committee
- Council Member Taylor – just looking at what our options are, more in-depth knowledge to understand our options.
- Mayor Carter – bring to city org and leave to city manager for when it will be ready for the agenda.
- Council Member Taylor – other question is a breakdown of cell phones.
- Mayor Carter – MIS send the email out to council again.

MAYOR AND COUNCIL COMMENTS

- Council Member Patin – thanked the Auld’s for the armed forces day celebration they coordinated. Thanked Renee Westelusk for her efforts on redistricting. Congratulated Mike Lemming for new position with the Fairgrounds. Invitation for retirement to Command Master Chief Corkish. Recent Sacramento discussions regarding redevelopment agency and the electrical grid and transfer lines.
- Council Member Morgan - Command Master Chief Corkish is personal friend and with Mayor’s permission will be presenting proclamation and key to the city at the retirement. Congratulations to all graduates. Dan Brady SCE information received regarding the substation and LED lights. Asked everyone to be careful this summer driving, roaming desert. Take water and let someone know where you will be and when to expect you. Lastly, community development committee item regarding difficulties with individual business owners obtaining permits.

CDC committee to discuss getting information out to contractors and business owners. Amazed in the number of contractors and business owners who make changes to buildings without getting permits. Appears to be out of hand and want contractors and owners to be invited to the meetings to discuss the process. Many issues that appear to be inspector problems are actually caused by experienced contractors who do not go get a permit. Would like this on the following CDC agenda. Please consider community events. Museum and show coming up this weekend.

- Council Member Taylor – appreciate the Auld’s for their participation in the community. Banner program may be on the street lights as early as this weekend. Thanks to Mediacom for their assistance. Thanks to Renee Westelusk for support on the redistricting. Good discussions tonight, I am for development but don’t believe we should be ‘pocketing’ people. Looking for fair market in all developments. Appreciate staff for PMS system.
- Council Member Holloway – also appreciate the Auld’s for their work on the armed forces day event. Will try to go to Fresno and Stockton redistricting hearings. Understanding is the 23rd & 24th will be the first time we will see a map. Other issue is the Sacramento trip that Jason discussed. Referred to meeting with SCE a few weeks ago. When state of California decided to go with 20% by 2020 providers made it clear that cheaper cost for producing energy was natural gas. State agreed to take the public purpose charges to subsidize the difference between natural gas and solar or alternative energy. So if you want to produce the power you have to subsidize it yourself. Reason for not having motivation for providing the capacity. Working on concept to create a closed loop and other options. Committed to working around this. Regarding tonight’s development issue, frustration of restrictions with redevelopment projects creates unfair opportunities for those willing to develop these types of projects. Need to stop just looking at the investment and look at the tax increment return. Intended to pay for itself over the life of the RDA. Our problem is in the presentation and getting the message to the public. Other hot topic is pension formation for league agenda. In Sacramento had 7-8 assembly member presentations. All mentioned that on June 15 they don’t get paid. Believe we will get a budget by June 15 but there is a loophole.
- Mayor Carter – because cuts have been passed, cannot pass the budget and still get paid. Thanked Howard and Barbara for their work in the community. Also congratulate all the graduates. Thanked the citizens who came and gave comments and direction to council.

ADJOURNMENT at 9:31 pm

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of June 15, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of June 15, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

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

Action Date: July 6, 2011

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

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

**June 15, 2011
5:30 p.m.**

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

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

Motion To Approve The Agenda Was Made By Council Member Morgan, Second By Council Member Patin. Motion Carried By Roll Call Vote Of 4 Ayes, 0 Nays, 0 Abstain, And 1 Absent (Council Member Carter)

Council Member Carter Joined The Meeting

CLOSED SESSION – 5:30 p.m.

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

PUBLIC COMMENT – CLOSED SESSION

- No comments presented by public.

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REGULAR SESSION – 6:00 p.m.

- Pledge Of Allegiance
- Invocation – Rev. Warren Campbell

CITY ATTORNEY REPORTS

- Closed Session
 - Discussed Benz Item and will reconvene after the meeting to conclude closed session business.
 - Reported to public the outcome of recent arbitration ruling. Benz Franchise agreement will expire on September 2. Corrected information reported in the newspaper inaccurately. Spoke on the municipal code requirement for City Manager to act as arbitrator in customer disputes. Issues still in dispute between Benz and City include unpaid franchise fees. Reviewed future process to be followed in selecting a new solid waste hauler. Process includes public input. Recommendations from proposals will be published and public hearing will be held to receive input and plan to have hearing in next couple of months.

PUBLIC COMMENT

Opened at 6:28pm

- Roger Megan – owns and operates Ridgecrest sanitation. Received notice from wastewater of increase in dump fees. Would like to discuss with council to see if there is a more reasonable rate. Gave specifications of Lahontan requirements. New rates almost double the original cost. Who pays if truck isn't full. Comments on not being legal transfer station and Bakersfield rates are not as high. Asking for a break on the fees. Plants that charge rates are open 7 days a week which is not the case for our plant.
 - Kurt Wilson – assigned Mr. Speer to have someone get back with him.
- Manny Farmer – agree with Roger on the new wastewater rates. Gave comparison of rates from the past to current. Have to absorb the cost for dumping and pass onto the customers.
- Mr. Flannigan – concerned with the house next to his 317 Wilson St. was supposed to be torn down 7 years ago.
 - Jerry Taylor – sent photo to abatement officer and will follow up.
- Ann Poteet – distributed petitions to council and copy to clerk. Petition is to get builder doing construction on Rader Street between Sunset and Heather Ct. to repair the road correctly and complete the road and repair potholes. Street is incomplete between pavement and curb and is unsafe and creates auto damage. Originally filled in with gravel but has washed away. Presented ideas to clean streets thru community service or adopt a street. Also lawn services blow debris into the street, can council do something?

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- Gary Poteet – went with wife and received approximately 150 signatures on the petition. Asked if there is bonding requirements for contractor that would require they finish the job.
- Renee Westalusk – thanked everyone who attended Monday's redistricting hearing and spoke against the idea of reducing east kern supervisors from two to one. Gave date of next meeting in Bakersfield. August 2 board of supervisors will vote on proposed plans. Chamber has sample letter and instructions available and need everyone in city and east kern to write letters with specific reasons why we need to keep our current districts. Maps for first draft for federal and state offices, Ridgecrest was successful in getting our desires met. Maps to be out on July 7 and still need to write letters that we are happy with the lines and thank them for drawing the lines. Thanked council member Taylor for attending the Mojave meeting.
 - Steve Morgan – gave address to write letters to. acrowler@co.kern.ca.us
 . Recommended staff drafts a letter and forwards to appropriate person at the county.
- Barbara Auld – gave flyers on redistricting hearings for state and county. Need to maintain 2 supervisors in east Kern County. Send letters to every county supervisor who will be voting on the proposal to reduce the number of supervisors. We will lose what power we have if we lose one of our supervisors. What is determined will be in place for a long time until the next census and redistricting. Need to keep what we have and stay on top of this at both county and state levels. Don't want trickled down effect from the north
- Tom Wiknich – problem with Mediacom. Last Monday service was normal but on Tuesday did not have all the service. Was told to unplug the digital box and when I turned it back on it didn't work at all. After paying for service to come out and was told that many people with the digital boxes had more service than what they were paying for. Now is a direct TV customer because this many years later am being charged for a problem with their equipment.
- Howard auld – Congressman McCarthy here last Friday and had an arranged meeting for 10 minutes with him. Results were he already knew what we wanted to discuss which the city finances were. We asked for a meeting here in Ridgecrest where congressman will come and meet with specific staff and council. Challenge for city and been working on this for about 2 years and are reaching a point where we may see some fruition. Nexus between city and base and need meetings to strategies what needs to be done for what is asking for? Asking for meetings to be set up.

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CONSENT CALENDAR

1. Approve A Resolution Authorizing The Annual Sewer Availability For 2011-2012 Speer
2. Approve A Resolution Authorizing The Execution Of The Certifications And Assurances For The Public Transportation Modernization, Improvement, And Service Enhancement Account Bond Program Speer
3. Approve A Resolution Authorizing The Industrial Disability Retirement Of Sworn Police Sergeant Robert Obergfell Strand
4. A Resolution of the Ridgcrest City Council Authorizing the City Manager to submit and, if awarded, accept a competitive grant award of Prop 84 Statewide Park Development and Community Revitalization Program funds. Ponek

Items 1, 2, and 4 were pulled for discussion.

Motion To Approve Item 3 Was Made By Council Member Patin, Second By Council Member Morgan. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

ITEM 1 DISCUSSION

- Jason Patin – when was last time fees were changed?
 - Dennis Speer – over 10 years.
 - Jason Patin – 40 million dollar plant to build
 - Steve Morgan – once we have a plant to vote on the fees should be the same.
 - Jerry Taylor – infrastructure committee Dennis commented these fees were not adequate for the current plant.
 - Dennis Speer – financial plan for new facility model scenarios. In 10 years if we continue at current rate will be dipping into the reserves. Status quo was the same. Scenario for us to receive better credit rate we need to increase reserve and that was a different amount. Plan is a 3 tier over time increase to rates. They are waiting to make the presentation. Things are moving into the direction for them to make a presentation and recommendations.
 - Jason Patin – will move forward and when we know will make new decisions then.
 - Dennis Speer – prop 218 hearing required to raise the fees. Gave procedure for holding the hearing and if we do this won't be able to meet kern county deadline to get funds now.
- Jerry Taylor – looking at negotiating with the navy. Some of the fee structure is billed to the navy. Staff is moving forward.

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- Kurt Wilson – two issues are related
- Steve Morgan – every time we brought this item up, public came down and screamed and we did not raise the rates.

PUBLIC COMMENT – Item 1

- Dave Matthews – asked for clarifications on the rates for single family and multi-family.
 - Steve Morgan – gave response.

