



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

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

**September 2, 2008
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 for the purpose of preparation of minutes.

CALL TO ORDER – 5:00 p.m.

ROLL CALL

PRESENT: Mayor Marshall Holloway, Mayor Pro Tem Steven Morgan, Vice Mayor Thomas Wiknich, and Council Member Daniel Clark

STAFF: Michael Avery, City Manager;; Rita Gable, City Clerk; Tess Sloan and Tyrell Stahlie, Administrative Services Department; Jim McRea, Public Services Department Director, Dennis Speer, Public Works Department Director; Joe Pollock, Assistant Public Works Director; Jim Ponek, Parks, Recreation And Cultural Affairs Department Director; Ronald Strand, Chief of Police; and other personnel

ABSENT: Council Member Carter – arrived at 5:10 p.m.

CLOSED SESSION – 5:00 p.m.

GC54957.6 Personnel Matters - Labor Negotiations – UFCW; PEAR; Mid-Management/Professional; Confidential and Agency Negotiator Michael D. Avery

SPECIAL SESSION – 5:30 p.m.

PLEDGE OF ALLEGIANCE led by

INVOCATION – Silent Moment

CITY ATTORNEY REPORT OUT OF CLOSED SESSION

In Closed Session City manager Avery updated Council on the status of labor negotiations with no action taken.

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APPROVAL OF AGENDA

Moved by Council Member Morgan, second Council Member Clark TO APPROVE THE AGENDA. No public comment. Carried with a voice vote of 5 ayes.

PUBLIC COMMENT 5:35 p.m.

Jerry Taylor

- Great to get things like this on line like the County
- Should also have others like Planning Commission and GPAC

Closed at 5:37 p.m.

OTHER ACTION ITEMS

1. Budget Hearing to discuss appropriations for the FY09 budget. Avery

This item is being brought before Council in a special meeting to review the draft FY09 budget and set certain appropriations. The meeting may be continued to September 3, 2008, or until such time as Council has determined the budget is ready for approval by Resolution.

Mayor Holloway stated that they were going to go straight through the budget and would take no questions until all the items had been reviewed. Requested audience attendees to please take notes on anything they had questions about and wished to have discussed. Questions and discussion will take place at the end of the review process. With luck we may be able to pass and adopt the budget tonight.

City Manager Mike Avery stated he would like to see a 2M reserve by the end of 2009. He is most worried about the FY2010-2011 time frame. What you see is what you get – no monies have been hidden or put aside. There are no hidden pockets of funds.

Budget Officer Tyrell Staheli "walked" Council through the spreadsheets distributed and how they correspond to the tabs in the budget document.

Presentation of department budgets –

Police Department - Chief Ron Strand gave a brief overview stating the budget was just about the same as last year. They are currently testing for an Animal Control Officer. Asking for a full time Inventory Technician. Has budget for 38 sworn to be phased in through early 2009. Looking to obtain a Chevy Tahoe and the mobile radio equipment for it. Purchases will be done with asset forfeiture funds - digital recording equipment for interviews, body wire recording equipment, purchase 5 hand guns and rifles and

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safety vests – phase out old. Trying to get natural gas at Animal Shelter and thinks it will be about \$30K – would help on energy reduction at that facility Disaster prep is basically the same as previous years – new request for 1000 FT of fire hose for use in flooded areas. Power pods and sub panels for the big generators we got through the County. All items mentioned are in the budget. Initially requested 3 patrol vehicles and new office equipment for records and investigations – took out all but 1 patrol vehicle.

Parks, Recreation and Cultural Affairs Department – Director Jim Ponek stated he had lots of requests but there is no capital to do it. Noted some of the things accomplished last year. Looked at fencing at the baseball fields. And contingency for a backup pump. Talked about maintaining the City medians both by contract and in-house totaling an estimated \$44,407. Went out to bid to maintain all the medians with lowest bid of \$47,400/year. Presented two options for median maintenance (see Agenda Item Staff Report in Clerk's agenda packet). Had another great year with programs bringing in \$400K+.

Meeting was recessed at 6:55 p.m. to reconvene at 7:20 p.m.

Public Works Department – Director Dennis Speer – Noted increases in the divisions of the Department mostly due to increases in materials costs. There are a number of required programs that are underfunded or not performed at all – e.g. traffic engineering, safe routes to schools program, night driving program, sign inventory program, speed zone study/program, encroachment review, land survey capability, drainage plan (ours is over 20 years old). Time to do a PMS (Pavement Management System) update. Should also have a PW operations manual – traffic management manual – transit operations manual – fleet maintenance manual. Complimented Tyrell and Michael on the easy to read budget. Was question in wastewater ISF for 225K moves from there to IT – Bracken does not know what it is for nor does he. (computers, wiring, wireless equipment, phones, cell phones, programs, etc. provided by IT) it is very hard to operate without a contingency fund for unexpected occurrences. Wastewater small tools and equipment of 30K. We are in need of a camera to inspect the sewer lines from inside the line and thought it would be about 25K and would like to increase the line item to 75K for camera and trailer. Also need flow meters for the lines. Priority list is pretty much the same as last year. Unbudgeted projects – CNG station, underground utilities on Downs. Any projects ending up as a capital project should be in engineering funding.

