

AGENDA

TEHACHAPI CITY COUNCIL REGULAR MEETING, TEHACHAPI REDEVELOPMENT AGENCY REGULAR MEETING, TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING

**Beekay Theatre
110 South Green Street
Monday, October 17, 2011 - 6:00 P.M.**

Persons desiring disability-related accommodations should contact the City Clerk no later than ten days prior to the need for the accommodation. A copy of any writing that is a public record relating to an open session of this meeting is available at City Hall, 115 South Robinson Street, Tehachapi, California.

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE TO FLAG

Participation in the invocation is strictly voluntary. Each City Councilmember, city employee, and each person in attendance may participate or not participate as he or she chooses.

CONSENT AGENDA/OPPORTUNITY FOR PUBLIC COMMENT

All items listed with an asterisk (*) are considered to be routine and non-controversial by city staff. Consent items will be considered first and may be approved by one motion if no member of the council or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in listed sequence with an opportunity for any member of the public to address the city council concerning the item before action is taken. Staff recommendations are shown in caps. Please turn all cellular phones off during the meeting.

AUDIENCE ORAL AND WRITTEN COMMUNICATIONS

The City Council welcomes public comments on any items within the subject matter jurisdiction of the Council. We respectfully request that this public forum be utilized in a positive and constructive manner. Persons addressing the Council should first state their name and area of residence, the matter of City business to be discussed, and the organization or persons represented, if any. To ensure accuracy in the minutes, please fill out a speaker's card at the podium. Comments directed to an item on the agenda should be made at the time the item is called for discussion by the Mayor. Questions on non-agenda items directed to the Council or staff should be first submitted to the City Clerk in written form no later than 12:00 p.m. on the Wednesday preceding the Council meeting; otherwise response to the question may be carried over to the next City Council meeting. No action can be taken by the Council on matters not listed on the agenda except in certain specified circumstances. The Council reserves the right to limit the speaking time of individual speakers and the time allotted for public presentations.

**TEHACHAPI CITY COUNCIL REGULAR MEETING,
TEHACHAPI REDEVELOPMENT AGENCY REGULAR MEETING,
TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND
TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING
MONDAY, OCTOBER 17, 2011 - 6:00 P.M. - PG. 2**

1. General public comments regarding matters not listed as an agenda item.
2. Mayor Grimes to present a Proclamation to the American Kennel Club.
3. Presentation from Clint Hilderbrand regarding Golden Hills Sanitation District.

CITY CLERK REPORTS

Tehachapi City Council Unassigned Res. No. 33-11
Tehachapi City Council Unassigned Ord. No. 11-03-709
Tehachapi Redevelopment Agency Unassigned Res. No. 11-05
Tehachapi Public Financing Authority Unassigned Res. No. 11-01

- *4. **ALL ORDINANCES SCHEDULED FOR INTRODUCTION OR ADOPTION AT THIS MEETING SHALL BE READ BY TITLE ONLY**
- *5. Minutes for the Tehachapi City Council, Tehachapi Redevelopment Agency, Tehachapi Public Financing Authority, and the Tehachapi City Financing Corporation regular meeting on October 3, 2011 - **APPROVE AND FILE**
- *6. The Tehachapi Valley Recreation & Parks District has submitted a special use application for their 5K/10K Pumpkin Run. The event will be held on October 22, 2011 on various city streets – **APPROVE THE 5K/10K PUMPKIN RUN SPECIAL EVENT APPLICATION AND ASSOCIATED STREET CLOSURES, SUBJECT TO CITY CONDITIONS AND CITY ATTORNEY APPROVAL OF INSURANCE**
- *7. Main Street has submitted a special use application for their Trunk Or Treat Event. The event will be held on October 31, 2011 on Green Street and F Street – **APPROVE THE TRUNK OR TREAT SPECIAL EVENT APPLICATION AND ASSOCIATED STREET CLOSURES, SUBJECT TO CITY CONDITIONS**

FINANCE DIRECTOR REPORTS

- *8. Disbursements, bills, and claims for September 29, 2011 through October 13, 2011 – **AUTHORIZE PAYMENTS**

CITY MANAGER REPORTS

9. On October 11, 2011, the City received a letter and an accompanying report from the Kern County Grand Jury, which provided findings and recommendations from a recent study they completed regarding Joint Powers Agreements (JPA) and Memorandums of Understanding (MOU's) throughout the County of Kern. After reviewing these JPAs and MOUs the Grand Jury made five findings, which are not specific to Tehachapi but are generic to all of the cities in the County. Additionally, the report presented two recommendations, again generic to all of the cities in the County. While the recommendations are not directed at Tehachapi specifically, we are still required to respond to the report. In summary, the letter informs the Grand Jury that our files are already kept in a manner as recommended by their report. It also informs them that given the small number of JPAs and MOUs that the City is involved in (4 total), it is not necessary to have quarterly reports to the Council regarding same - **AUTHORIZE THE MAYOR TO SIGN THE RESPONSE LETTER TO THE GRAND JURY**

**TEHACHAPI CITY COUNCIL REGULAR MEETING,
TEHACHAPI REDEVELOPMENT AGENCY REGULAR MEETING,
TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND
TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING
MONDAY, OCTOBER 17, 2011 - 6:00 P.M. - PG. 3**

REGARDING JOINT POWERS AGREEMENTS AND MEMORANDUMS OF UNDERSTANDING

10. Report to Council regarding the City's partnerships as requested by Councilmember Wiggins – **VERBAL REPORT**
11. Report to Council regarding current activities and programs – **VERBAL REPORT**

COUNCILMEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, a Councilmember may ask a question for clarification, make a brief announcement, provide a reference to staff or other resources for factual information, take action to have staff place a matter of business on a future agenda, request staff to report back at a subsequent meeting concerning any matter, or make a brief report on his or her own activities. (Per Gov't. Code §54954.2(a)).

CLOSED SESSION

1. Approval of closed session minutes of October 3, 2011.
2. Conference with legal counsel regarding claim filed by Moose Lodge per Government Code Section 54956.9(b).

ADJOURNMENT

MINUTES

TEHACHAPI CITY COUNCIL REGULAR MEETING, TEHACHAPI REDEVELOPMENT AGENCY REGULAR MEETING, TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING

BeeKay Theatre
110 South Green Street
Monday, October 3, 2011 – 6:00 P.M.

NOTE: Sm, Ve, Gr, Wi and Ni are abbreviations for Council Members Smith, Vernon, Grimes, Wiggins and Nixon, respectively. For example, Gr/Sm denotes Council Member Grimes made the motion and Council Member Smith seconded it. The abbreviation Ab means absent, Abd abstained, Ns noes, and NAT no action taken.

ACTION TAKEN

CALL TO ORDER

Meeting called to order by Mayor Grimes at 6:00 p.m.

ROLL CALL

Roll call by City Clerk Denise Jones.

Present: Mayor Grimes, Mayor Pro-Tem Smith, Councilmembers
Vernon & Wiggins

Absent: Councilmember Nixon

INVOCATION

By Mark Staller of Apostolic Faith Church

PLEDGE TO THE FLAG

Led by Councilmember Vernon

CONSENT AGENDA

Approved consent agenda

Approved Consent Agenda
Sm/Ve Motion Carried
Ab: Ni

AUDIENCE ORAL COMMUNICATIONS

1. General public comments regarding matters not listed as an agenda item were received from:
 - a. Adrian Maaskant, Golden Hills resident, spoke regarding Golden Hills Sanitation Company and their plans to expand service area and increase rates.

Council Directed Staff To
Write Letter To CPUC
Opposing Rate Increase

ACTION TAKEN

- b. Stan Beckham, city resident, made comments regarding ICON newsletter.
- c. Richard Tripp, city resident, spoke regarding “buy local” and the L.A. county ordinance regarding group homes.

2. Presentation by AST (Arts, Science, and Technology) to Council.

CITY CLERK REPORTS

***3. ALL ORDINANCES SCHEDULED FOR INTRODUCTION OR ADOPTION AT THIS MEETING SHALL BE READ BY TITLE ONLY.**

All Ord. Read By Title Only
Sm/Ve Motion Carried
Ab: Ni

***4. Minutes for the Tehachapi City Council, Tehachapi Redevelopment Agency, Tehachapi Public Financing Authority, and the Tehachapi City Financing Corporation regular meeting on September 6, 2011 - APPROVED AND FILED.**

Approved & Filed
Sm/Ve Motion Carried
Ab: Ni

5. The Tehachapi City Council will appoint one member to the City of Tehachapi Planning Commission to fill the vacancy created by Commissioner Kim Nixon’s resignation on September 7, 2011. This appointment will complete a term which expires on June 30, 2013. The City Clerk’s office received two applications from Daryl Christenson and Adam Jenkins – **MAYOR GRIMES GAVE REPORT; DARYL CHRISTENSON AND ADAM JENKINS WERE BOTH PRESENT AND GAVE A PRESENTATION.**

MAYOR GRIMES OPENED NOMINATIONS.

Gr Opened Nominations

MAYOR PRO-TEM PHIL SMITH NOMINATED DARYL CHRISTENSON.