Motion To Approve Item 1 Made By Council Member Mogan, Second By Council Member Patin. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

ITEM 2 DISCUSSION

- Dave Matthews – wanted explanation of what we are accomplishing.
 - Dennis Speer – in order to apply for and receive funding under prop 1B there are certain documents required which includes certificates and assurances and also a single point of contact which will be the city manager. Program is broader. Right now there is no actual money, this is application only and if eligible and submit the appropriate documents then the sale of bonds for transit we could receive money from those. Eligible projects can be rehabilitation of transit center, new capital projects, modernizations and facilities, rapid transit improvements, or rolling stock. In our situation with the age and quantity of buses we are close to not meeting the requirements for spare ratio.
- Jerry Taylor – does this get us closer to deviated fixed route.
 - Dennis Speer – yes, we have 2 other pockets of money and combined should be able to obtain 3 buses to operate deviated fixed route. These buses are larger than current buses. May have to work up a budget adjustment because 29 foot buses won't fit into existing shop.
 - Jerry Taylor – would like report of what will be purchased

Motion To Approve Item 2 Made By Council Member Morgan, Second By Council Member Patin. Motion Carried By Roll Call Vote Of 5 Ayes, 0 Nays, 0 Abstain, And 0 Absent.

ITEM 4 DISCUSSION

- Kurt Wilson – pot of money we are pursuing. Didn't think we were eligible to apply but got creative and are now looking at applying. Firm agreed to write the application at no cost.
- Jim Ponek – short notice on this item. Been discussing for years and have gone back to past quality of life committee minutes to get ideas. Requesting the

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maximum of 5 million dollars. Handout includes photos of what we are hoping to accomplish if we receive the funding for an aquatics facility. HLA group is working on proposals and plans. will be coming to council will options for repairing or rebuilding the pool and this funding if approved will help us make decisions. Couple months away from a request to hire HLA group.

- Kurt Wilson – looked at this as an opportunity we would not ordinarily fund. In this case, because of the potential of having someone else fund it we chose to be creative and ask for a water park. This is not a number coming from long analysis. After conversations with consultant, the chance of receiving the grant is improved with a match.
- Jason Patin – looking at this from public view, makes sense to add matching if it helps get the money. Secondly, what are the costs to staff and maintain this type of facility and how are we going to pay for it?
 - Jim Ponek – that is coming in September from the consultant. Had a rfi with interviews and the selected consultant has been drafting the plans for the parks refit. If we win this funding then council will have the decisions for selecting the way it will be spent.
 - Kurt Wilson – to get these things answered requires more analysis than our current staff can do in-house. This was originally a dead idea but has been resurrected. Since this is grant funded, we are hesitant to contract the resources to do the in-depth analysis. If not successful in getting this money, did not want to be contracted to for the analysis services.
- Jason Patin – authorizing us to bid and accept so then would be required to spend on this type of facility.
 - Kurt Wilson – have not seen that level of documents.
 - Steve Morgan – for benefit of public, called Mr. Ponek and discussed this item. Told him to put his flak jacket, seat belt, crash helmet on. One question I have is that in discussion with Mr. Ponek, this is possible leverage of funds to tune of 6 to 1 if a project is constructed. We don't have to build a five million dollar project or any project but can be accepted for this grant and then reject it. Want people to understand what is going on. We set ourselves up for negative comments in the paper. Council talked about approximately \$800,000 in TAB funds to try and fix what we already have. In Mr. Ponek's opinion of the current facility, what should we do?
 - Jim Ponek – pool is in bad shape, coke machine blew circuit, electrical problems, and bathrooms are worn out. Even if we repair the pool it will still be an old facility with band aids. Need the new facility. Deck and diving boards are shot along with the shelters. Pipes underneath are going to go.
- Steve Morgan – we as a community, I believe, have stated that if we are going to consider anything with the pool, majority of community want pool to remain. Here is an avenue, if accepted, will obligate the \$800,000. Weigh that with the thought in mind that staff has looked at a creative way to build this complex. To have an avenue to use a grant and we would be able to decide what type of

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facility we would like. If we don't use it all then it goes back. Similar to kern COG projects for transportation. Amazingly, I put up a vote to close the pool which was rejected and received many comments from the public. Here is a way to meet the needs of the community and applaud staff for bring forward.

- Ron Carter – need to go with this, if we get it then good for community, if we don't haven't lost anything.
- Chip Holloway – agreed. Discussed leverage of 6 to 1. Conversation with carter, need to go after these funds. New ideas from staff and support the project.
- Jerry Taylor – prop 84 application is underserved needs and poverty level. Will this be built at current location? Income level is met but park level is too high. Frustrating thing is the commitment of \$800k and sending expectations that we will move forward if we get the funds. Surface area increase is about 3 times more than current so adding costs for chemicals and staffing. Did discuss closing the pool and am more amenable to taking care of our current pool rather than increasing costs for future maintenance.
 - Jim Ponek – new trend in national parks and recreation is going away from a single pool and building aquatics complex which could be open year round. Hopefully you are adding family areas, competition pool, and therapy area so tapping into new revenue sources which could go upward to quarter of a million dollars annually. If we can get close to that and keep expenses close to current then hop to propose that in the near future.
- Jerry Taylor – what is the status of our competition revenue now?
 - Jim Ponek – currently subsidizing about 80k.
- Jerry Taylor – The poverty level discussed in the application criteria. Does this imply that we will be giving away access to the facility?
 - Jim Ponek – there is a program that requires we allow open swim time at a lower rate.
- Jerry Taylor – application is due July 1 you are to hold meetings or are you saying those obligations were met thru quality of life.
 - Jim Ponek – we have minutes where these capital improvements were discussed and consultant agrees these met the criteria.
- Jerry Taylor – asked attorney about a vendor offering free services when we are about to outsource the grant writing. Does that make this consultant ineligible for future grant writing services?
 - Keith Lemieux – would have to look at our policies but since this is a consulting process don't see any obvious conflicts.
 - Kurt Wilson – pending RFP was a request of the city and not requirement. Council can select any vendor.
- Jerry Taylor – we are setting expectations to the public. Appreciate the staff creativity however there are other areas that have unmet needs that we could have applied for such as ball fields and basketball courts.
- Jason Patin – love our parks and pool and my problem is not the \$800,000 because it could be used to fix what we have. Problem is with creating a new park which will affect the future budget. If we approve at this point with just

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\$800k and if we do get the award, staff will have to prove that it won't affect the general fund in future.

- Jerry Taylor – this is only for construction.
- Jason Patin – also concerned with how, if awarded some funds then turn some back that is not used, will it affect future awards. Ok with approval now but want maintenance numbers and guarantee that it won't affect the general fund. Commend staff for thinking outside the box, just concerned with future impact.
- Steve Morgan – correct, over time if groups ask for funds and don't use it all it does damage the credibility. City gave funds back for a compressed natural gas station, then Rosamond did same thing. Over time those issues soften because most agencies have done it. They don't like it but in this case, if this council decides to build a smaller pool, then doesn't matter because the funds won't be available again.

PUBLIC COMMENTS – Item 4

- Tom Wiknich – this facility would be great and have never been against repairing the pool. Will this completely replace the current pool?
 - Jim Ponek – yes
 - Tom Wiknich – don't you have other facilities that you can use these funds for?
 - Jim Ponek – weren't prepared because this is short deadline. There will be numbers to look at in September. Can get numbers from other agencies for similar facilities.
 - Tom Wiknich – where did the numbers come from?
 - Jim Ponek – facility shown cost 5.1 million 2 years ago. Looking at a similar facility.
 - Tom Wiknich – application didn't require numbers?
 - Jim Ponek – these numbers were all they wanted.
 - Tom Wiknich – hope you don't have a bad result like the plants on Downs Street. Main concern is to have the numbers for operation and maintenance. Hope you have enough public meetings for input.
 - Jerry Taylor – gave Mr. Wiknich a list of TAB projects.
- Stan Rajtora – any possibility of an indoor facility?
 - Jim Ponek – have looked at this but the cost keep going up. Will price out an indoor and outdoor and a combo.
 - Stan Rajtora – if unmet needs is important, right now the base is the only indoor pool and don't know the availability. Many seniors would be very happy to have an indoor part. Operational costs are also a concern.
- Jerry Taylor – asked legal staff, checks and balances of the project. Checkpoint in the later part of the project before moving forward. If this is cost neutral, want something that we can afford to operate.
 - Keith Lemieux – don't want restrictions that contradict the application.
- Jerry Taylor – don't see this coming back until much later.

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- Jason Patin – when this comes back, are we obligated to spend the money if it doesn't wash? Can we adjust to what we can afford and give the rest back?
 - Kurt Wilson – will be coming back several times. Substantial input from council before moving forward.
- Jason Patin – we would have the ability at that time to decide how much money we will accept and spend.
- Jerry Taylor – really want this to be revenue neutral. Need the pool and fully support having it. This pool 'drown-safes' individuals with the red cross training.
- Jason Patin – inclined to vote yes to see if we can make it work without affecting the general fund.
- Jerry Taylor – make sure this pencils out before we award the contract.

Motion To Approve Item 4 Was Made By Council Member Morgan, Second By Council Member Patin. Motion Carried By Roll Call Vote Of 5 Ayes; 0 Nays; 0 Abstain; And 0 Absent.

