

MINUTES

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

**BeeKay Theatre
110 South Green Street**

Monday, February 4, 2013 – 6:00 P.M.

NOTE: Sm, Gr, Wi, Ni and Va are abbreviations for Council Members Smith, Grimes, Wiggins, Nixon and Vachon, 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 Smith at 6:00 p.m.

ROLL CALL

Roll call by City Clerk Julie Drimakis

Present: Mayor Smith, Mayor Pro-Tem Wiggins, Councilmembers
Grimes, Nixon and Vachon

Absent: None

INVOCATION

By Pastor Ron Barker of the First Baptist Church

PLEDGE TO THE FLAG

Led by Councilmember Wiggins

CONSENT AGENDA

Approved consent agenda subject to change of motion on item *15 to state that as no agreement has been reached with Tehachapi Valley Healthcare District (TVHD) council approves the eventual agreement subject to approval of the City Manager and the City Attorney.

Approved Consent Agenda
Subject To Amended Motion
on item *15
Gr/Ni Ayes All

AUDIENCE ORAL COMMUNICATIONS

1. General public comments regarding matters not listed as an agenda item were received from:

- a. Cherril Cragg from Have A Heart Humane Society asked Council if County of Kern Animal Control services provided the quarterly report per the contract with the city. Mayor Smith asked staff to respond. Chief Kermodé stated no report has been received.
- b. Chelley Kitzmiller, Have a Heart Humane Society and Tehachapi Humane Society, spoke regarding lack of spay and neuter services. Proposed that the City of Tehachapi to donate money to the County of Kern to provide spay and neuter services for Tehachapi's pets. Mayor Smith clarified no action can be taken at the meeting but directed staff to look into the proposal. City Manager Greg Garret clarified that he and the Chief of Police will be meeting with the Department Head and they will discuss the proposal and will bring it back to Council with a staff report and action. Marianne Hester also made comments regarding issue.
- c. BJ Hinds, Have a Heart Humane Society also spoke regarding spay and neuter services needed in Tehachapi.
- d. Socorro Schmidt, city resident, expressed concern regarding the railroad company damaging curbing on H Street. Mayor Smith directed staff to look into issue.
- e. Beatrice Sutter, city resident, spoke regarding ill-treatment by city employees, including the police department. Mayor Smith advised that she should make an appointment with the Chief of Police to discuss her concerns.
- f. Charles White, city resident, spoke on behalf of the Tourism Commission. Requested that Council think of tourism during the next budget cycle.

CITY CLERK REPORTS

- *2. **ALL ORDINANCES SCHEDULED FOR INTRODUCTION OR ADOPTION AT THIS MEETING SHALL BE READ BY TITLE ONLY.**
- *3. Minutes for the Tehachapi City Council, Tehachapi Redevelopment Successor Agency, Tehachapi Public Financing Authority, and the Tehachapi City Financing Corporation regular meeting on Tuesday, January 22, 2013 - **APPROVED AND FILED.**
4. The City Council will appoint one member to the Tehachapi Valley Recreation and Parks District Board to fill the vacancy created by Board Member Paul Press' expiration of term. This appointment will fill a four year term which is to expire on February 3, 2017. The City Clerk's office received an application from Paul Press –**APPOINTED PAUL PRESS TO THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT BOARD TO COMPLETE A TERM TO EXPIRE ON FEBRUARY 3, 2017**

All Ord. Read By Title Only
 Gr/Ni Ayes All

Approved & Filed
 Gr/Ni Ayes All

Appointed Paul Press to
 TVRPD Board to Complete a
 Term To Expire on February
 3, 2017
 Gr/Ni Ayes All

ACTION TAKEN

5. Electronic mail generates correspondence and other documentation which may be recognized as Official City Records in need of retention in accordance with the California Public Records Act. Typically, e-mails that contain substantive information concerning City policies, decision-making, proceedings, projects, contracts, or that may later be important or useful for carrying out City business should be retained in accordance with the Electronic Mail Management and Retention Policy – **APPROVED THE ELECTRONIC MAIL MANAGEMENT AND RETENTION POLICY**