Sm Nominated Daryl Christenson

MAYOR GRIMES CLOSED NOMINATIONS AT 6:36 PM.

Gr Closed Nominations

MAYOR GRIMES, COUNCILMEMBERS SMITH, VERNON AND WIGGINS VOTED FOR DARYL CHRISTENSON

Gr, Sm, Ve & Wi Voted for Christenson (4Votes)

DARYL CHRISTENSON WAS DECLARED TEHACHAPI PLANNING COMMISSIONER TO A TERM THAT EXPIRES ON JUNE 30, 2013.

Appointed Daryl Christenson To The Tehachapi Planning Commission

FINANCE DIRECTOR REPORTS

***6. Disbursements, bills, and claims for 9/8/2011 through 9/28/2011 – AUTHORIZED PAYMENTS.**

Authorized Payments
Sm/Ve Motion Carried
Ab: Ni

POLICE CHIEF REPORTS

7. The City's current police station has numerous issues that make it inadequate as a modern public safety facility. Staff has begun to research the potential of a new facility and is at the point where it is appropriate to include Council participation. Also the next phase of planning will require an expenditure of funds from the City's Public Safety Impact Fund – **CHIEF KERMODE GAVE REPORT; COUNCILMEMBER VERNON ASKED WHAT TYPE OF RESEARCH WOULD BE USED AND WHAT WOULD HAPPEN TO OLD POLICE STATION; COUNCILMEMBER SMITH ASKED HOW THE \$40,000 FIGURE WAS DETERMINED, ASKED ABOUT THE SIZE OF SITE, IF THE FUND BALANCE IS ENOUGH TO BUILD FACILITY, IF THERE ARE GRANTS AVAILABLE AND ABOUT THE EXPERTISE OF THE FIRMS; COUNCILMEMBER WIGGINS THINKS IT IS A GREAT IDEA; STAN BECKHAM, CITY RESIDENT, SPOKE IN OPPOSITION TO NEW PUBLIC SAFETY FACILITY; AUTHORIZED THE MAYOR TO APPOINT TWO CITY COUNCILMEMBERS TO A PUBLIC SAFETY FACILITY PLANNING COMMITTEE AND AUTHORIZED THE EXPENDITURE OF UP TO \$40,000 FROM THE PUBLIC SAFETY IMPACT FUND TO CONDUCT FURTHER RESEARCH ON A POTENTIAL NEW PUBLIC SAFETY FACILITY; MAYOR GRIMES APPOINTED HIMSELF AND COUNCILMEMBER WIGGINS**

**Authorized The Mayor To Appoint Two City Councilmembers To A Public Safety Facility Planning Committee & Authorized The Expenditure Of Up To \$40,000 From The Public Safety Impact Fund To Conduct Further Research On A Potential New Public Safety Facility; Mayor Grimes Appointed Himself And Councilmember Wiggins
Ve/Sm Motion Carried
Ab: Ni**

CAPITAL PROJECTS REPORTS

8. City staff is seeking a grant through the California River Parkways Grant. Applications must be postmarked by October 14, 2011, and a resolution authorizing staff to pursue the funding is required – **CAPITAL PROJECTS MANAGER CHRIS KIRK GAVE REPORT; CRAIG BRITTON ASKED ABOUT MAINTENANCE COSTS; MAYOR GRIMES ASKED ABOUT THE GRANT AMOUNT; COUNCILMEMBER WIGGINS COMMENTED ON WRITING GRANTS; COUNCILMEMBER VERNON COMMENTED ON PARTNERSHIP FOR MAINTENANCE; APPROVED RESOLUTION NO. 32-11 APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE CALIFORNIA RIVER PARKWAYS GRANT PROGRAM UNDER THE SAFE DRINKING WATER, WATER QUALITY AND SUPPLY, FLOOR CONTROL, RIVER AND COASTAL PROTECTION BOND ACT OF 2006 (Proposition 84)**

**Approved Res. No. 32-11 Approving The Application For Grant Funds For The California River Parkways Grant Program Under The Safe Drinking Water, Water Quality And Supply, Floor Control, River & Coastal Protection Bond Act Of 2006 (Proposition 84)
Ve/Wi Motion Carried
Ab: Ni**

CITY MANAGER REPORTS

9. Report to Council regarding current activities and programs – **VERBAL REPORT.**

Gave Report

COUNCIL MEMBER ANNOUNCEMENTS OR REPORTS

1. Councilmember Wiggins asked when Curry and F Street will be opened and commented on cause of power outage downtown.
2. Councilmember Vernon thanked Staff for support when her father passed away.
3. Mayor Grimes commented of Celebration of Flight event and about Breast Cancer Awareness March.

CLOSED SESSION

1. Conference with legal counsel regarding claim filed by Mindy Matthews per Government Code Section 54956.9(b).
2. Conference with legal counsel regarding potential initiation of litigation per Government Code Section 54956.9(c)
3. Conference with real property negotiator (city manager) regarding price and terms of payment for purchase of Hangar No. 23W per Government Code Section 54956.
4. Conference with legal counsel regarding American Insurance Co. v. Paso Robles Tank, Inc. per Government Code Section 54956.9(a)

ADJOURNMENT

The City Council/Boards adjourned at 8:10 pm to a Tehachapi City Council, Tehachapi Redevelopment Agency, Tehachapi Public Financing Authority and Tehachapi City Financing Corporation Regular Meeting to be held on Monday, October 17, 2011, at 6:00p.m.

DENISE JONES
City Clerk, City of Tehachapi

Approved this 17th day
Of October, 2011.

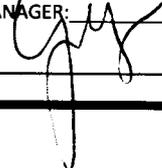
ED GRIMES
Mayor, City of Tehachapi



COUNCIL REPORTS

AGENDA SECTION: CITY CLERK

MEETING DATE: OCTOBER 17, 2011

APPROVED
DEPARTMENT HEAD: 
CITY MANAGER: 

TO: HONORABLE MAYOR GRIMES AND COUNCIL MEMBERS

FROM: ASHLEY WHITMORE, DEPUTY CITY CLERK

DATE: OCTOBER 12, 2011

SUBJECT: 5K/10K PUMPKIN RUN SPECIAL EVENT APPLICATION

APPLICANT AND ORGANIZATION

Sandy Chavez, Tehachapi Valley Recreation & Parks District

EVENT DESCRIPTION

The 5K/10K Pumpkin Run will be held on 10/22/2011 starting at 6 am and ending at 11:00 am. This event will be held on various streets throughout the city and is open to the public.

APPLICANT REQUESTS

- Closure of Snyder from Tehachapi Blvd. to the east side parking lot entrance, north of F Street, from 6:00 – 9:00 am.
- Street Barricades from Public Works Department

STAFF CONDITIONS

Administration: Event applicant will be responsible for making sure city property is properly cleaned after the close of the event.

RECOMMENDATION

APPROVE THE 5K/10K PUMPKIN RUN SPECIAL EVENT APPLICATION AND ASSOCIATED STREET CLOSURES, SUBJECT TO CITY CONDITIONS AND CITY ATTORNEY APPROVAL OF INSURANCE.



SPECIAL USE/EVENT APPLICATION

Organization Tehachapi Valley Recreation & Parks District

Event Contact Sandy Chavez Phone Number 822-3228

Address P.O. Box 373

City Tehachapi State CA Zip Code 93581

E-mail Address sandy@tvrpd.org

Event Name Pumpkin Run

Event Location Old Jacobsen Jr High School

Event Date(s) 10/22/2011 Event Time(s) 6:00am 11:00am

Describe Event: (Street Closures, Activities, Participation, Etc.)

There will be a closure at Snider & Tehachapi Blvd. Use of streets Tehachapi Blvd, Dennison, Curry, & Valley, Snider

closed 6am-9am

Is the event open to the Public? Yes No

Is event for money raising purposes? Yes No

If Yes, what will the proceeds be used for? Local Schools & TVRPD programs

Will alcoholic beverages be served? Yes No

Will alcoholic beverages be sold? Yes No

If Yes, what is A.B.C. Permit No? _____

Event Name Pumpkin Run

Event Date(s) 10/22/2011

Please Describe How The Following Will Be Accomplished:

Street Barricades City Two Barricades

Traffic Control tvrpd

Crowd Control tvrpd

Utility Services: Water, Sewer, Electric n/a

Lights n/a

Dust Control n/a

Site Clean-up & Maintenance tvrpd

Security tvrpd

Site Facilities n/a

Health Dept. n/a

I understand that if I am utilizing a city-owned facility I am responsible to clean the above requested facility, by removing all rubbish, debris, etc., and restore the grounds/facility back to a clean and orderly condition. I further understand I may be required to pay a deposit, at the cities discretion, for clean-up of the grounds/facility, and upon inspection of the grounds/facility, the deposit, may be fully or partially refunded, depending upon the condition the facility is left in by the user.

I also understand that this application is not a guarantee of event approval.

I, the undersigned, have read the above statements, general regulations and insurance requirements attached to this contract, and understand them and agree fully.