10 minute recess and reconvened at 8:11pm

DISCUSSION AND OTHER ACTION ITEMS

5. Approval Of The Ridgecrest Redevelopment Agency Housing Set-Aside Project Proposal For Las Flores Homes By Metcalf West McRea

- Jim McRea – gave staff report on Metcalf West. Outlined conditions applied to proposal and agreed to by the developer. Reviewed backup provided in the agenda packet.
- Jerry Taylor – questioned deal points given to council at the meeting (copy on file with the city clerk) asked for clarification of paragraph one 'forgiving the loan'
- Jason Patin – developer has agreed. Don't know what we are going to require but some units will be required to have a covenant.
 - Jim McRea – 20% was recommended but all could be sold without the covenant and we would not get credit for them. Gave example of habitat for humanity lots as affordable housing but we can't count as low/mod housing with credits.
- Jason Patin – can we write it into the DDA
 - Jim McRea – yes
- Steve Morgan – think we aren't going to get over the hill on what some people will say about this program. One of my earlier concerns has been alleviated concerning if the developer defaults. If we move forward and developer can't sell the units, we buy back at what we sold it to him for and we move on to get the project finished by someone else. We talked about different methods, several members of public said we should use these funds for in-fill housing and at the time I asked how many projects we had before us to approve. In speaking with staff, because we have a development in the vicinity, this is actually in-fill

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projects. The no-win situation is we must spend the funds, just a question of which projects to spend them on. I encourage people who want to rehab homes, spot building homes. We have 43 homes ready to be built but no one to buy them. If someone wants to make these low incomes then I would be willing to help them. The issue is we don't seem to have a need to build homes, but that is the developer's choice. I believe we should move forward and consider all options as they come in. My concerns about protecting the city's interest have been addressed.

- Jason Patin – we have dedicated ourselves to meeting about how to commit those funds. My immediate concerns have been addressed so can move forward tonight. Still have major concerns that will be addressed in the DDA. This is far from over regarding what will be asked in the DDA.
- Jerry Taylor – one thing still not fixed for me, is more housing on an overheated market and subsidizing it.

PUBLIC COMMENT – item 4

Opened at 8:25pm

- Dave Matthews – are all 83 units going to be low/mod?
 - Jim McRea – will be within the limits of income set by HCD for Kern County. All the houses will be in the affordable category for low/mod income.
- Stan Rajtora – thanked staff for coming up with additional information. Would have been nice to have a day earlier. What is the subsidy per house that is actually being given? How much money is developer getting per home?
 - Jim McRea – if equally distributed would be approximately \$14,500. Total 1.2 million investments by agency and developer inputting the rest. City would gain approximately \$2 million in property sale and additional development and impact fee. School district would receive some and water district would receive about 400k-500k. Total almost 3 million returns.
 - Stan Rajtora – most fees would be the same if we were to in-fill. Same fees regardless of where the homes are built. True infill does not require new infrastructure that city would have to maintain. Comment from Steve about development is the choice of the developer but that is not entirely correct. Also majority of houses are in the low/mod range. Is city willing to give a 14,000 subsidy to any developer who wants to build a low/mod home?
- Mr. Atchison – is the developer and shared experiences during the process. Goal of Mr. Metcalf was to give back to community where he was raised. Had excellent meeting with Community Development Committee. Some requirements were unusual for a developer to provide such as corporate and personal financials and resumes. Asked to demonstrate bonding ability, bar schedules, other schedules and milestones. Continued to hear there was no market for this product. On market today from 150k-200k there is only one new

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home for sale. Housing has amazing affect on communities. It is a shot in the arm. My resume states I have built 1200 houses in Hawaii and we were able to staff hotels and Disney came in and is building a facility. Moderate income houses for young couples. When I moved here had to go to utilities and they required a driver's license. Was asked why I moved from Hawaii I said I was here to build new houses and they were all willing to get on board. Here are people who wanted the houses. At the hotel, spoke with a young lady age 20 who was new back to Ridgecrest. Born here and lived here for 14 years before moving to Arizona and have moved back because her child could ride a bike on the street. Safe environment. More than just the developer asking for your approval, many other people involved in this process. Approval tonight will employ many people and benefit from this project.

- Mark Sheehan – one owner of aspen homes incorporated and has been building homes in the Ridgecrest heights area for the past few years. Price range is between \$160k-\$185k. Submitted many applications and are trying to provide affordable housing. We would be interested in exploring this program. We have approved plans and come across people that the cost of the house is a big concern. This happens on a weekly basis and people need help getting into a home. Profit margins are down but there are people who are interested. Just wanted to introduce myself and learn more of this process.

Closed public comment at 8:42pm

Jerry Taylor – knows this makes sense for a lot of people but not ready to vote for it.

Motion To Approve The Ridgecrest Redevelopment Agency Housing Set-Aside Project Proposal For Las Flores Homes By Metcalf West Was Made By Council Member Morgan, Second By Council Member Patin. Motion Carried By Roll Call Vote Of 4 Ayes, 1 Nay (Council Member Taylor), 0 Abstain, And 0 Absent.

6. Discussion of Demand Warrant Register (DWR) Approval Process Taylor

- Jerry Taylor – asked for this item to be on for discussion as I felt we owed it to the citizens to be transparent. I personally would like to keep the DWR in the agenda. We are approving post-payment. Visibility when the reports become available.
 - Tyrell Staheli – explained the current check-run and purchasing approval policy and processes. Adopting the budget establishes the approval limits. At the time of the check-run, all purchases are put into form which is reviewed by the finance director. What council sees is the modified report which lists the vendors, items, department request, and amount.
 - Kurt Wilson – the printed version of the DWR happens at the end of the process. Council has pre-approved most purchases in the budget process and CAFR. The process is counterproductive and gave example of being told to build a building then after the work is completed not approving it.

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We will continue providing the paper copies to council and public and will be on file.

- Jerry Taylor – sometime during the year we approve the expenditures
 - Tyrell Staheli – budget approves the purchases then they are reaffirmed with the CAFR. Individual purchases over the established staff limits come before council.
- Steve Morgan – accountability on expenditures has to be made available to the public. I have been in Mr. Staheli's office numerous occasions and pointing to a line and saying 'what's this?' Understand that the expenditure is approved in the budget, however when I see an unusual purchase I want to know what it is. The public, many of whom read the DWR, I understand why they do what they do. How much staff time is taken to create this demand warrant?
 - Staff responded
- Steve Morgan – can we receive the electronic copy and make it available online so public and council can still look at it. Doesn't have to be part of the agenda unless one of us wants to make a point on it.
- Jerry Taylor – I have it electronically and use it regularly to highlight concerns and is a reminder for certain topics. A lot of information that is worthwhile. Reminder of what's going on with our purchases. Understand the concern about approving post-process.
- Jason Patin – agree with both fellow council members. I go thru it line by line. Don't care if it is on the agenda so long as I can get it and public can get it and discuss it with us as needed.
- Jerry Taylor – concerned that is an extra step for us to view.
- Ron Carter – support city manager.
- Jason Patin – can we put it on the agenda without approving it.
 - Kurt Wilson – that is the intent, to give it to council every other Thursday.
 - Tyrell Staheli – can do the same as police logs and post on city website. Council will receive the email list.
- Chip Holloway – supports electronic version.

PUBLIC COMMENT – item 6

- Speaker – preferred hard copy.
 - Wilson – city clerk and staff can provide hard copy as needed.
 - Taylor – city staff can put you on routing list electronically.

PUBLIC COMMENT

- No comments presented.

DEPARTMENT AND COMMITTEE REPORTS

Infrastructure Committee

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

- Jerry Taylor – will be Moving back to regular schedule. SCE Edison discussion of costs. Wastewater facility discussion held and will be continued until ready for full council. Next meeting will discuss schedule for that report. Initial report plan discussed. Discussed parcel tax for revenue for road maintenance. Article 3 and will be discussing Wal-Mart drainage at next meeting. New discussion of petition on Rader and Sunset. Did also discuss week abatement on medians and the idea of a cleanup day. Directed to Mr. Ponek, need to understand what we are going to do about weed abatement.
- Steve Morgan – staff is discussing the feasibility of a weed cleanup day.

Quality of Life

Members: Chip Holloway, Jason Patin, Craig Porter, Carter Pope
Meetings: 1st Thursday of every even month at 12:00 p.m.; Kerr-McGee Center
Next Meeting: August 4, 2011

- Jason Patin – did not meet but will meet July 20 at 12:00pm

City Organization

Members: Ron Carter, Jerry Taylor, Lois Beres, Christopher LeCornu
Meeting: 3rd Tuesday of the month at 5:00 p.m.; Council Conference Room
Next meeting: June 21, 2011

- Jerry Taylor – June meeting cancelled. May have meeting in July.

Community Development Committee

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

- Jason Patin – supposed to have a special meeting in late June. Will keep you posted. Committed to use these meeting exclusively for using the 20% set-aside funds. Want to get a solid plan and boundaries.

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

Members: Ron Carter, Chip Holloway, Ron Strand

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Meetings: 2nd Monday of odd numbered months at 6:00 p.m., Kerr-McGee Center

Next Meeting: July 11, 2011

- Ron Carter – not meeting this summer

Ridgecrest Area Convention and Visitors Bureau (RACVB)

Members: Chip Holloway, Jason Patin

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

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

- Jason Patin – has not met

OTHER COMMITTEES, BOARDS, OR COMMISSIONS

- Jerry Taylor – league of California cities committee meetings this week. Will be at the redistricting hearing tomorrow night.
- Steve Morgan – Kern Council of Governments meeting. Ron Brummett has submitted retirement papers. He began as a planner in Ridgecrest and moved up to kern COG. Because Ron has been an advocate for Ridgecrest we should be present. Also meeting with grand jury to discuss training of elected officials. Grand jury has asked the COG to provide training for elected officials in their area. Expect a list of resources that we can go to so we don't get ourselves in trouble. Will be attending Friday's committee meeting of environmental quality. Will be discussing smart meters, disposable shopping bags. Between noon tomorrow and midnight Friday probably won't get a response.

CITY MANAGER/EXECUTIVE DIRECTOR REPORTS

- Kurt Wilson – public safety committee meeting tomorrow. State has been working toward passage of budget. 2 bill packages to eliminate redevelopment agencies did pass both sides today. League is ready to file a lawsuit once the bill is signed by the governor. Council directed staff to initiate a series of town hall meeting outreach plan to discuss the trash situation and get input based on the recent arbitration ruling.