Approved Electronic Mail Management and Retention Policy
Wi/Ni Ayes All

FINANCE DIRECTOR REPORTS

*6. Disbursements, bills, and claims for January 17, 2013 through January 30, 2013 – **AUTHORIZED PAYMENTS.**

Authorized Payments
Gr/Ni Ayes All

*7. There are three check signers in place to sign checks and transfer funds to and from the Local Agency Investment Fund. Due to the election of a new City Treasurer, Laura Jenkins, it is necessary for the City to update its banking authorization – **ADOPTED RESOLUTION 03-13 AUTHORIZING DESIGNATED OFFICERS TO DEPOSIT AND/OR WITHDRAW FUNDS INTO AND OUT OF THE LOCAL AGENCY INVESTMENT FUND**

Adopted Resolution 03-13 Authorizing Designated Officers to Deposit and/or Withdraw Funds Into and Out of the Local Agency Investment Fund
Gr/Ni Ayes All

*8. The State of California reimburses local agencies for costs incurred in complying with certain state-mandated programs. The City has been working with Andy Nichols for SB90 Mandated Cost Claims filing since 2001/02 – **APPROVED THE CONTRACT WITH NICHOLS CONSULTING FOR THE SB90 FILING SERVICE**

Approved Contract with Nichols Consulting for SB90 Filing Service
Gr/Ni Ayes All

*9. California Government Code Section 53646(a) requires council members to review and approve the Investment Policy each year. Staff has reviewed the current policy and feels that no change is necessary – **APPROVED THE EXISTING INVESTMENT POLICY WITHOUT ANY CHANGES AND ADOPTED THE RESOLUTION 04-13**

Approved Investment Policy & Adopted Resolution 04-13
Gr/Ni Ayes All

AIRPORT MANAGER REPORTS

*10. The Sandy Family Living Trust, George T. Sandy, Trustee, recently purchased hangar 10E located at the Tehachapi Municipal Airport. Mr. Sandy is requesting a new commercial hangar ground lease – **APPROVED THE COMMERCIAL HANGAR GROUND LEASE AGREEMENT WITH THE SANDY FAMILY LIVING TRUST, GEORGE T. SANDY, TRUSTEE**

Approved Commercial Hangar Ground Lease Agreement with the Sandy Family Living Trust, George T. Sandy, Trustee
Gr/Ni Ayes All

UTILITY MANAGER REPORTS

11. Consideration of the annual agreement with Golden Hills Community Services District for 450 acre-feet of ground water. This will allow the City to pump an additional 300 acre-feet of ground water in the calendar year 2013 – **APPROVED THE ANNUAL WATER RIGHTS LEASE AGREEMENT WITH THE GOLDEN HILLS COMMUNITY SERVICES DISTRICT**

Approved Annual Water Rights Lease Agreement with Golden Hills Community Services District
Wi/Va Ayes All

12. With the recently completed Waste Water Treatment Plant Improvements Project, the need has risen for alarm system installation and continuous monitoring for the various structures. Staff received a quotation from Kern Security and Fire Systems for installation and monitoring. Due to the layout and conduit issues, Staff received the quotation for the work in two separate quotations. Quotations total \$7,278 for installation, plus \$108 per month for monitoring – **ACCEPTED QUOTATION AND APPROVED CONTRACT WITH KERN SECURITY AND FIRE SYSTEMS SUBJECT TO REVIEW AND APPROVAL BY CITY ATTORNEY**

Accepted Quotation and Approved Contract with Kern Security & Fire Systems Subject to Review & Approval by City Attorney
Gr/Ni Ayes All