Applicant Signature _____

Date _____

Office Use Only

Insurance Certificate

List Of Vendors

Meeting

Deposit

Plot Plan

Date

Time

CM PW A HD

CPM CD P BL

LC BI F C

Notes _____

GENERAL REGULATIONS

Facility use agreements are issued in accordance with the policies outlined below as established by the City of Tehachapi. All reservation forms must be signed and returned, along with fees and deposits, before consideration of use approval. SUBMISSION OF RESERVATION REQUEST DOES NOT CONSTITUTE APPROVAL.

1. Any authorization and usage is understood to be at the City's discretion. The City will not be responsible for special condition, accommodations or other improvements for any granted request for use. Any special needs are the responsibility of the user with prior approval of the Public Works Director.
2. Groups or persons using a facility are responsible to pay for any damage to property or loss of property.
3. The City of Tehachapi is not liable for accidental injury to persons or loss or damage of group or individual property. The City requires proof of insurance coverage.
4. When, in the opinion of the City, activity conditions warrant the presence of one or more security personnel, the cost of such service shall be borne by the group or organization sponsoring the activity.
5. Permission to use City of Tehachapi facilities is granted subject to observance of regulations, and permits may be revoked for violation of regulations.
6. Permits may not be transferred, assigned or sublet.
7. Users of the facilities shall observe, obey and comply with all applicable City, County, State and Federal Laws, rules and regulations.

FOOD AND ALCOHOL REGULATIONS

1. The use of alcoholic beverages is by written permit only and must be requested at the time the facility use application is made. The City reserves the right to place restrictions on the use of alcoholic beverages in accordance with State Law.
2. The alcoholic beverage permittee will remove all beverages from the premises immediately following the approved function.
3. Food and refreshments, including alcoholic beverages, may be permitted in certain designated areas as determined by the City, or the designated representative.
4. Any function that is to be catered will be catered by an approved licensed caterer. All caterer's names and addresses will be provided upon request.
5. Any function where alcoholic beverages will be permitted shall require an additional (\$50.00) deposit.

ANY EXCEPTION TO THE ABOVE POLICIES WILL BE REFERRED TO THE CITY MANAGER.

FEE AND DEPOSIT SCHEDULE

The following guidelines and rules will govern the costs and procedures for City approvals.

1. Any part of an hour will be considered a full hour in determining City costs.
2. All fees must be paid to the City of Tehachapi located at 115 South Robinson Street.
3. All refunds will be mailed as soon as possible following conclusion of the activity.
4. No arrangements can be made for a time extension with personnel on duty the day of the activity.

SECURITY PERSONNEL

If, in the opinion of the City Manager or a designated representative an activity condition warrants the presence of one or more security personnel, the cost of such service shall be borne by the group or person sponsoring the activity. Proof of obtaining the required security personnel must be in the City Hall no later than ten (10) working days prior to the activity. Proof should be in the form of a receipt and/or contract from a bonded security agency. If proof is not in the City Hall by the required date, use of the facility may be denied.

IF AFTER PROOF OF SECURITY HAS BEEN SUBMITTED TO CITY, SAID SECURITY IS NOT PRESENT ON DATE OF ACTIVITY, THE CITY EMPLOYEE IN CHARGE MAY REQUEST THE GROUP TO DISCONTINUE ACTIVITY AND ASK THE GROUP TO LEAVE THE AREA.

LIABILITY INSURANCE REQUIREMENTS

Insurance requirements for persons or organizations wishing to use City facilities should be as follows:

The party requesting to use the facility ("applicant") shall secure and keep in force during the entire term of applicant's use of the facility and covering all of applicant's activities with respect to the facility a comprehensive general liability insurance policy with bodily injury, property damage, and contractual coverage of not less than \$1 million per occurrence and including a comprehensive coverage form, and coverages for premises/operation, operations hazard, complete operations, and products liability, and containing special endorsements providing substantially the following:

(1) That the City of Tehachapi, its agents, officers, employees and governing body and each member thereof are declared to be an additional named insured under the terms of the policy with reference to the activity described in the policy, whether such additional insured be actively or passively negligent or liable by operation of law;

(2) Contractual liability coverage underwriting the obligations of applicant to hold harmless, indemnify and defend each of the insureds provided herein;

(3) "Cross liability" or "Severability of Interest" coverage for all named insureds;

(4) That such insurance is primary, and that any other insurance maintained by the additional named insureds is excess and not contributing insurance with respect to the subject insurance policy;

(5) That the insurer waives all rights of subrogation against the additional named insureds;

(6) That the coverage afforded by such policy to the additional named insureds shall not be prejudiced in any way by any failure of the principal insured to comply with any notice requirements of such policy; and

(7) That such policy may not be canceled, coverage reduced or terms altered in any manner detrimental to the coverage except after delivery to the City of written notice not less than 15 days prior to the effective date of such cancellation, reduction or alteration. No such cancellation provisions in any such insurance policy shall be construed in derogation of the continuous duty of applicant to furnish insurance during the term of applicant's use of the facility. The lapse for any reason of insurance as required herein shall constitute breach of this requirement.

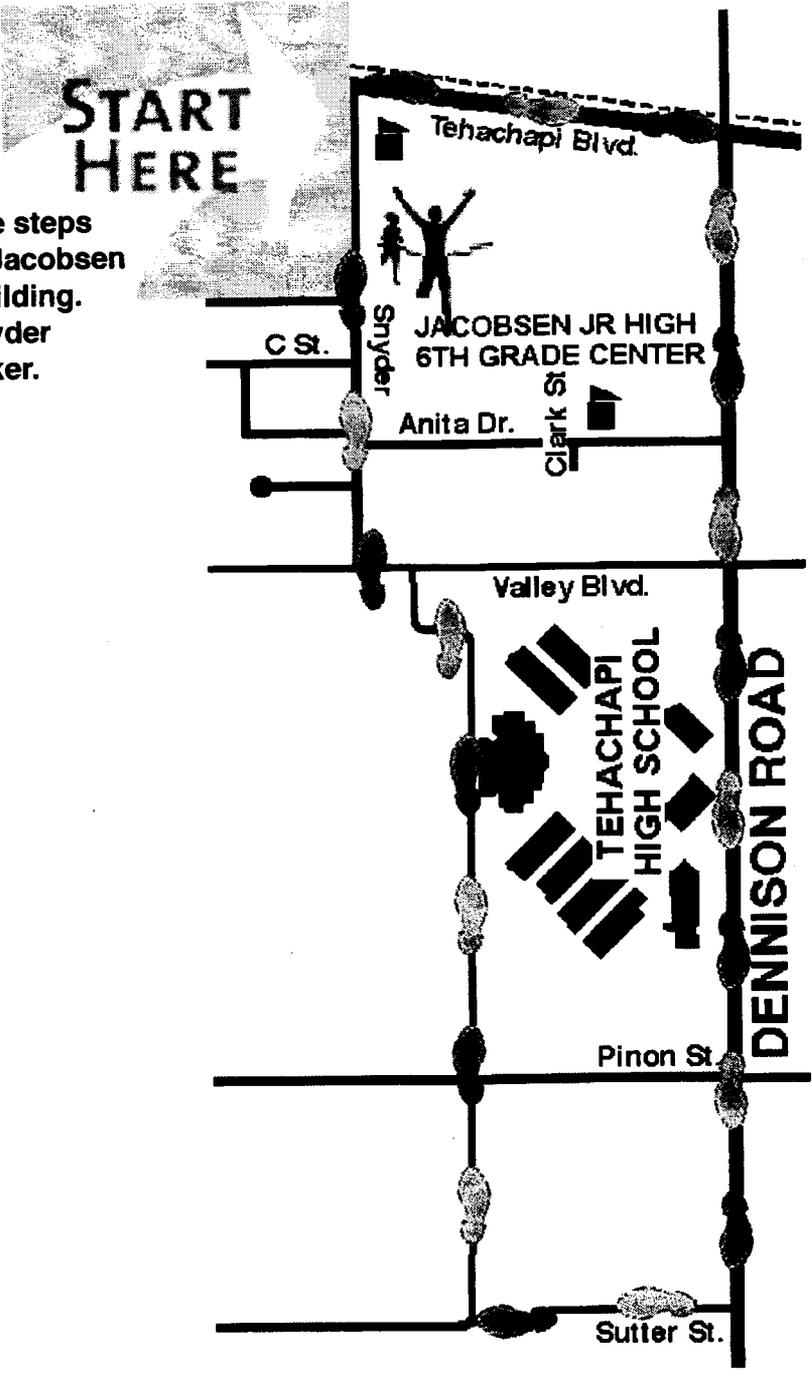
The facility shall not be used until applicant has provided City with a duly certificated certificate of insurance issued by an insurance company approved by City and evidencing that the policy has been issued, is effective, and complies with the foregoing requirements. Applicant must also provide City with a facsimile of the insurance policy and no use of the facility can be made until City has approved the policy.

INDEMNIFICATION

Applicant hereby agrees to indemnify, defend, and hold harmless the City, its Councilpersons, boards, commissions, officers, employees and agents from any and all claims, demands, suits, judgements, liability, damages, costs, and expenses arising out of or related to applicant's use or occupation of City's streets or facilities, including but not limited to, any act or omission to act on the part of City, its Councilpersons, boards, commissions, officers, employees, or agents, whether active or passive.