MAYOR AND COUNCIL COMMENTS

- Steve Morgan – city manager just talked about public input pertaining to trash. Council has kept the comments and notes received from public during this process. Any non-profit organization who meets next week and would like me to attend to discuss this issue, give me a call. Asked paper for Tuesday June 21 7:00 a.m., at the grape leaf will hold a breakfast with me for the opportunity to receive comments for a trash program. It took 2 days to go from spring to summer in Ridgecrest. Want to promote the July 4 celebration put on by the

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lions club for the past 16 years at the fairgrounds. Fundraiser bingo coming up, encourage everyone to attend or donate. Thanked public participation. Have a safe and happy 4th of July holiday.

- Jason Patin – asked to attend the breakfast with Morgan and any other public meetings. Would also attend the ones with Mr. Wilson. Thanked Renee for all her work on the redistricting information. Congratulations to new district commander at the base and applauded Command Master Chief Corkish. Congratulations to all the graduates. Want to thank and congratulate Sergeant Obergfell who grew up in this community and has served us for a number of years.
- Chip Holloway – added congratulations to Sgt. Obergfell. Wish him the best. Redevelopment agency, constitutional obstruction.
- Ron Carter – thanked teachers for hard work. Happy about working with citizens to get trash program they want.
- Jerry Taylor – public can contact 760-499-5004 for information about the trash town hall meetings and listen to radio and read paper. If chambers is available, Thursday June 23, 7pm. Council chambers asked for media stream. Appreciate everyone who came down to talk to us, also ask staff to get with code enforcement officer about the property mentioned by Mr. Flannigan. Understand why council voted why they did and hope they understand why I voted the way I did.

ADJOURNMENT

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Minutes of the Regular City Council/Redevelopment Agency Meeting of June 23, 2011

PRESENTED BY:

Rachel J. Ford, City Clerk

SUMMARY:

Draft minutes of the Regular Council/Redevelopment Agency Meeting of June 23, 2011

FISCAL IMPACT:

None

Reviewed by Finance Director:

ACTION REQUESTED:

Approve minutes

CITY MANAGER 'S RECOMMENDATION:

Action as requested:

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

Action Date: July 6, 2011

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

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

**June 23, 2011
5:00 p.m.**

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

CALL TO ORDER – 5:30 p.m.

ROLL CALL

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

ABSENT: Council Member Steven P. Morgan

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

APPROVAL OF AGENDA

Motion To Approve Agenda Made By Council Member Patin , Second By Council Member Taylor . Motion Carried By Voice Vote Of 3 Ayes, 0 Nays, 0 Abstain, 2 Absent (Council Member Morgan, Holloway)

PUBLIC COMMENT (*Closed Session Items Only*)

- No comments were presented by the public for closed session items.

CLOSED SESSION – 5:00 p.m.

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

GC54956.9 Conference With Legal Counsel, Potential Litigation – Public Disclosure Of Potential Litigant Would Prejudice The City Of Ridgecrest

GC54956.9 Conference With Legal Counsel, Potential Litigation – Public Disclosure Of Potential Litigant Would Prejudice The City Of Ridgecrest

SPECIAL SESSION – 5:30 p.m.

- Pledge Of Allegiance
- Invocation

REPORT OUT OF CLOSED SESSION

No reportable action

PUBLIC COMMENT

- Christina Witt – read article that Coles is interested in coming to Ridgecrest. Encouraged City to work with business to fill the existing empty buildings before allowing new buildings to be erected.
- Dave Matthews – agreed with Christina and asked council to change their policies regarding new buildings.
- Barbara auld – made comments on redistricting and the threat of current 2 district supervisors being reduced to 1 supervisor. Asked community to show support for keeping 2 supervisors. Reminded that changes made now would not be changed again for 10 years. Provided forms to be used when contacting the redistricting committee. Also announced the new Optimist Club which chartered today in Ridgecrest and noted the good turnout. Comments that the club is a strong supporter of the youth in our community.

CONSENT CALENDAR

1. Approval Of A Resolution Authorizing The City Manager To Sign The Agreement For HUD's Urban County Qualification Renewal - Kern County Programs Wilson
2. Approval Of A Resolution Approving By Reference And Authorizing Execution Of An Extension Of The Memorandum Of Understanding With The United Food And Commercial Workers (UFCW Local 8) To July 31, 2011 Wilson

3. Approval Of A Resolution Approving By Reference And Authorizing Execution Of An Extension Of The Memorandum Of Understanding With The Police Employee Association Of Ridgcrest To August 31, 2011

Wilson

Item 1 removed

Motion To Approve Item 2 & 3 Was Made By Council Member Holloway , Second By Council Member Patin. Motion Carried By Voice Vote Of 4 Ayes, 0 Nays, 0 Abstain, 1 Absent (Council Member Morgan)

Item 1 discussion:

- Council Member Taylor – would like a summary are there any changes?
 - Jim McRea – intent is for city to declare their intent to participate. Annually we operate with the county so determination is made every 3 years. 5 year program of how anticipated funding will be allocated. 5 year program due next year for approx. \$168,000 per year. Has to be approved by county because county does reporting and tracking. This just declares our intent to cooperate with the county. Money is fed to county then redistributed on population and miles of road. Don't know how much will receive annually until the year is done. Similar to gas tax. Is in our best interest to work with the county. If you deal directly with HUD are locked into a 7 year cycle which criteria changes annually with different benchmarks. Competitive grant.
- Council Member Patin – this is the last year of our 5 year cycle?
 - Jim McRea – correct. Can only go to HUD every 7 years if you don't participate with county. Strictly competitive with no guarantee of funds.

Motion To Approve A Resolution Authorizing The City Manager To Sign The Agreement For HUD's Urban County Qualification Renewal - Kern County Programs Made By Council Member Holloway, Second By Council Member Taylor. Motion Carried By Voice Vote Of 4 Ayes, 0 Nays, 0 Abstain, And 1 Absent (Council Member Morgan)

DISCUSSION AND OTHER ACTION ITEMS

4. Discussion With Members Of The Public Regarding Future Solid Waste And Recycling Services **Wilson**

- Kurt Wilson – gave review of the solid waste and recycling services and regulations. AB939 creates benchmarks for recycling. History of the process over the past two years and PowerPoint presentation of suggestions received to date regarding provisions for a Request for Proposals and the new franchise agreement.

- Jerry Taylor – appreciate council and staff participation in these events
- Jason Patin – looking to get this right this time so if we are missing something then let us know.

PUBLIC COMMENT/SUGGESTIONS

- Travis Johnson – read prepared statement regarding ease of recycling and outlined a process he uses to recycle. Recommend giving options for curbside, self haul. Recycling center provide verification.
- Christina Witt – suggested educating public on recycling locations. Keep service list simple in the RFP, let the hauler tell us what they can do for us. Recapped list and noted these provision should be in the agreement, not the RFP. Without list may get more options and better rate. Stated Benz has a MERF so other haulers would be more expensive for recycling since they would have to build a MERF.
- Bridgett Ware – recycling question of why Ridgecrest only and no the outlying areas.
 - Kurt Wilson – responded.
 - Bridgett Ware – would like to see vacation hold
- Marty Wigton – came from Nashville Tennessee who has mandatory recycling on a quarterly basis can put large items out for recycling. Don't think the contract should be 30 years. Building a recycling center creates jobs in the city. Bills should not go up when hauler is making money off the recycling.
- Jack Noyer – would like to see a quarterly Hazardous Waste pickup for paint, etc. Also a clear and concise outline of what we need the new hauler to do. Keep it simple. Comments regarding the state of California creating the issue. Applaud Mr. Benz for trying to do the job the state tasked him to do. Question about water waste for cleaning out recycling items.
- Tom Wiknich – Local Assistance Plan we have, is it still in effect?
 - Kurt Wilson – requirements are still in effect but the date has changed.
 - Tom Wiknich – consider how you will evaluate the proposals. In the interest of fairness and transparency, to avoid lawsuit by the losers of the bid, create a methodology with fairness and transparency. Want to see a full and open competition and the criteria used and be public, transparent, and fair by the people who do the evaluation. Moving forward which is great.

- Dave Matthews – in thinking of process we are rushed again. If another hauler besides Benz bids, Benz is the only one in town with the equipment and will still be operating franchise in the county. Other new vendor would not have equipment so will take awhile to get established and city must ensure that it is in place to start hauling on September 3. Have the opportunity to put specific options for handling recyclables into the agreement.
- Joe Conway – can recycler and hauler be separate?
 - Kurt Wilson – council discretion but is possible.
- Gerald Houser – several elderly living in trailer park with very few recyclables and cockroaches. Asked that seniors have option of having bins per row rather than each home. Also if bin is damaged or stolen the cost is expensive for the individuals to replace the bin. Can local hardware store stock bins of the same standard to be purchased at a more reasonable price and individuals be responsible for their own bin replacement? Current bins have serial numbers and records are not kept accurate. Also contract should be legible for a layperson, understandable to average individuals without the legal terms. Last contract no one agreed on either side.
 - Council Member Taylor – individual carts.
- Ray Taylor – is this the same path as last time with council setting standards for recycling? Need a franchise hauler only, not something in-between. Let haulers control and let community control the recycling.
 - Council Member Taylor – commented on different options for public, voluntary program, many different ways to provide service but want to understand what way the public wants us to go.
 - Ray Taylor – mandatory thing was flawed.
 - Council Member Taylor – residential program will be voluntary recycling. What kinds of services do citizens want into the contract, such as bin sizes, rates for seniors,
- Diane Grattaroti (telephone) – what we had worked, makes the contract simple and let the hauler tell us what they can provide. Make sure city ordinance is correct and in place before the RFP is written.
- Carol Vaughn – would like to see the contract before it is signed and secondly commercial was almost as big a mess as residential. Bins for multi-family became unmanageable. Let business people decide what works for their property, if it doesn't work then might have to look at regulating.