CITY ENGINEER REPORTS

13. A call for grant applications has been made by the State Department of Water Resources. At this time, Staff wishes to prepare the necessary project application for a joint City of Tehachapi/Tehachapi-Cummings County Water District (TCCWD) project. The goal of the project is to connect the City's Snyder Well to the TCCWD non-potable waterline located near the intersection of Dennison Road and Valley Blvd. – **AUTHORIZED CITY STAFF TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT, SUBJECT TO THE CITY ATTORNEY'S APPROVAL, WITH PROVOST & PRITCHARD CONSULTING GROUP FOR THE PURPOSE OF PREPARING A GRANT APPLICATION TO THE DEPARTMENT OF WATER RESOURCES**

Authorized Staff to Enter into a Professional Services Agreement, Subject to the City Attorney's Approval, with Provost & Pritchard Consulting Group for the Purpose of Preparing a Grant Application to the Department of Water Resources
Wi/Ni Ayes All

14. A little less than a year ago, the City embarked on a selection process to identify a consultant engineering/architectural firm to lead the development of a new police headquarters to be located at 220 W. C Street. The design for this project is 95% complete at this point and we are expecting contract documents ready for plan check by Kern County Fire within the week. Presuming all goes as planned; City Staff will be ready to begin the bidding process for construction by the end of February 2013. – **PUBLIC COMMENTS RECEIVED FROM CHERRILL GRAGG WHO REQUESTED CLARIFICATION AND EXPRESSED CONCERN REGARDING CURRENT DISPATCH SERVICES. APPROVED THE PROPOSED CONTRACT DOCUMENTS FOR THE PROPOSED**

Approved Proposed Contract Documents for the Proposed Replacement Police Headquarters Project & Authorized Staff to Begin the Construction Proposal Solicitation Process
Gr/Wi Ayes All

**REPLACEMENT POLICE HEADQUARTERS PROJECT AND
AUTHORIZED CITY STAFF TO BEGIN THE CONSTRUCTION
PROPOSAL SOLICITATION PROCESS**

CITY ATTORNEY REPORTS

*15. The city and Tehachapi Valley Healthcare District (TVHD) have been negotiating the terms of transfer of the TVHD water rights to the city and expect to reach agreement before your meeting – **CITY ATTORNEY TOM SCHROETER ADVISED COUNCIL THAT BECAUSE NO AGREEMENT WAS REACHED PRIOR TO THE MEETING, COUNCIL WOULD BE APPROVING THE AGREEMENT THAT STAFF STILL HAVE TO NEGOTIATE. APPROVED AGREEMENT FOR TRANSFER OF WATER RIGHTS FROM TVHD TO CITY SUBJECT TO REVIEW AND APPROVAL BY CITY ATTORNEY**

Approved Agreement for
Transfer of Water Rights
From TVHD to City Subject
to Review and Approval by
City Attorney
Gr/Ni Ayes All

CITY MANAGER REPORTS

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

Received Report

COUNCIL MEMBER ANNOUNCEMENTS OR REPORTS

1. Grimes spoke regarding meetings in Sacramento with legislators regarding prisoner realignment program and issues about inequality of reimbursement from the state. Northern counties receive more funding for inmates than southern counties due to funding based on population in county and he stated that Kern County is not getting fair share. He further spoke about ACCAP's efforts in correcting this issue.
2. Wiggins spoke regarding spending time with the Chief of Police and school representatives as well as other police agencies inspecting the schools. Identified issues and toured campuses. Fruitful experience and stated that efforts are towards making campuses as safe as they can be.

CLOSED SESSION

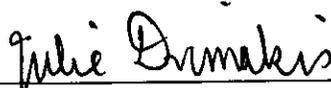
1. Approval of closed session minutes of January 22, 2013.

Approved Minutes
Gr/Ni Ayes All

ADJOURNMENT

The City Council/Boards adjourned at 7:24 p.m. to a Tehachapi City Council, Tehachapi Redevelopment Successor Agency, Tehachapi Public Financing Authority and Tehachapi City Financing Corporation Regular Meeting to be held on Tuesday, February 19, 2013, at 6:00p.m.

NI/WI



Julie Drimakis
City Clerk, City of Tehachapi

Approved this 19th day
Of February, 2013.



PHILIP SMITH
Mayor, City of Tehachapi