Sandy Chavez
Applicant Signature
10/6/11
Date

5 K Summer Fun Run Route



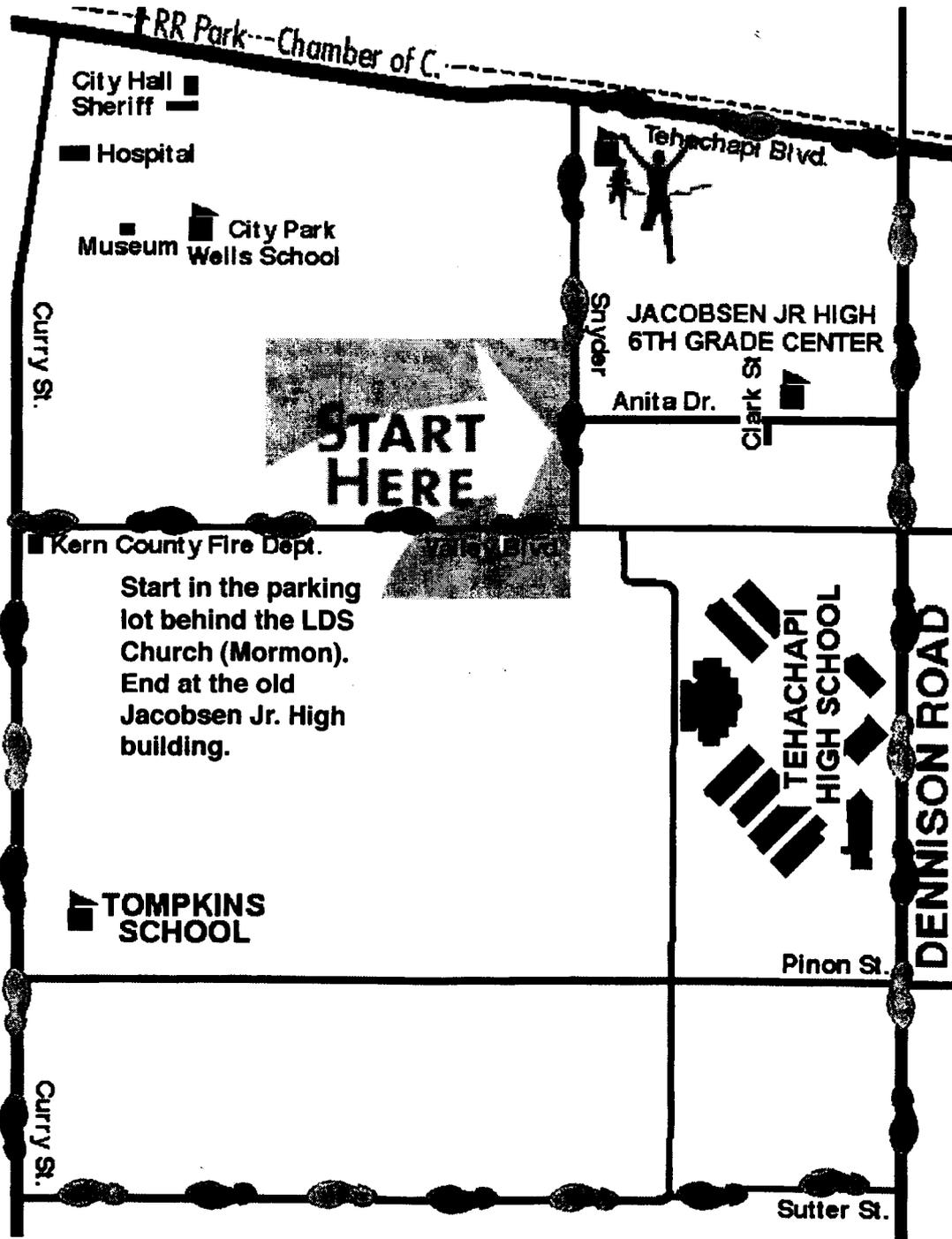
Start on the steps
of the Old Jacobsen
Jr. High building.
End on Snyder
Street marker.



Tehachapi Valley
Recreation and Parks District
490 West D Street, Tehachapi, CA 93581

Phone: (661) 822-3228
Fax: (661) 823-8529

10 K Summer Fun Run Route



Tehachapi Valley
Recreation and Parks District
490 West D Street, Tehachapi, CA 93581

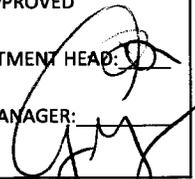
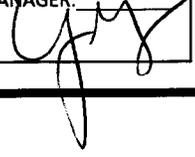
Phone: (661) 822-3228
Fax: (661) 823-8529



COUNCIL REPORTS

AGENDA SECTION: CITY CLERK

MEETING DATE: OCTOBER 17, 2011

APPROVED
DEPARTMENT HEAD: 
CITY MANAGER: 

TO: HONORABLE MAYOR GRIMES AND COUNCIL MEMBERS

FROM: ASHLEY WHITMORE, DEPUTY CITY CLERK

DATE: OCTOBER 12, 2011

SUBJECT: TRUNK OR TREAT SPECIAL EVENT APPLICATION

APPLICANT AND ORGANIZATION

Laura Jenkins, Main Street Tehachapi

EVENT DESCRIPTION

Trunk or Treat will be held on October 31, 2011 from 5:30 pm – 8:30 pm on Green Street and F Street in downtown Tehachapi. This event is open to the public.

APPLICANT REQUESTS

- Closure of F Street from Curry Street to Robinson Street
- Closure of Green Street from Tehachapi Boulevard to E Street
- Street Barricades from Public Works Department

STAFF CONDITIONS

Administration: Event applicant will be responsible for making sure city property is properly cleaned after the close of the event.

RECOMMENDATION

APPROVE THE TRUNK OR TREAT SPECIAL EVENT APPLICATION AND ASSOCIATED STREET CLOSURES, SUBJECT TO CITY CONDITIONS

(661) 822-2200
Fax: (661) 822-8559



115 South Robinson Street
Tehachapi, CA 93561-1722
www.tehachapicityhall.com

SPECIAL USE/EVENT APPLICATION

Organization Main Street Tehachapi

Event Contact Laura Jenkins / Linda Carhart Phone Number 822-6519

Address 105 E E Street

City Tehachapi State CA Zip Code 93561

E-mail Address Laura@mainstreettehachapi.org

Event Name Trunk or Treat

Event Location Green street & "F" Street

Event Date(s) October 31, 2011 Event Time(s) 5:30 - 7:30

Describe Event: (Street Closures, Activities, Participation, Etc.)

We need to have Green st. closed and also "F" street
 please close street @ 3:00 pm - open @ 8:30 pm
 Please place street signs noting the
 3:00 pm closure

Is the event open to the Public? Yes No

Is event for money raising purposes? Yes No

If Yes, what will the proceeds be used for?

Will alcoholic beverages be served? Yes No

Will alcoholic beverages be sold? Yes No

If Yes, what is A.B.C. Permit No?

Event Name

Trunk or treat

Event Date(s)

October 31, 2011

Please Describe How The Following Will Be Accomplished:

Street Barricades	<u>Please close Green street' and also "F" street</u> <i>from Tehachapi to E St.</i> <i>from Curry to Robinson</i>
Traffic Control	<u>At the corner of Green street : Tehachapi Blvd.</u>
Crowd Control	<u>- N/A</u>
Utility Services: Water, Sewer, Electric	<u>NO / N/A</u>
Lights	<u>-</u>
Dust Control	<u>-</u>
Site Clean-up & Maintenance	<u>Main Street will clean up</u>
Security	<u>- N/A</u>
Site Facilities	<u>- N/A</u>
Health Dept.	<u>- N/A</u>

I understand that if I am utilizing a city-owned facility I am responsible to clean the above requested facility, by removing all rubbish, debris, etc., and restore the grounds/facility back to a clean and orderly condition. I further understand I may be required to pay a deposit, at the cities discretion, for clean-up of the grounds/facility, and upon inspection of the grounds/facility, the deposit, may be fully or partially refunded, depending upon the condition the facility is left in by the user.

I also understand that this application is not a guarantee of event approval.

I, the undersigned, have read the above statements, general regulations and insurance requirements attached to this contract, and understand them and agree fully.

Applicant Signature

Laura Jenkins

Date

10/11/11

Office Use Only

Insurance Certificate

List Of Vendors

Council Meeting

Deposit

Plot Plan

Date

10/17/11

Time

<input type="checkbox"/> EN	<input type="checkbox"/> PW	<input type="checkbox"/> A	<input type="checkbox"/> HD
<input type="checkbox"/> CMW	<input type="checkbox"/> CD	<input type="checkbox"/> P	<input type="checkbox"/> BL
<input type="checkbox"/> LG	<input type="checkbox"/> BI	<input type="checkbox"/> P	<input type="checkbox"/> C

Notes

GENERAL REGULATIONS

Facility use agreements are issued in accordance with the policies outlined below as established by the City of Tehachapi. All reservation forms must be signed and returned, along with fees and deposits, before consideration of use approval. SUBMISSION OF RESERVATION REQUEST DOES NOT CONSTITUTE APPROVAL.