COUNCIL COMMENTS

- Council Member Taylor – appreciate everyone’s participation. Asked city manager to give process from this time forward.
 - Kurt Wilson – will compile listing to provide to agency currently writing the RFP and a draft agreement sample will be part of the RFP. Ultimate decision will be council after the evaluation process.
 - Council Member Taylor – what is opportunity for public to view the RFP?
 - Kurt Wilson – comments were understood that public wanted to view the contract before council signed. Anticipate the RFP being ready before next council meeting.
 - Council Member Taylor – will be see it or get public testimony?
- Council Member Holloway – surprised that nobody has suggested terms, length or rate in the contract. Confusion between contract and ordinance. Ordinance is flawed. Met with Cal Recycle last Thursday, commercial is going to be mandatory statewide. Have to get the ordinance done before doing the RFP. Cal Recycle impressed with the consultants we are using to draft the RFP. Concerned with the September 2 deadline, very qualified vendors who should have the opportunity to bid on this RFP. All council has been watching options in other areas, interested in the blue bag idea but wasn’t good in reality. Want to see what other trash contracts are like in other areas. nothing new on the suggestions but still go back and review. Ordinance needs revamped, need acceptable level of service and better rates.
- Council Member Patin – need to learn from the mistakes, act quickly but not rush it. We were prepared to move forward regardless of the ruling by the arbitrator because of the work that Mr. Wilson and staff have done. Move forward and get it right. Unfortunate that Benz was caught in the middle, hoping Benz bids on the contract and they deserve an equal evaluation. Looking forward to getting this done. Council tried to come up with an agreement with Benz. Think these are proper first steps, have a list of what public wants, council is listening, may not get everything but want to come up with something reasonable for majority.
- Mayor Carter – thanked public for responding, calling, writing, attending forums, and public comment. Appreciate staff and consultants. Thanked Stan Rajtora for his input.

PUBLIC COMMENT (2)

- Tom Wiknich – will RFP be posted on website and media?
 - Kurt Wilson – yes.
- Gerald Houser – feel hauler should not reap profits from the recyclables.
- Manuel Farmer – has attended all meeting with council regarding Benz. Local Assistance Plan requirement was for council to provide education for the public which council failed to do. If council had done the outreach program the public would not be confused.

- Jack Noyer – comment to chief of police. Was uncomplimentary of the citation program which was said out of stupidity. Has since found out that other factors impact the police and schools ability to educate youth on drugs. Recently home was burglarized and car was burglarized. Commend the police department, officers very professional and courteous. Everybody thru entire process was professional and chief should be commended for his leadership. Thanked chief personally.
- Gene Snyder – when cal recycle determined recycling numbers, they only checked trashcans. There is a Ridgecrest recycle program which takes in many items and recycles them. Asked if cal recycle would reconsider the types of recycles they count.
- Howard Auld – still in the mandate to reduce the level of waste going into the landfill and city could be fined \$10,000 per day if we don't meet the mandate.

Mayor Carter – thanked everyone for their testimony and participation.

ADJOURNMENT at 7:19 pm

Rachel J. Ford, CMC, City Clerk

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CITY COUNCIL/REDEVELOPMENT AGENCY/FINANCING AUTHORITY AGENDA ITEM

SUBJECT:

Discussion Of And Minute Motion By The Redevelopment Agency/City Council/Financing Authority For Appropriations From The Ridgecrest Redevelopment Agency Tax Allocation Refunding Bonds; Series 2010 (TAB) And Authorizing Staff To Begin Implementation On Specific Projects Relating To The Old Town Enhancement Program.

PRESENTED BY: James E. McRea

SUMMARY:

The Agency / City Council / Financing Authority, at the regular meeting of April 20, 2011, received recommendations for the implementation of cycle 1 of Tax Allocation Bond (TAB) Projects for 2010-2011 relating to the Old Town Enhancement Program. Three projects were recommended to move forward from the list presented at that meeting. These projects are:

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

The Request for Proposals for two Branding concepts are presented and attached for review and will be circulated prior to Agency action but reflect the interest of the Old Town Action Plan (OTAP) Committee.

ATTACHMENT A:

- A. Downtown (Old Town) Ridgecrest Branding Report
- B. City of Ridgecrest Branding Report

Staff is preparing the purchase documents of Banner Pole Brackets from Sierra Display in Fresno for half of the estimated 50 poles on Balsam St., Ridgecrest Blvd., and China Lake Blvd.. They are sole sourced due to the nature and design of the brackets for wind loading and adjustment capabilities.

The third project is the Balsam St. Wednesday Market. Old Town Action Program (OTAP) and Mr. Allen Alpers have developed and recommend approval of the attached Business Plan.

ATTACHMENT B

The Balsam Wednesday Market Business Plan

Projects may be modified, amended, and substituted from those listed in the Official Statement by City Council/Agency action and TAB funds are anticipated to be expended within a three year period beginning in the 2011-12 fiscal year.

FISCAL IMPACT: NONE

Reviewed by Finance Director

ACTION REQUESTED:

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

CITY MANAGER / EXECUTIVE DIRECTOR RECOMMENDATION:

Action as requested:

Approval by way of minute motion for appropriation of tax allocation bond funds for the three projects presented.

Submitted by: James McRea
(Rev. 6-12-09)

Action Date: 07-06-11

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City of Ridgecrest
Community Development Department
100 W. California Avenue
Ridgecrest, California 93555
760-499-5063
www.ci.ridgecrest.ca.us

REQUEST FOR PROPOSALS

- A. Downtown (Old Town) Ridgecrest Branding Report
- B. City of Ridgecrest Branding Report

Background:

Two proposals are requested from consultants and/or individuals with extensive experience in developing brands that capitalize on a community's assets and unique attributes to positively impact all aspects of the local economy. One proposal will include a *Downtown Ridgecrest Branding Report*, (also known as Old Town). The second proposal will include an entire *City of Ridgecrest Branding Report*.

While separate brands are anticipated for each entity, it is assumed that there will be some common threads between the brand ultimately established for Downtown Ridgecrest and the City of Ridgecrest as a whole. While it is desirable for the City to proceed with both projects concurrently, the consultants are requested to submit two independent proposals, with separate funding provisions that may be undertaken in two separate phases as well as a third combined proposal. However, proposals should also include one scenario whereby both projects are carried out concurrently, presumably with a cost savings to the Ridgecrest Redevelopment Agency (sponsor of the Branding studies).

The City is soliciting consultants to assist in preparing a comprehensive branding initiative and is in need of a qualified consulting firm with experience in market research, strategic planning, municipal identity/branding – including logo development and graphic standards, creative, collateral, interactive marketing, promotions and recommendations for implementation.

Downtown, (Old Town):

The City of Ridgecrest is in the process of creating an *Old Town Action Plan* on behalf of the community's Downtown area. It has become clear to the members of *the Old Town*

Action Plan Committee that it is highly desirable to complete a community based Branding program in order to maximize the effectiveness of the *Old Town Action Plan*.



Old Town Action Plan Scope of Work –

When Old Town was established as the business and commercial center during the 1950's there were only about 3,000 residents living in Ridgecrest. Greater Ridgecrest has grown to an urban community with a population of 30,000 today. With this growth there has been some problems and concerns associated with the City's Central Business District.

The purpose of the *Old Town Action Plan* is to establish a blueprint for the revitalization of the Ridgecrest Old Town area and make it an inviting place for visitors and residents.

The *Old Town Action Plan* is intended to guide growth and development and create recommendations for a preferred style of streetscape, signage and landscaping within the Old Town area. This will encourage development and improvements which display the community's vision for Old Town. It will provide a plan for the revitalization of downtown Ridgecrest.

The *Old Town Action Plan* is a means of facilitating and prioritizing improvement projects, providing criteria to evaluate future development proposals and land uses, and enhancing the historic buildings within Old Town. Any recommended design criteria is not intended to restrict creative solutions; the *Old Town Action Plan* shall include recommendations for both public and private property improvements, and it cannot be finalized without both parties investing in the future of Ridgecrest as a whole.

The *Old Town Action Plan* shall focus on improving the appearance of Ridgecrest Blvd. between Norma St. and China Lake Blvd. and Balsam Street between Argus Avenue and Ridgecrest Blvd. A revitalized Old Town should include attractive streetscapes, pedestrian improvements, public plazas, attractive building facades, and a mix of both commercial and residential (mixed) uses.

Spearheading the redevelopment process is the Ridgecrest Redevelopment Agency, which works toward the revitalization of Old Town. In order to maximize the talents and enthusiasm of Old Town advocates, the *Old Town Action Plan* formulation, review and approval process shall include participation from City staff, Old Town merchants and property owners, Chamber of Commerce representatives, Planning Commissioners, RRA Board of Directors and the public at large. The fundamental objective of this planning

process is to ensure a program that encourages good design, promotion and community pride in Old Town; Ridgecrest's historic and cultural heartland.

Old Town Action Plan Vision Statement –

For the citizens of Ridgecrest and the Indian Wells Valley the *Action Plan* places one guiding principle above all others in importance: The preservation and extension of the pedestrian-oriented character of the Downtown center, and the fostering of programs and policies which will intensify the social and cultural activity that defines this environment.

Old Town, like the central business districts of virtually all American towns and cities, has faced a changing relationship with more suburban commercial locations. It has been transformed by a demographic shift from its former role as the sole commercial center, serving and supported by an adjacent resident population, to that of a symbolic center, to which more distant auto-bound residents and visitors travel in order to experience its amenities and the enduring charm of its unique character.

The *Action Plan* will seek to reverse this tide of decentralization by encouraging the incubation of vital, well-integrated, commercial and retail uses, (including mixed-use commercial/residential development, of which housing, with its after-hours population, will be a key component). Incentives, instituted through creative zoning and other ordinance modifications, may encourage other desirable commercial and cultural uses, which will also draw people and a heightened intensity of activity to Downtown.

The *Action Plan* builds upon the qualities that make Ridgecrest unique. Through a policy combining preservation of the most significant buildings with the enlightened, planned development - or redevelopment - of underutilized lots, blocks, and vacant areas in the Central business District, the Old Town area should be able to enjoy a new era of increased vitality.