Administrative Services Department – Finance Manager Tess Sloan noted professional services for audit services (pg 128) – assessment district close out costs. Finance services and accounting (pg 136) – 7 ½ employees – general audit – TOT audit – sales tax audits – mandated costs services – business license audit - financial auditors for bonds issue – Brinks services – OPEC study – tax authority auditing fees. 100K bank service fees – recently went to accepting bank cards (rate approx 2 percent).

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Public Services – Director Jim McRea – 5 divisions – Economic Development, Building, Planning, Code Enforcement, Administration also Redevelopment Agency and Planning Commission. Hope for gen plan update finish end of 2009 – gave a list of all projects needing to be done. 45K for integrated waste management program.

MIS – Craig Bradley – discussed what IT is – finding solutions to problems and do the job easier and better. Telecommunications big part – phones, computers, wireless equipment, network, Channel 6, hardware, software, web site maintenance. Has prepared and advertised RFP for peer review on TRANE proposal unbudgeted at this time. 100K to maintain our system as is - 260K for financial software.

Administration – City Manager Mike Avery – pretty much status quo. Vacant secretary in City Clerk will not be filled – some retirements coming up – Human Resources is under this budget as is Council – Assistant City Manager position is going away. Chamber of Commerce remains the same and RACVB at 149K. 28K in City Clerk for codification.

City Manager Avery stated his biggest concern is the lack of the state's budget and how it will impact us.

Council

Wiknich - Fee Schedule in Introduction — questioned rental of Pinney Pool

Mr. Ponek - Rentals are mostly weekends – days Saturday and all day Sunday

Clark –

- ❖ PW unmet needs – concerned with the legalities mentioned.
Mr. Avery - he is very concerned but they are projects and will take time to do even with consultants
- ❖ Would it be realistic to increase the funds by 50K for the sign location program and can we use volunteers to start locating them
Mr. Avery - will take a look at that and try to incorporate into requested changes

Morgan –

- ❖ We need to put more into street maintenance budget.

Holloway –

- ❖ Agrees with street maintenance – would like to see it set at 500K. Unless we address this issue we can't really address anything else

Public comment

Jerry Taylor

- On the Tahoe for PD suggested looking at a hybrid
- On the ball field issue the light standards are probably what is over the line

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- Knows Mr. Ponak wants to expand the fields
- Median maintenance – take another look as the total labor costs - think he is off by 20K
- ISF look at bodies serviced not at the cost
- PW sewer camera – consider also looking for heavy metals
- ISF paying almost 90K per person
- Buried in budget is 180K (141) for software
- De-fibrillater at the corporation yard is a good thing
- Street sweeping should not go down for disposal after the flood cleanup – dirt will be there whether you sweep or not
- Great presentation for public would be where you go from maintenance to reconstruction
- Paying rent for RACVB - would it be better to bring them into empty areas of City hall
- Surprised how many projects are being brought forward without more info and justification
- 200K for pot holes – where did it go and what was it used for

Walt Maurer

- This is the first budget meeting he has sat through
- Would have been helpful if the PDF file was brought here for the public to view
- Went to the web site – to look at the individual departments
- Looked at what was last year and this year
- Noted the budget requests – general fund items and increases (gave \$ increases and percents for each)
- Will go back and recheck – his impression is that all things have increased
- Also concerned with the traffic study by Mr. Speer

Council Member Wiknich – correct that there were increases – recheck and rethink it – fuel costs up, utility costs up, etc.

City Manager Avery – it appears Mr. Maurer used year end totals rather than what was budgeted for last year

Council had stated their concerns and suggestions for various portions of the budget and concurred that it was a well prepared document and very easy to read and understand. Asked staff to make the revisions necessary and agreed upon.

City Manager Avery stated that he and Mr. Staheli would work on it the following day, September 3, and bring it back for final review and adoption.

Council set a continued special budget meeting for 5:00 p.m. September 3, 2008

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Proposed resolution was not approved at this meeting and will be carried forward.

**Resolution No. 08- , A Resolution Of The Ridgecrest City Council Adopting
The Budget For Fiscal Year 2008-2009, Establishing Appropriations,
Estimating Revenues, And Establishing The Policies By Which The Budget
May Be And Shall Be Amended**

ADJOURNMENT

Mayor Holloway adjourned the meeting at 10:20 p.m. to reconvene at 5:00 p.m. Wednesday, September 3, 2008 for continued discussion and action on the budget.

Rita Gable, City Clerk