1. Any authorization and usage is understood to be at the City's discretion. The City will not be responsible for special condition, accommodations or other improvements for any granted request for use. Any special needs are the responsibility of the user with prior approval of the Public Works Director.
2. Groups or persons using a facility are responsible to pay for any damage to property or loss of property.
3. The City of Tehachapi is not liable for accidental injury to persons or loss or damage of group or individual property. The City requires proof of insurance coverage.
4. When, in the opinion of the City, activity conditions warrant the presence of one or more security personnel, the cost of such service shall be borne by the group or organization sponsoring the activity.
5. Permission to use City of Tehachapi facilities is granted subject to observance of regulations, and permits may be revoked for violation of regulations.
6. Permits may not be transferred, assigned or sublet.
7. Users of the facilities shall observe, obey and comply with all applicable City, County, State and Federal Laws, rules and regulations.

FOOD AND ALCOHOL REGULATIONS

1. The use of alcoholic beverages is by written permit only and must be requested at the time the facility use application is made. The City reserves the right to place restrictions on the use of alcoholic beverages in accordance with State Law.
2. The alcoholic beverage permittee will remove all beverages from the premises immediately following the approved function.
3. Food and refreshments, including alcoholic beverages, may be permitted in certain designated areas as determined by the City, or the designated representative.
4. Any function that is to be catered will be catered by an approved licensed caterer. All caterer's names and addresses will be provided upon request.
5. Any function where alcoholic beverages will be permitted shall require an additional (\$50.00) deposit.

ANY EXCEPTION TO THE ABOVE POLICIES WILL BE REFERRED TO THE CITY MANAGER.

FEE AND DEPOSIT SCHEDULE

The following guidelines and rules will govern the costs and procedures for City approvals.

1. Any part of an hour will be considered a full hour in determining City costs.
2. All fees must be paid to the City of Tehachapi located at 115 South Robinson Street.
3. All refunds will be mailed as soon as possible following conclusion of the activity.
4. No arrangements can be made for a time extension with personnel on duty the day of the activity.

SECURITY PERSONNEL

If, in the opinion of the City Manager or a designated representative an activity condition warrants the presence of one or more security personnel, the cost of such service shall be borne by the group or person sponsoring the activity. Proof of obtaining the required security personnel must be in the City Hall no later than ten (10) working days prior to the activity. Proof should be in the form of a receipt and/or contract from a bonded security agency. If proof is not in the City Hall by the required date, use of the facility may be denied.

IF AFTER PROOF OF SECURITY HAS BEEN SUBMITTED TO CITY, SAID SECURITY IS NOT PRESENT ON DATE OF ACTIVITY, THE CITY EMPLOYEE IN CHARGE MAY REQUEST THE GROUP TO DISCONTINUE ACTIVITY AND ASK THE GROUP TO LEAVE THE AREA.

LIABILITY INSURANCE REQUIREMENTS

Insurance requirements for persons or organizations wishing to use City facilities should be as follows:

The party requesting to use the facility ("applicant") shall secure and keep in force during the entire term of applicant's use of the facility and covering all of applicant's activities with respect to the facility a comprehensive general liability insurance policy with bodily injury, property damage, and contractual coverage of not less than \$1 million per occurrence and including a comprehensive coverage form, and coverages for premises/operation, operations hazard, complete operations, and products liability, and containing special endorsements providing substantially the following:

(1) That the City of Tenachapi, its agents, officers, employees and governing body and each member thereof are declared to be an additional named insured under the terms of the policy with reference to the activity described in the policy, whether such additional insured be actively or passively negligent or liable by operation of law;

(2) Contractual liability coverage underwriting the obligations of applicant to hold harmless, indemnify and defend each of the insureds provided herein;

(3) "Cross liability" or "Severability of Interest" coverage for all named insureds;

(4) That such insurance is primary, and that any other insurance maintained by the additional named insureds is excess and not contributing insurance with respect to the subject insurance policy;

(5) That the insurer waives all rights of subrogation against the additional named insureds;

(6) That the coverage afforded by such policy to the additional named insureds shall not be prejudiced in any way by any failure of the principal insured to comply with any notice requirements of such policy; and

(7) That such policy may not be canceled, coverage reduced or terms altered in any manner detrimental to the coverage except after delivery to the City of written notice not less than 15 days prior to the effective date of such cancellation, reduction or alteration. No such cancellation provisions in any such insurance policy shall be construed in derogation of the continuous duty of applicant to furnish insurance during the term of applicant's use of the facility. The lapse for any reason of insurance as required herein shall constitute breach of this requirement.

The facility shall not be used until applicant has provided City with a duly certificated certificate of insurance issued by an insurance company approved by City and evidencing that the policy has been issued, is effective, and complies with the foregoing requirements. Applicant must also provide City with a facsimile of the insurance policy and no use of the facility can be made until City has approved the policy.

INDEMNIFICATION

Applicant hereby agrees to indemnify, defend, and hold harmless the City, its Councilpersons, boards, commissions, officers, employees and agents from any and all claims, demands, suits, judgements, liability, damages, costs, and expenses arising out of or related to applicant's use or occupation of City's streets or facilities, including but not limited to, any act or omission to act on the part of City, its Councilpersons, boards, commissions, officers, employees, or agents, whether active or passive.

Laura Jenkins
 Applicant Signature

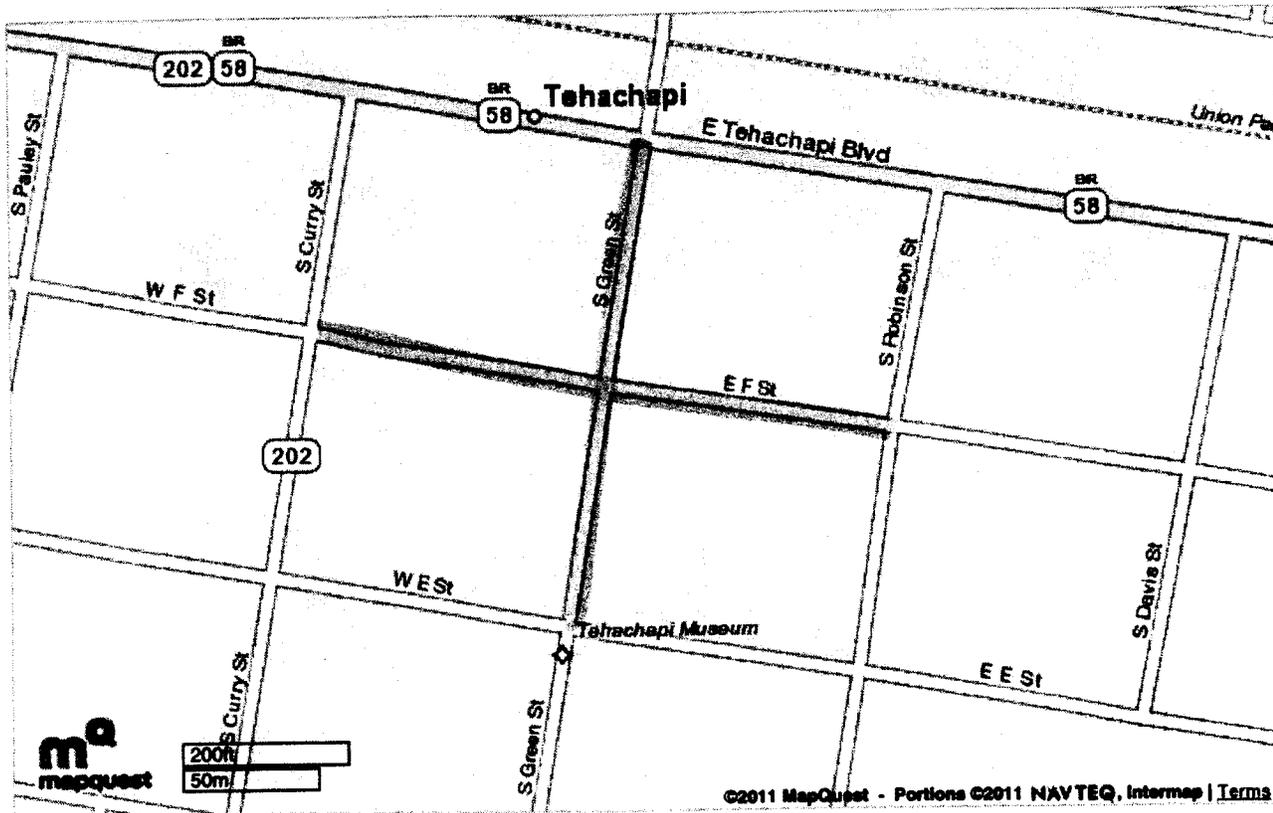
10/12/11
 Date



Notes

Map of:

[100-199] N Green St
Tehachapi, CA 93561



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<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
0017 Check No: 0	American Business Machines Check Date: ? 137136 PD/Copier		10,719.64
		Check Total:	10,719.64
		Vendor Total:	10,719.64
0035 Check No: 0	BC Laboratories, Inc. Check Date: ?		
	B107749	Wtr\Dennison Well samples	15.00
	B107750	Wtr\Curry Resv samples	15.00
	B107812	Swr\Headworks & Clarifier samples	210.00
	B107921 1	Wtr\Minton well, Highline resv samples	50.00
	B107921 2	Wtr\309 E I St., 222 W D St. samples	24.00
	B108209	Swr\Headworks & Clarifier samples	210.00
		Check Total:	524.00
		Vendor Total:	524.00
0060 Check No: 0	BSK Analytical Laboratories Check Date: ?		
	A121918	Swr\Effluent water samples	144.00
		Check Total:	144.00
		Vendor Total:	144.00
0193 Check No: 0	Hach Company Check Date: ?		
	12SEP11	Wtr\Nitratex & Chlorine Sensor, contract	2,015.00
		Check Total:	2,015.00
		Vendor Total:	2,015.00
0223 Check No: 0	Kern County Auditors Office Check Date: ?		
	0811	Parking Citation Revenue\Aug 2011	99.00
		Check Total:	99.00
		Vendor Total:	99.00
0249 Check No: 0	K-Mart Check Date: ?		
	092711	Swr\Rubbing Alcohol	11.97
		Check Total:	11.97
		Vendor Total:	11.97
0310 Check No: 0	Willdan Financial Services Check Date: ?		
	010-15346	Central Pk Improv\gather data, draft rep	1,237.50
	010-15449	LLDVT6062	138.00
	010-15449-	LLDVT6212	129.00
	010-15449-	LLDVT6215	161.00
	010-15449-	LLDVT6216	517.00
	010-15449-	LLDVT6248	45.00
	010-15449-	LLDVT5812	468.00
	010-15449-	LLDVT4927	21.00
	010-15449-	LLDVT6360	26.00
	010-15449-	LLDVT6507	9.00
	010-15449-	LLDVT6723-A	8.00

<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
	010-15449-	LLDVT6497	8.00
	010-15449-	LLDVP11353	14.05
		Check Total:	2,781.55
		Vendor Total:	2,781.55
0322	Old Town Postal & Blueprint Se		
Check No: 0	Check Date: ?		
	9979-23	ComDev\Scan plans to CD, Superior-Lot 8	42.90
	9979-23 1	ComDev\Scan plans to CD, Superior-Lot 8	8.58
	9979-12	ComDev\landscape plans for J. Ingraham	22.53
		Check Total:	74.01
		Vendor Total:	74.01
0373	Thomas F. Schroeter, Attorney @ Law		
Check No: 0	Check Date: ?		
	100311	GG\reimbursement of legal fees	264.00
		Check Total:	264.00
		Vendor Total:	264.00
0429	Tehachapi Valley Healthcare		
Check No: 0	Check Date: ?		
	092011	PD\drug screen	58.30
		Check Total:	58.30
		Vendor Total:	58.30
0430	Tehachapi Lumber Company		
Check No: 0	Check Date: ?		
	125322	Depot\1 lb lath, door stop, liquid nails	20.32
	126489	GG\pinon house\hd seal	8.65
	127605	PW\Hillman misc screws	7.79
	125658	Wtr\hillman misc screws	1.35
	127656	CentPlaza\paint, withrprf photocell, cov	28.65
	128199	Wtr\4x4 10' DF #2/BTR S4S	29.67
	128034	Dwntwn lights\Blade 8x3/4"	19.47
	129089	PW\Hillman misc screws	88.96
	130517	CentPlaza\Hillman misc screws	3.78
	131323	Swr\Rubber hose washer	11.03
	131464	Wtr\outdoor windex	9.11
	131492	CityHall remodel\Hillman misc screws	8.11
	131493	CityHall remodel\coronado base	8.24
	131499	CityHall remodel\notch trowel	2.13
	131521	CityHall remodel\drywall	7.29
	131523	Air\plywood, cottage lap, choice tr rev	945.27
	131572	PD\wall plate	0.59
	131606	Air\drywall	393.05
	131619	Wtr\couple, tee & elbow	5.17
	131628	Air\drywall tape, all purpose mud	123.57
	131638	Air\adapter, boiler valve	9.63
	131643	Wtr\galv nipple, 90 deg st ell 2"	26.57
	131650	CityHall remodel\colonial casing	94.93
	131651	CityHall remodel\colonial casing	29.03
	131658	Wtr\galv elbow, plug, pipe, thread pipe	43.10
	131660	Wtr\galv pipe, thread pipe	22.47
	131670	CityHall remodel\putty knife, spackl	21.83
	131679	CityHall remodel\Hillman misc screws	1.07
	131680	CityHall remodel\Hillman misc screws	2.41
	131150	LLD\Pallet deposit credit	-231.87

<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
		Check Total:	1,741.37
		Vendor Total:	1,741.37
0431	Tehachapi News		
Check No: 0	Check Date: ?		
	12516989	GG\Urgency Ordinance #11-02-708	728.75
	97559	GG\finance charge	5.84
	12517524	GG\Planning Comm Vacancy	72.32
	12522570	GG\Class display recrui	72.32
		Check Total:	879.23
		Vendor Total:	879.23
0450	USA Bluebook		
Check No: 0	Check Date: ?		
	492813	Swr\universal chart pens series 39	81.35
		Check Total:	81.35
		Vendor Total:	81.35
0476	WITTS Everything for the Office		
Check No: 0	Check Date: ?		
	118892-0	GG\ink cartridge	49.95
	118893-0	GG\chair mat, folders, envelopes	203.50
	118921-0	GG\hanging bar, lat file	142.49
	118926-0	Constr\copy paper, ink cartridge	63.60
	118947-0	GG\custom stamp	42.85
	119013-0	ComDev\pocket folders, labels	52.13
	119021-0	GG\business card file, paper	94.16
	119049-0	GG\business card file, whiteboard marker	69.32
	119058-0	GG\memo notes, pad refill	19.53
	C 118733-0	GG\Credit-literature organizer	-98.45
	C 118743-0	GG\Credit-phone stand	-18.22
		Check Total:	620.86
		Vendor Total:	620.86
0525	All American Tire & Service Ce		
Check No: 0	Check Date: ?		
	33561	Airtube, mount & dismount split rim	45.32
		Check Total:	45.32
		Vendor Total:	45.32
0543	BSE Rents		
Check No: 0	Check Date: ?		
	547186	GG\linoleum roller	83.54
		Check Total:	83.54
		Vendor Total:	83.54
0832	ACWA Health Benefits Authority		
Check No: 0	Check Date: ?		
	11-11	Medical	60,178.94
	11-11 1	Dental	6,554.01
	11-11 2	Vision	811.22
	11-11 3	Life/AD&D	1,009.29
		Check Total:	68,553.46

<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
Vendor Total:			68,553.46
1055	Mercury Graphics		
Check No: 0	Check Date: ?		
	4057	GGWindow Envelopes	126.56
	4054	Adopt a Landscape\cut pvc plastic vinyl	160.88
	4059	GG\Business Cards, Curry & Christenson	120.12
		Check Total:	407.56
		Vendor Total:	407.56
1069	Tehachapi Valley Recreation &		
Check No: 0	Check Date: ?		
	09-21-1	TVRPD-reimb for pool starting blocks	5,515.57
		Check Total:	5,515.57
		Vendor Total:	5,515.57
1071	Main Street Tehachapi, Inc.		
Check No: 0	Check Date: ?		
	100511	GG\StarLight Ball Donation	2,000.00
		Check Total:	2,000.00
		Vendor Total:	2,000.00
1075	Prime Signs		
Check No: 0	Check Date: ?		
	N-1965	ComDev\HDU, artwork, hardware, install	4,924.06
		Check Total:	4,924.06
		Vendor Total:	4,924.06
1286	M&M's Sports Uniforms & Embroi		
Check No: 0	Check Date: ?		
	24622	PD\Sew on Patches	14.48
		Check Total:	14.48
		Vendor Total:	14.48
1292	CRWA		
Check No: 0	Check Date: ?		
	092011	Swr\2011 annual membership dues	769.00
		Check Total:	769.00
		Vendor Total:	769.00
1313	Certified Laboratories		
Check No: 0	Check Date: ?		
	495407	RR Depot\antibact. hand cleaner	141.74
		Check Total:	141.74
		Vendor Total:	141.74
1694	Granite Construction Company		
Check No: 0	Check Date: ?		
	10102011	Wtr\refund deposit net of hydrant meter	547.19
		Check Total:	547.19
		Vendor Total:	547.19