The Old Town study area should include a coordinated plan that includes landscaping, continuous street parking, enhanced pedestrian and bicycle infrastructure and enhanced pedestrian bulb-outs and gathering areas acting as a catalyst to encourage improvements to privately owned facilities. The *Action Plan* is explicit about the kinds of development and programs necessary to encourage and support revitalization. Enacting the means to implement these programs will be equally essential to achieving the goals and objectives of this plan.

Developing a Downtown Branding program will be essential for the completion of the streetscape program or the implementation of appropriate pedestrian linkages to and from Old Town. Activities encouraged for Downtown should be those that draw people to its sidewalks, shops, and USO Auditorium.

Ridgecrest Citywide:

The City of Ridgecrest is interested in undertaking a Branding program on behalf of the entire City as well as for the Downtown. This citywide Branding effort may or may not

be conducted simultaneously with the program for Downtown Branding. It is acknowledged that, while separate Brands may emerge for the Downtown and entire City, successful Branding programs will compliment each other.



City of Ridgecrest History –

In 1943 the Naval Ordnance Testing Station was established at the Inyokern Airport, which was then called Harvey Field. Following the end of World War II, Harvey Field was deactivated and NOTS aviation operations were transferred to the new Armitage Field at China Lake. Thousands of construction workers, military men and their families settled in the area between the mid to late 1940s, causing a housing boom in the area. In 1943, Ridgecrest had grown to 15 homes and 96 residents. By the 1950s, the population of Ridgecrest exceeded 5000. This population boom led to the development of numerous businesses and facilities, including the Ridgecrest Community Hospital. In 1963 the City of Ridgecrest incorporated.

Through the following decades, the City was highly impacted by the changes in NOTS, later China Lake Naval Weapons Center (NWC) and now the Naval Air Weapons Station (NAWS) China Lake. Today, the City still shares an integral symbiotic role with China Lake, providing housing, and community services for the installation. Located in the northeast corner of Kern County, Ridgecrest sits at the edge of the Mojave Desert in the Indian wells valley and is surrounded by four mountain ranges. With a population of approximately 28,000 Ridgecrest is the county's third largest city.

City of Ridgecrest Economic Base –

The City of Ridgecrest is fast becoming the regional retail center for Eastern Kern, Inyo County, and portions of San Bernardino County with the introduction of several new, big-box retailers and its position as the largest community in the region. Ridgecrest is well-positioned to continue its retail expansion. In addition to the added retail, economic indicators have greatly improved in the last couple of years.

Ridgecrest's workforce currently has an approximate two to one ratio of white collar (managerial/professional) jobs to blue collar (industrial/service) jobs, respectively. With sustained employment at NAWS China Lake, growth in research and development professional occupations as well as support/ service jobs are envisioned to continue. Ridgecrest boasts many more hotel and motel rooms than cities of comparable size primarily due to the demands generated by the Naval Air Weapons Station and secondarily from tourism.

City of Ridgecrest Employment –

The Navy is the largest employer in the Indian Wells Valley, providing a significant economic thrust for the Valley and adding to the economic base of surrounding communities. China Lake provides direct employment for 767 military personnel and 3,388 civilians. Additionally, the installation provides employment for over 2,400 contract civilians, located both on the installation and off site. Direct employment at the installation is more than the combined total of the other nine employers that make up the top ten in the City. In addition to being the largest employer in the area, the spin off employment from visitors, contractors, and supply purchases is significant.

Content of Proposals:

The proposal should address the following items:

A. Downtown Ridgecrest Branding Report Proposal Overview

A-1. Scope of Services:

Under the contract to be awarded through this RFP, the City of Ridgecrest Redevelopment Agency, (RDA) seeks to have a strategic assessment of the "brand" and recommendations for conducting a sustainable branding campaign. The RDA requires a professional, experienced organization to analyze, conduct and interpret research as well as demonstrate extensive experience with creating destination brands. Our goal is to identify a clear, strong brand identity that represents the varied economic sectors of our collaborators with variations for business and visitor recruitment.

The strategic assessment and recommendations would consist of the following principle areas:

- Develop clear understanding of the current brand awareness of Downtown Ridgecrest and identify existing challenges and opportunities.
- Develop a comprehensive profile of our current and potential markets.
- Facilitate surveys of key constituents.
- Review of funding methods being used or potentially available to finance a long-term branding campaign.
- Facilitate in crafting the destination brand based upon results and visioning.
- Participate in the delivery of research results including, a logo, fonts, colors, textures and slogans
- Recommend steps for measuring success of the branding process.
- Recommend additional information and augment research as necessary.

A-2. DELIVERABLES

- Report outlining significant meetings, discussions, actions and results.
- Methodology of garnering input for Downtown Branding, (groups, etc).
- Recommended positioning, logo and brand guidelines.
- Implementation plans for brand identity applications and brand identity maintenance plan.
- Estimated costs/budget associated with the implementation process.

- Presentation of the proposed brand identity including the elements listed above.
- Final written and graphic report outlining the elements listed above.

B. Ridgecrest Citywide Branding Report Proposal Overview

B-1. Scope of Services:

Under the contract to be awarded through this RFP, the City of Ridgecrest Redevelopment Agency, (RDA) seeks to have a strategic assessment of the "brand" and recommendations for conducting a sustainable branding campaign for the entire City. The RDA requires a professional, experienced organization to analyze, conduct and interpret research as well as demonstrate extensive experience with creating destination brands. Our goal is to identify a clear, strong brand identity that represents the varied economic sectors of our collaborators with variations for business and visitor recruitment.

The strategic assessment and recommendations would consist of the following principle areas:

- Develop clear understanding of the current brand awareness of the City of Ridgecrest and identify existing challenges and opportunities.
- Develop a comprehensive profile of our current and potential markets.
- Facilitate surveys of key constituents.
- Review of funding methods being used or potentially available to finance a long-term branding campaign.
- Facilitate in crafting the destination brand based upon results and visioning.
- Participate in the delivery of research results including, a logo, fonts, colors, textures and slogans
- Provide a remake of the City's official website.
- Recommend steps for measuring success of the branding process.
- Recommend additional information and augment research as necessary.

B-2. DELIVERABLES

- Report outlining significant meetings, discussions, actions and results.
- Methodology of garnering input for Citywide Branding, (groups, etc).
- Recommended positioning, logo and brand guidelines.
- Implementation plans for brand identity applications and brand identity maintenance plan.
- Estimated costs/budget associated with the implementation process.
- Modification of City's Official website to be consistent with approved City Brand
- Presentation of the proposed brand identity including the elements listed above.
- Final written and graphic report outlining the elements listed above.

C. Qualifications and References

Provide a statement of your qualifications and training. Identify your firm's capability and experience on similar assignments. Include a description of the firm, its organizational structure, the location of the principal offices and the location of the office that would manage this project. List three recent clients for whom similar or comparable services have been performed. Include the name, mailing address and telephone number of their principle representative.

D. Project Team

List the key personnel who will work on this project and their individual responsibilities on this assignment. Include the extent of each person's participation and their related experience (resumes should be included in an appendix). Indicate the approximate percentage of the total work to be accomplished by each individual.

E. Proposed Budget

Define the total estimated contract amount on a time and materials basis, with a "not to exceed" figure. The cost information provided will help to indicate your understanding of the scope of the project. Include the following:

- Cost to Accomplish A. Downtown Ridgecrest Branding Report;
- Cost to Accomplish B. Ridgecrest Citywide Branding Report;
- Cost to Accomplish A. and B. (above) if undertaken concurrently;
- The estimated material and labor hours for each position classification required to accomplish each task and a current fee schedule including each position classification; and
- The time duration required to accomplish each phase of the work.

F. Number of Copies

Mail five hard copies and one electronic copy of your proposal by _____, 2011 to:

Matthew Alexander AICP, City Planner
City of Ridgecrest
100 W. California Avenue
Ridgecrest, CA 93555
malexander@ci.ridgecrest.ca.us

G. Evaluation Criteria

Selection of the most qualified consultants will determine the final contract award and be based on:

- Understanding of the scope of work as evidenced by the proposed outlined;
- Competence, technical ability and related experience;
- Quality of the related experience;
- Responsiveness to the Request for Proposal; and
- References.

Thank you for your consideration. If you have any questions regarding preparation of this proposal, please call Matthew Alexander at 760-499-5063 between 8:00 AM – 5:30 PM Pacific Time.

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The Balsam Wednesday Market

(BLUE PRINT)
BUSINESS PLAN





BALSAM WEDNESDAY MARKET
Ridgecrest, California

June 30, 2011

SECTION 1: THE BUSINESS PROFILE

Executive Summary:

A. Proposal: Establish and manage a seasonal outdoor market in the late afternoon and early evening on the commercial downtown district of Balsam Street.

B. Mission: Provide a seasonal vendor/farmers market on Balsam Street to:

1. Encourage and stimulate commerce on Balsam Street and general *Old Town* Area by creating a community event to draw the public.
2. Increase foot traffic and visits to the downtown area
3. Impact Balsam Street businesses in a positive way
4. Create and economic opportunity for certified farmers, small vendors, crafters and artists, and at-home businesses by providing an affordable venue to market their products
5. Incubate small businesses
6. Develop Community Support & Participation
7. Create a fun, social, recreational venue to foster community pride and fellowship

C. Description:

1. Event is to be **seasonal**. Adjustments to be made to the season as lessons are learned
2. Market will be held from **5:00 p.m. to 8:00 p.m. every Wednesday** afternoon/evening during the season.
3. Market set up time, beginning with block **closure**, to begin at **4:00 p.m.** on event Wednesday.
4. Initial market location and street closure will be for the **Balsam Street, between French and Station Streets (2 Blocks)**. Market may grow to expand in either a north or south direction as events dictate.
5. **Season:** Late August thru October 2011 initial season followed in Spring of 2012

***General basic principles** of the Community Event and Farmer's Market as presented to the City Council/Redevelopment Agency/Financing Authority as Item #5, Agenda of April 20, 2011.

Management:

A. The market will be managed by a yet-to-be-established Non-profit organization, set up specifically to administer the market. Since City monies are needed to establish the market, it becomes self-evident the beneficiary will need to be non-profit organization established with this community interest as its mission. Such an organization ensures appropriate oversight by a community-minded Board of Directors.

B. A board of Directors of a California Non-profit will need to be established. Positions minimally needed include a President, Vice President, Treasurer and Secretary.

C. The manager of the market will be a Director, selected by the Board of Directors. The director should initially be a part-time position to minimize start-up costs. It is suggested that a staffing company handle the employment requirements and salary and deductions (full or part-time) as needed.

D. Location/Office space: Balsam Street office space is recommended for oversight and administration accessibility to the market location

*** Office space is available at the 139 Center on Balsam Street in a Gross Lease term - RECOMMENDED**

SECTION 1: THE BUSINESS PROFILE

Plot Plan:

A plot plan is required by the KC AgDept when filing to become a farmer's market.

*TBD: A plot plan is to be developed spanning the Balsam blocks from French to Station Streets.

A. All plots for general vending will be offered as a chalked area, **10 feet x 10 feet**.

B. Farmers, who participate for free, may be offered larger concession area if deemed necessary for successful presentation of their product.

C. Number of 10x10 vendor spaces available for two-block market:

128+ food court

French/Panamint – **68** with two back to back in middle of street

Panamint/Station – **60** with two back to back in middle of street

Intersection Balsam and Panamint roughly **50x50 feet for food court/stage**

Sanitation Facilities & Market Area Clean up:

Sanitation will be needed for the market if farmer's products, food, beer and wine are sold. KCEHD requirements are that restrooms be available within 200 ft of food service. Hot water is also a KCEHD condition of the market as planned.

Preliminary discussions are that the restrooms in the 139 Center on the corner of Balsam and Panamint Street are available for a small remuneration to cover the cost of supplies and cleaning.

Market Guidelines & Rules:

A Market Guidelines and Rules will be established by the Board of Directors based on this business plan. This item will be used to sign up vendors for the market.

Food Service & Alcohol:

Food service and alcohol sales will be conducted by local area caterers, restaurants, or non-profit organizations with catering licenses. The BWM will not be obtaining any day-sales liquor licenses.

BWM may solicit a civic organization to sponsor/conduct "Wine Walks" if desired and this activity complies with applicable insurance requirements and county regulatory agencies.

SECTION 1: THE BUSINESS PROFILE

Security:

A. Security will be initiated by submitting a City of Ridgecrest Special Event Application for the entire season, listing all dates, times of closure, and points of contact to the City Clerks Office.

*** The City is looking into fees for a special event application. Currently, an event occurs every time a street closure occurs at following costs:**

\$215.00 Processing

\$50-500 Cleaning deposit

Proof of \$1M liability

Other incidental costs such as traffic control fees, public works fees, etc.

****Street Fairs and Arts & Craft shows are defined as “special events” governed by this policy – Presumably this would include a Balsam Wednesday Market.**

B. Street Closure will be provided under the authority of the Ridgecrest Police Department.

C. Security will be provided by the Ridgecrest Police Department, with the majority of the security presence being made up of PACT volunteers. PACT will be provided space for their accommodations and allowed to solicit donations however appropriate.

D. Initial market location and street closure will be for the Balsam Street, between French and Station Streets (2 Blocks). Market may grow to expand in either a north or south direction as events dictate.

Power:

Power may be needed for cooking, lighting, cooling, and entertainment. All vendors will be responsible for their own power. All generators will be of the ‘whisper quiet’ type (Honda) or equivalent. The market reserves the right to ban any generator noise deemed inappropriate to the public’s enjoyment.

The market will work with local business owners for its own power needs, should the need arise.

Electricity from existing light poles was examined and deemed unavailable for use by the market.

SECTION 1: THE BUSINESS PROFILE**Targeted Market and Customers**

- A. The intended audience for the market is the general IWW public interested in purchasing certified farmer's products. Produce is already available at local grocery stores; however, a purchaser can directly query the food producer about the origin and production of the food, capitalizing on the trend towards purchasing locally grown commodities.**
- B. Additionally targeted are individuals looking for evening activities where food, outdoor musical entertainment and social gathering are featured. The event is developed as a family event, for both young and senior citizenry.**
- C. Time selected for the event is based on NAWC Base work schedules, with the majority of the valley's workforce being generally employed from 7a.m through 5p.m. Monday through Friday. The event is intended, therefore, to be an after-work event.**

Growth Trend

Initial price points are designed to cover costs of operations (including organization's year-long rent) for the organization for the first year. Once established, the market vendor attendance should stabilize and grow over time.

Monies generated may be used to expand the markets capabilities, equipment, or be used to work with the city, business owners, and property owners on appearance and infrastructure issues as deemed appropriate by the BoD.

SECTION 2: THE VISION AND THE PEOPLE

The Vision

Once established, the goal of the market is to be an ongoing, recurring event anticipated by its customers. The developing foot traffic and consumer spending is envisioned to help the retail establishments on Balsam Street financially and become a consideration when entrepreneurs are considering potential business locations.

The market is also envisioned to champion the appearance, upkeep and recommendations for future improvements.

The market is to be a non-profit, self-sustaining fixture on Balsam Street for the foreseeable future.

An initial Board of Directors will need to be established, with the first order of business to apply for State 501 (c) 3 status. The following endeavors are to recruit an elected Board, followed by a Director (Market Manager).

The People

The volunteer organizer to see the market through to fruition:

Alan Alpers

- Community Resident since 1972 (on and off)
- B.S. Business Administration, California Lutheran University
- 17 Years Federal Civil Service- Public Affairs/ Protocol/ Mgt Analyst/Dept. Head.
- 13 Years Private Sector as a businessman, writer, property manager, homeless advocate, and community volunteer
- Community Event Experience:
 - Naval Weapons Center Open House (3 times) – Attendance 10,000 to 15,000. A one day event.
 - The Naval Weapons Center Air Show (4 times). Attendance 15,000 to 30,000. A one day event.
 - Congressional Hearing: Civilian Personnel Demonstration Program at China Lake.
 - Change of Command and Retirement Ceremonies. (Numerous)
 - The Point Mugu Annual Air Show (Five times). Attendance 150,000 to 230,000 per weekend. A three-day event.
 - Israeli/PLO Peace Accords. (Two days).
 - State Funeral for Richard Nixon. Five days. World-wide coverage, Repose attendance 23,000.
 - Forward Funeral Operations Center Plan – Ronald Reagan.
 - Point Mugu 50th Anniversary Celebration. 5 days.
 - Ventura County Base Community Council. (Quarterly)

SECTION 3: COMMUNICATIONS

Administrative Office, Computer, and Communications Tools

Resource Requirements:

Office & Communications

Description of all communications equipment.

Budget for all communications equipment.

Telephones

A cell phone may be purchased with unlimited minutes and text under the Wal-Mart Standard Phone Program. This allows the Market Director to be available constantly, when not in the Market's Office. - \$45.00 / month

An 800 number may be purchased and ported to this cell phone, allowing out of town vendors to contact the Market Manager toll free. Another advantage is to allow a different cell phone number to be utilized at a later date, without an apparent change in phone number to vendors.

Facsimile and Copying

Scanning copying will be a significant need for the operation. Proof of various Licenses and Certification will be needed as it is the responsibility of the Market Director to ensure compliance.

Applications & Market Guidelines will routinely need to be sent to potential vendors.

Budget for all fax & copier equipment.

TBD

Computers

Description of all computer equipment.

Standard Laptop w. software est. \$500.00

Software.

Windows 7/ Office

QuickBooks or equivalent

Norton security or equivalent

Internet

Space in 139 Center is offered at Gross Lease with free internet access.

SECTION 4: ORGANIZATION AND INSURANCE

Business Organization

This business plan is predicated on the establishment of a corporation which transitions to a non profit 501 (c) (3) upon maturity of the BWM. Model is for this corporation is found by joining Mainstreet.org and incorporating modeled after Main street Tehachapi, Inc. with:

- 9 Board Members (President, Vice President, Secretary, Treasurer)
- 1 Part-time Paid Executive Director

Professional Consultants

It is important that this endeavor utilize community support through a team of professional advisors. :

OTAP

The Ridgecrest Chamber of Commerce

Accountant/Bookkeeper: TBD

Insurance Agent: TBD

Bank: TBD

Website Consultant: TBD

E-Commerce Consultant – *No e-commerce envisioned*

Licenses & Insurance

City business license (T) is currently required and requires re-licensing per each event. *City will have to adjust this fee to a one-time cost per year for market's viability.* **Suggested fee \$390 + \$25 application – ONE TIME/SEASON**

City Event Application Processing Fee is also currently required with each event being defined as one street closure. The market will have recurring weekly closures. *City will have to adjust this definition to a one-time cost per year for the markets financial viability for weekly recurring street closure (Balsam Street).* **Suggested fee \$215.00 + \$50.00 minimum cleaning deposit** (this fee is equitable with other one-time event application) – **ONE TIME/SEASON**

City needs to initially indemnify this weekly event on its insurance coverage in return for the redevelopment/economic stimulus to the downtown area, added licensing fees, business incubation opportunities. Once non-profit organization and the BWM is established, with known vendor participants and their economic success, it is recommended the non-profit organization BoD review obtaining an Entity (D&O)Policy structured for the repetitive nature, amortizing the markets duration on an annual basis.

SECTION 4: ORGANIZATION AND INSURANCE

National Main Street Program and Insurance

Tehachapi Farmer's Market and More is operated by Tehachapi Main street Organization, a member of the National Main street Program. They have provided invaluable advice and support for this effort. Many aspects of the planning a taken from their model.

While worth considering for advisory and insurance purposes, at this time, it is not intended to join the national Main Street Program. The yet-to-be-established Board of Directors may take this under consideration, once established.