<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
1801	HD Supply Waterworks, LTD		
Check No: 0	Check Date: ?		
	3610444	Wtr\Brass gate valves	371.74
	3671655	Wtr\Redi-clamps 3/4x3	440.15
	3726093	Dwntwn Ph II\valves, hyd ext w/kit	874.09
	3743167	Wtr\angle mtr valve	561.13
	3743325	Dwntown PhII\valve for irrigation change	106.58
	3745418	Dwntown PhII\2 watt press. red valve	355.67
	3745626	Wtr\low lead brass nipple	208.36
	3755477	Wtr\2 flg water meter, 2 flgd dialog	1,308.45
	3764945	Wtr\H15073N 1 adpt	383.89
	3765094	Wtr\1x4 low lead brass nipple	101.79
	3774248	Wtr\H15073N 1 adpt	34.90
		Check Total:	4,746.75
		Vendor Total:	4,746.75
1937	Department of Public Health		
Check No: 0	Check Date: ?		
	1160098	Wtr System Fees for 7-1-10 to 6-30-11	9,461.11
		Check Total:	9,461.11
		Vendor Total:	9,461.11
2111	Swift Napa Auto Parts		
Check No: 0	Check Date: ?		
	717557	Constr\wiper blades, wash	13.91
		Check Total:	13.91
		Vendor Total:	13.91
2134	Ferguson Enterprises, Inc #632		
Check No: 0	Check Date: ?		
	7499551	Wtr\drinking fountain	161.81
		Check Total:	161.81
		Vendor Total:	161.81
2147	Coffee Break Service, Inc.		
Check No: 0	Check Date: ?		
	145927	GG\coffee supplies	112.60
	OCT3035	GG\monthly rental water cooler	26.95
		Check Total:	139.55
		Vendor Total:	139.55
2200	Argo Chemical		
Check No: 0	Check Date: ?		
	1109095	Wtr\Argo Chlor sol. 12.5%	1,086.45
		Check Total:	1,086.45
		Vendor Total:	1,086.45
2636	HDWBC		
Check No: 0	Check Date: ?		
	18228	PD\Sony network camera	2,563.11
	18235	PD\Sept 2011 monthly consulting fee	2,000.00
		Check Total:	4,563.11

<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
		Vendor Total:	4,563.11
2676	USPS-Hasler		
Check No: 0	Check Date: ?		
	101011	GGVPostage	1,000.00
		Check Total:	1,000.00
		Vendor Total:	1,000.00
2892	Mountain Maintenance Group, In		
Check No: 0	Check Date: ?		
	4231	GG\Cleaning 9-19 to 10-6	720.00
	4231-1	PD\Cleaning 9-19 to 10-6	900.00
	4232	Air\Cleaning 9-22, 29 & 10-6	150.00
	4230	Depot\Cleaning 9-22 to 10-3	500.00
		Check Total:	2,270.00
		Vendor Total:	2,270.00
3051	Tehachapi Transmissions, Inc.		
Check No: 0	Check Date: ?		
	2756	PD\oil change	43.20
		Check Total:	43.20
		Vendor Total:	43.20
3066	AECOM Technical Services, Inc.		
Check No: 0	Check Date: ?		
	37162406	Dwntwn Beautification Ph II\7-30 to 8-26	14,435.12
	37162514	Traffic Model & Study Proj\7-30 to 8-26	8,782.50
	37162576	WWTP Upgrade proj\7-30 to 8-26	17,277.35
	37162614A	GG\Engineering Svcs 7-30 to 8-26	1,848.16
	37162614D	SWR\Engineering Svcs 7-30 to 8-26	477.50
		Check Total:	42,820.63
		Vendor Total:	42,820.63
3173	Soto Tire & Wheels		
Check No: 0	Check Date: ?		
	092011	Wtr\tires	540.00
		Check Total:	540.00
		Vendor Total:	540.00
3282	Sav-on Pharmacy		
Check No: 0	Check Date: ?		
	092711	ComDev\flu shots	53.98
	092711-1	Finance\flu shots	107.96
	092711-2	PD\flu shots	53.98
		Check Total:	215.92
		Vendor Total:	215.92
3372	1-800-Conference		
Check No: 0	Check Date: ?		
	30795221	RDA/Branding Call w/consultants	149.29
		Check Total:	149.29
		Vendor Total:	149.29

City of Tehachapi
User:delphina

Accounts Payable
Checks by Date - Detail by Vendor Number

Printed: 10/13/2011 13:51
Detail

<u>Vendor</u>	<u>Invoice No</u>	<u>Line Description</u>	<u>Check Amount</u>
3375	Cheaper Than Dirt		
Check No: 0	Check Date: ?		
	6831086A	PD\Ammo\rifle, gun cleaning supplies	911.28
		Check Total:	911.28
		Vendor Total:	911.28
		Report Total:	171,139.21

<u>Invoice No</u>	<u>Description</u>	<u>Reference</u>	<u>Invoice Date</u>	<u>Check Amount</u>
Check No: 34548 2655844	Check Date: 09/29/2011 PD/subscriber access line	Vendor: 2963 AT&T	09/13/2011	177.51
			Check Total:	177.51
Check No: 34549 092111	Check Date: 09/29/2011 PD/lodging/Michael Palmateer	Vendor: 3414 Fairfield Inn & Suites	09/21/2011	351.39
			Check Total:	351.39
Check No: 34550 71808	Check Date: 09/29/2011 A/octane wholesale fuel	Vendor: 2113 Fuel Controls, Inc.	09/14/2011	22,626.45
			Check Total:	22,626.45
Check No: 34551 092711	Check Date: 09/29/2011 GG/parking/fare	Vendor: 2052 Thomas G. Garrett	09/27/2011	12.00
			Check Total:	12.00
Check No: 34552 09282011 1 09282011 2	Check Date: 09/29/2011 Swr/meals allowance/SWRCB Grd 1 exam Swr/meals allowance/SWRCB Grd 1 exam	Vendor: 2562 Wyatt J. Misiura	09/28/2011 09/28/2011	50.00 159.63
			Check Total:	209.63
Check No: 34553 092111	Check Date: 09/29/2011 PD/meals allowance/Cal EMA course	Vendor: 2808 Michael Palmateer	09/21/2011	125.00
			Check Total:	125.00
Check No: 34554 0923111 0921112 0923113 0923114 0921115 0923116 0923117 09271117 09271119 09271120 09271121 09271122 0924118 09271118 0924119 09241123 09231123 09231110 09231111 09231112 09231113 09231114 09211115 09221116	Check Date: 09/29/2011 GG/1125 Capital Hills GG/311 E D st GG/111 W I st GG/109 E Teh blv City Parks/114 S Green Strts/209 1/2 E Teh blv Strts/333 1/2 E Teh blv Strts/Curry/D st Strts/Teh blv W/O Green Strts/103 Teh blv Strts/101 E Teh blv #B Strts/110 S Mill st Traffic Signal/801 Mountain View ave Wtr/358 E D st Swr/800 Enterprise WWTP Swr/880 Enterprise A/West end Teh Airport A/314 N Hayes st #50 A/409 Bryan ct A/314 N Hayes st PAPI A/314 N Hayes st #G3 A/314 N Hayes st LLD/Clear View/318 E E st LLD/Mill st Cottages/329 1/2 D st	Vendor: 0372 Southern California Edison	09/23/2011 09/21/2011 09/23/2011 09/23/2011 09/21/2011 09/23/2011 09/23/2011 09/27/2011 09/27/2011 09/27/2011 09/27/2011 09/27/2011 09/24/2011 09/27/2011 09/24/2011 09/24/2011 09/23/2011 09/23/2011 09/23/2011 09/23/2011 09/23/2011 09/21/2011 09/22/2011	21.99 140.15 59.29 73.03 257.90 21.99 164.46 16.61 17.13 85.12 164.70 139.97 59.11 2,853.86 6,807.22 1,388.33 21.99 22.19 479.59 41.87 35.91 167.83 69.33 103.67
			Check Total:	13,213.24
			Report Total:	36,715.22



COUNCIL REPORTS

AGENDA SECTION: CITY MANAGER REPORTS

MEETING DATE: OCTOBER 17, 2011

APPROVED
DEPARTMENT HEAD: _____
CITY MANAGER: _____

TO: HONORABLE MAYOR GRIMES AND COUNCIL MEMBERS

FROM: GREG GARRETT, CITY MANAGER

DATE: OCTOBER 11, 2010

SUBJECT: GRAND JURY RESPONSE LETTER

BACKGROUND

On October 11, 2011, the City received a letter and an accompanying report from the Kern County Grand Jury, which provided findings and recommendations from a recent study they completed regarding Joint Powers Agreements (JPA) and Memorandums of Understanding (MOU's) throughout the County of Kern. The completed Grand Jury report is attached to this staff report.

Specifically, after reviewing these JPAs and MOUs the Grand Jury made five findings, which are not specific to Tehachapi but are generic to all of the cities in the County. These findings are outlined in the report. Additionally, the report presented two recommendations, again generic to all of the cities in the County, which are as follows:

Recommendation #1: City Councils should mandate that city clerks provide the current status of all JPA and MOU agreements to the council in the board agenda packet quarterly.

Recommendation #2: Any agency that enters into JPAs and/or MOUs should maintain coherent files of all such agreements in a single location. Either the Kern County Auditor-Controller or the Clerk of the Board can provide guidance in this matter.

As the City is required to respond to the Grand Jury report, pursuant to Penal Code Section 933.05, Staff has prepared a letter to the County (attached) and recommends that the Council authorize the Mayor to sign the same for transmittal back to the Grand Jury.

For the Council's information, the City has entered into three MOUs and one JPA which are described below.

- MOU between the City of Tehachapi and Tehachapi Unified School District for a School Resource Officer dated July 19, 2010.