SECTION 5: PREMISES

Location Criteria

The premise of this endeavor is to increase consumer awareness and foot traffic to the downtown Balsam Street business district. Therefore, the location of the Balsam Wednesday Market is to be located on the temporarily-closed-off street within the business district.

Flexibility exists for the specific block street closures predicated on two priorities

-
- 1) Location of restroom facilities proximate to food and produce vending
- 2) A pre-planned plot provided to KC AgDept for certification of the market selling produce.

Location of Office space: Balsam Street office space is recommended for oversight and administration accessibility to the market location

*** Recommended Office space is available at the 139 Center on Balsam Street in a Gross Lease term.**

SECTION 6: ACCOUNTING AND CASH FLOW

Accounting

It is recommended the Balsam Wednesday Market Board purchase a QuickBooks®/Quicken® software package when purchasing the computer system for the administration of the Market.

A bookkeeping service may be hired to track income/expenditures on behalf of the organization. The director may be used to conduct such a service, but this has less oversight as an accountability measure.

Non profits have regular accounting audits. An accountant advisor to the Board of Directors is recommended.

Tax issues: My accountant will help me set up records for payments of social security tax, estimated income tax payments, payroll taxes and state withholding and sales taxes.

A federal employer identification number (FEIN) will be established as the non-profit is granted.

Quarterly returns: Taxes will be paid in the appropriate time frames. I will set up resale permit records for reporting to my state franchise tax board.

Bank account reconciliation: Bank accounts will be reconciled on a monthly basis.

Balance sheet will be presented at monthly meetings by the Board of Directors

Analysis of Costs

Itemized cost-breakdown of a typical Balsam Street Market Event:

Market Coordination by Director (12 Hours/week@\$30)	\$ 360
Weekly Set-up /Take-down Director	
Contract Labor- Set-up/Take-down, Restroom security (3 wks @ \$10 for 3 hours)	\$90
Advertising—	\$50
Sanitation Facilities (per event @\$50/month)	\$12.50
Musicians @ \$120/wk	<u>\$120</u>
Estimated per-event Costs	\$632.50

SECTION 6: ACCOUNTING AND CASH FLOW

Revenue:

Revenue will be derived by fees charged to individuals, organizations and businesses not selling 'farmers products'.

Fees will initially be 'introductory' to get the market established and encourage a favorable early impression by both vendors and the public. Fees are to be kept to a financially sustainable minimum to encourage vendor participation and small business incubation.

Roughly **128 (estimated) 10x10 spaces** are available for vendors.

Introductory package rate vendors would require minimum **26 vendors to cover weekly marginal costs.**

A. Farmer's: Free to participate. It is desired that Farmer's selling their products in an open market atmosphere be a prominent draw for the public. Most farmers will be travelling many miles, and therefore, incurring substantial costs to participate. Offering the market free to such vendors is an incentive for them to incur such costs.

Free

All participants must have a valid city business license.

**The city is asked to re-examine its business license fee-structure to include a lower-fee street vendor classification.*

B. Civic Organizations and Non-profits: As a community event, it is desired that civic organizations and non-profits be allowed to participate and reduced rates, to encourage their participation and visibility. Some such entities have little funds with which to gain access.

\$25 per event/ per 10x10 space

It is presumed all such participants will have a valid city business license.

C. Crafters, home businesses and general vendors: A goal for the market is to provide interesting shopping for the public, as well as to help incubate new businesses or stimulate sales for home businesses. In most street markets which have a broader mission than a 'farmer's market' such vendors represent the majority of participants, and, there fore, the majority of revenue. As the primary participants, these individuals will be counted on to make the market self-sustaining.

Introductory price \$40.00 per event/ per 10x10 space. Introductory Package \$100.00 for four weeks.

All participants must have a valid city business license.

**The city is asked to re-examine its business license fee-structure to include a lower-fee street vendor classification.*

SECTION 6: ACCOUNTING AND CASH FLOW

D. Food Service and Alcohol:

Food, beer and wine service is encouraged to be offered for the public's enjoyment. Area restaurants will have the opportunity to participate by selling food and alcohol, provided they have the necessary liquor/catering licenses and meet all KCEHD for safe preparation.

A 'sectioned' area will be provided for these participants to meet with applicable regulations.

Restaurants:

\$50.00 per event – food (introductory)

\$50.00 per event – beer and wine (introductory)

Other area non-profits with catering licenses:

\$25.00 per event – food

\$50.00 per event – beer and wine

**Non IWV area food service caterers are discouraged*

F. ***Revenue may also be derived*** in the future by selling sponsorships to portions of the market – such as “entertainment presented by...”, “Wine Walk presented by...” “Car Show sponsored by...” – offering businesses, clubs, and community organizations an opportunity to gain public awareness through payment of sponsoring fees or covering certain costs. This method is anticipated for a later time after the market's establishment and for special or highlighted market programs.

Internal Controls

The Board of Directors for the established non-profit will regularly receive financial balance sheets from the Market Director for fiduciary oversight and non-profit compliance to assure funds are appropriately collected and dispersed through such review.

SECTION 7: FINANCING

Financing Strategy

The requirements for start-up capital are as follows:
OTAP discussions for initiation of the market have centered on obtaining start-up capital from the City of Ridgecrest.

Balsam Street Market— Estimated Rough Draft Budget

<u>Item</u>	<u>Set-up Cost</u>
Certified Farmer's Market-Ag Dept. KC Ag. Dept.	\$50
Environ. Health Permit Appl. Fee KCEHD	\$65
Environ. Health Permit Fee/event KCEHD	\$95
Main street Org. Join (\$250-suspend)	
Ridgecrest Business License (\$390+25/event)	\$415
Ridgecrest Event Requirements & Fees (\$215+50/event)	\$265
Non Profit Organizational filing	\$TBD
Bookkeeping services	TBD
Payroll Services	TBD
Director's Stipend (per month)	\$1440
@ 12 hours/wk/\$30.00 = \$2100	
Contracted Labor support (set-up/tear down per month)	\$240
3 wks/@ 2 hours/wk/\$10.00 or 60x4=\$240.	
<u>Office Administration</u>	
Rent (one month)	\$325
4 Drawer File (donated)	0
Computer & Software – Laptop	\$500
Epson Workforce 635 all-in-one printer (cables/paper/ink)	\$250
Cell Phone (per month/Wal-Mart Standard)	\$45
800 #	TBD
Internet	0
Office, supplies, furniture, etc.	TBD
Storage (tables, chairs, cones, etc.)	TBD
<u>Initial Event Logistics costs</u>	
Solicit Cert Farmers-mailing-142	\$156
Website Admin.	TBD
Coordinator's booth table –4	\$619
Cones, Stations, Rope & Chalk	\$200
Signage– banners, sandwich boards	\$200
Eight (8) round ft. tables	\$1,078
Seventy-two (72) folding chairs	\$2,124
Electrical material-set up	\$400
Advertising—1 months	TBD
Sanitation Facilities (per month)	\$50
Sound system & lighting	TBD
Musicians @ \$120/wk—1 months	<u>\$480</u>
Total Estimated Start-up Costs -(incl: 1 month stipends)	\$8797

SECTION 8: E-COMMERCE & PUBLICITY

E-Commerce Plans

There are no plans to conduct e-commerce for the Balsam Wednesday Market.

Publicity

The budget and utilization of local newspapers and banners will be determined by the Board of Directors.

Several media outlets may be used for publicity/marketing purposes:

Local Radio Stations

Local Publications:

News Review

Daily Independent

The Rocketeer

The Loop

The Swap Sheet

Television: Media Com Cable

Initial Estimate for one month: \$200.00

SECTION 9: ACQUISITIONS

Due Diligence Procedures for Acquisitions or Others Assets

It is recommended three estimates for purchases over \$300.00 shall be obtained in the acquisition process. Single item purchases under \$300.00 may be made by the Market Director at his/her discretion, subject to monthly review of the market's balance sheet by the Board of Directors.

It is also recommended that a material inventory be kept to track all office equipment, musical/entertainment equipment, tables and chairs, etc.

SECTION 10: MARKETING

Marketing Plan

Competition for this market is minimal limited to mostly:

- 1) A small farmer's market held Friday mornings at 'the triangle'.
- 2) Produce sold at local grocery and convenience stores
- 3) Other Wednesday events scheduled by various organizations for the same type of vendors/ crafters/ and artists.

Mailing/E-mail lists will be developed and used to direct market to all identified potential vendors.

SECTION 11: GROWTH PROGRAM

Expansion and Sustainability

Price points for each space are set for affordability/ cover costs per event/ and generate revenue to expand and improve the operation. Monies generated for reserve will be available for market improvement and appearance, and to add attractions.

Balsam Street is an ideal community asset for such an event. Given the length of the Business District along this street, there is ample room for any conceivable expansion of the market. Businesses along the district are very supportive of the OTAP effort to bring this street market to fruition.

Once established, the market is expected to generate monies to self-sustain and grow.

ADDITIONAL ATTACHMENTS, ENCLOSURES, EXHIBITS AND SCHEDULES.

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CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA ITEM

SUBJECT:

Golden Handshake Estimated Employer Cost

PRESENTED BY: Rachel Ford

SUMMARY:

Government Code Section 7507 requires that the costs to provide this benefit be made at a public meeting at least two weeks prior to the adoption of the resolution.

This is an estimate of the present value of additional employer contributions which will be required in the future for providing the two years service credit.

Currently the City pays annually \$18,634.57 to PERS for the employee.

The City will pay approximately \$ 12,068.06 annually for two years for the service credit for the employee. The savings of approximately \$6,566.51 per year to PERS.

The “additional employer contributions” are paid by the agency through an increase in the employer contribution rate starting two fiscal years after the end of the designated period. The increase in the employer contribution rate is amortized over 20 years.

FISCAL IMPACT:

Reviewed by Finance Director

ACTION REQUESTED:

Approve as recommended

CITY MANAGER /EXECUTIVE DIRECTOR RECOMMENDATION

Action as requested:

Submitted by: Rachel Ford

Action Date: 07/06/11

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