- MOU between the City of Tehachapi and the County of Kern regarding property tax exchange dated March 21, 2005.
- MOU between the City of Tehachapi and the Bakersfield PD for the AVOID Traffic Safety Grant Program dated September 29, 2010.
- Joint Powers Authority – Central San Joaquin Valley Risk Management Authority dated May 6, 1985.

RECOMMENDATION

AUTHORIZE THE MAYOR TO SIGN THE RESPONSE LETTER TO THE GRAND JURY REGARDING JOINT POWERS AGREEMENTS AND MEMORANDUMS OF UNDERSTANDING

October 17, 2011

Dwight Reynolds, Foreman
2011-2012 Kern County Grand Jury
Suite 600
1415 Truxtun Avenue
Bakersfield, CA 93301

Re: Joint Powers Agreement

Dear Mr. Reynolds:

Please accept this letter in response to your letter dated October 6, 2011 regarding the issue referenced above. To my knowledge, this is the first time that we have received the report or a letter referencing the same.

That said, we have reviewed the report and appreciate the Grand Jury's efforts in addressing government efficiencies. This is an important responsibility of all of the agencies in Kern County and one that we do not take lightly.

Specifically, we believe that the City of Tehachapi is already in compliance with your second recommendation regarding proper filing of JPA's and MOU's. As to Recommendation No. 1, we have considered the very small number of MOU's and JPA's that the City currently operates within and do not feel that a quarterly report by the City Clerk, to the Council, is necessary at this time.

Thank you again for the work that you do.

Sincerely,

Ed Grimes
Mayor

JOINT POWERS AGREEMENTS AND MEMORANDUMS OF UNDERSTANDING

PURPOSE OF INQUIRY:

The Cities and Joint Powers Committee (Committee) of the 2010-2011 Kern County Grand Jury reviewed the Joint Powers Agreements (JPAs) and the Memorandums of Understanding (MOUs) within Kern County for the purpose of updating the Kern County Grand Jury's permanent files. The governmental agencies reviewed were the Board of Supervisors (BOS), the eleven incorporated cities in Kern County, the Kern County Superintendent of Schools (KCSOS), the Kern Council of Governments (Kern COG), and the Local Agency Formation Commission (LAFCO), pursuant to California Penal Code §§ 925, 925a and 933.6.

PROCESS:

The Committee contacted the BOS Clerk of the Board, the Kern County Auditor-Controller, Kern COG Executive Secretary, KCSOS Assistant Superintendent, City Clerks of the Cities of Arvin, California City, Delano, McFarland, Ridgecrest, Shafter, Taft, Tehachapi, and Wasco, Bakersfield Acting City Clerk, and the Maricopa Deputy City Clerk, requesting a list of all JPAs and MOUs for the purpose of identifying agreements of the agencies listed above that fall under the Kern County Grand Jury responsibility of review.

BACKGROUND / FACTS:

A Joint Powers Agreement is a contract between a city, a county, and/or a special district in which the city or county agrees to perform services, cooperate with, or lend its powers to, the special district. The JPA acronym can stand for joint powers agreement, joint powers authority or joint powers agency. There are few limitations for the use of joint powers agreements. The term of a JPA may range from short-term to perpetual. JPAs can save both time and taxpayer's money by sharing services and resources to take advantage of the economies of scale.

All JPA meetings are open to the public and must follow the Public Records Act, the Political Reform Act and are subject to the Brown Act.

A Memorandum of Understanding is an agreement between entities working toward the same purpose that outlines the specific responsibilities of each organization. MOUs are written for a specific duration and have to be reviewed and renewed as needed.

The fifteen government agencies contacted reported a total of 230 JPAs and MOUs in Kern County.

Persons wishing to receive an email notification of newly released reports may sign up at:
www.co.kern.ca.us/grandjury, click on: Sign up for early releases.

RESPONSE REQUIRED WITHIN 90 DAYS:

**PRESIDING JUDGE
KERN COUNTY SUPERIOR COURT
1415 TRUXTUN AVENUE, 2ND FLOOR
BAKERSFIELD, CA 93301**

**Cc: FOREPERSON
KERN COUNTY GRAND JURY
1415 TRUXTUN AVENUE, SUITE 600
BAKERSFIELD, CA 93301**



COUNCIL REPORTS

AGENDA SECTION: CITY MANAGER REPORTS

MEETING DATE: OCTOBER 17, 2011

APPROVED
DEPARTMENT HEAD: _____
CITY MANAGER: _____

TO: HONORABLE MAYOR GRIMES AND COUNCIL MEMBERS

FROM: GREG GARRETT, CITY MANAGER

DATE: OCTOBER 11, 2010

SUBJECT: PARTNERSHIPS

BACKGROUND

During good economic times and bad, there are always opportunities to partner with local agencies, local non-profits, private industry and others. Taking advantage of these opportunities provides us with multiple benefits including an increased return on our investments, reduced operating costs for the City, increased community pride, better collaborations, and more.

Over the past several years the Council and Staff have developed and maintained a long list of partnerships. Upon Councilmember Wiggins' request, the following list of partnerships provides a simple illustration of the great work that is occurring in our community as a result of cooperation and partnerships.

Partnership	Description
Airstreams Renewables Inc.	Airstreams Renewables maintains the City's wind turbines as part of their training curriculum.
AV Youth Rodeo	The Council waived fees for the AV Youth Rodeo's use of the Rodeo Grounds.
Bear Valley CSD	The City partners with BVCSO for police dispatch services.
California Correctional Institution	City Police utilize the CCI Firing Range for training and City public works utilizes the CCI Inmate Work Crew for various projects.

California Department of Corrections and Rehabilitation	TPD provides assistance to Parole Officers for home searches.
County of Kern	The City has partnered with the County on variety of road and infrastructure projects and works closely with the Department of Planning and Community Development.
East Area Special Enforcement Team	EASET is a group of east Kern agencies that partner together to deal with special law enforcement issues.
Friends of the Depot	The FOTD manages the Depot building and museum.
Golden Hills CSD	A variety of partnership and collaboration opportunities exist between the City and GHCSO.
Greater Antelope Valley Economic Alliance	The City and GAVEA work together to develop the area's economy.
Greater Tehachapi Chamber of Commerce	The Chamber and the City conduct a variety of events and programs together, all in the interest of promoting and developing local businesses.
Greater Tehachapi Economic Development Council	The EDC and the City work together on business development and tourism efforts.
Kern Council of Governments	KernCOG and the City partner together for transportation planning and development.
Kern County Employer Resources Training	The City partners with this County agency towards assisting employers with their staffing needs and understanding the benefits of hiring employees through this system.
Kern County Law Enforcement Officers Association	This partnership provides a regional planning forum for law enforcement issues.
Kern County Probation	TPD provides assistance to Probation Officers conducting home searches.

Kern Economic Development Corporation	The City and KEDC work together to develop the area's economy.
Kern Energy Watch	This partnership is focused on creating more energy efficient homes and business in the County.
Kern Narcotics Enforcement Team	Many County agencies participate in this partnership which is focused on stopping and deterring narcotics trafficking in the County.
Main Street Tehachapi	The City regularly supports Main Street's efforts to promote Downtown Tehachapi and its businesses.
Mid-State Development	The City's role in this organization allows Community Development staff to provide assistance to small and medium businesses looking for capital to expand and improve their business.
Police Explorers	This organization is run by the Tehachapi Police to allow young men and women the opportunity to explore and develop careers in law enforcement.
Senior Citizens	The Senior Center is owned by the City and managed by the Tehachapi Senior Citizen Center organization, with the City providing much in the way of support, financially and otherwise.
SIT Team	This multi-agency partnership allows TPD to bring additional officers in from around the County to assist our department during large events and other periods where increased police presence is warranted.
Southern California Edison	SCE and the City work together on energy and electricity issues.
Stallion Springs CSD	A variety of partnership and collaboration opportunities exist between the City and SSCSD.
Tehachapi Collaborative	City Staff partner with the Tehachapi Collaborative to share information and to plan events like the National Night Out.
Tehachapi Community Theatre	TCT manages the City owned BeeKay Theatre.

Tehachapi Cummings-County Water District	TCCWD and the City partner together for mutually beneficial water projects.
Tehachapi Economic Alliance Members	This informal partnership of five local organizations works together to provide education and outreach to local residents and businesses regarding the local economy.
Tehachapi Heritage League	THL manages the city owned Tehachapi Museum.
Tehachapi Mountain Rodeo Association	The Tehachapi Mountain Rodeo association organizes two outstanding rodeo events per year at the Tehachapi Rodeo Grounds and has made significant improvements to the facility.
Tehachapi Society of Pilots	TSP assists the City in improving our airport and organizes the Celebration of Flight event each year.
Tehachapi Unified School District	City Police provide a School Resource Officer, the cost of which is equally shared between the two agencies. The school also works with the City as a member of TEAM Tehachapi and in various other capacities.
Tehachapi Valley Recreation and Parks District	TVRPD and the City are partners in the Recreation and Parks business.
Volunteers In Policing	VIPs are an organization of excellent volunteers that provide assistance to the department in a variety of areas.

RECOMMENDATION

FOR INFORMATION ONLY