

**TOWN OF YUCCA VALLEY  
TOWN COUNCIL MEETING MINUTES  
MARCH 18, 2014**

**OPENING CEREMONIES**

Mayor Lombardo called the meeting to order at 6:00 p.m.

Council Members Present: Abel, Leone, Rowe, Mayor Pro Tem Huntington and Mayor Lombardo.

Staff Present: Deputy Town Manager Stueckle, Administrative Services Director Yakimow, Lt. Wilke, Town Attorney Laymon and Administrative Assistant Randall.

The Pledge of Allegiance was led by Council Member Leone

The invocation was led by Pastor Stephen Jones, First Southern Baptist Church

**PRESENTATIONS**

**1. Animal Care and Control**

Animal Care and Control Manager Melanie Crider gave a presentation with statistics for the 2013 calendar year of the Town of Yucca Valley Animal Care and Control Services activities.

**AGENCY REPORTS**

- 2. Yucca Valley Chamber of Commerce President Jim Lawless presented the monthly update for February 2014.**
- 3. The monthly Water / Wastewater Report was presented by Hi Desert Water District Jennifer Poland, Public Information Associate. Council questioned as to when an assessment vote would move forward. Ms. Poland indicated in early to mid-summer, 2014.**

**APPROVAL OF AGENDA**

Council Member Abel moved to approve the agenda for the Regular Town Council Meeting of March 18, 2014. Council Member Huntington seconded. Motion carried 5-0-0 on a voice vote.

**CONCENT AGENDA**

- 4. Waive further reading of all ordinances and read by title only.**

5. **Approve** the Town Council meeting minutes of January 21, 2014 as amended to correct the Mayor Pro Tem as adjourning the meeting.
6. **Receive and file** the monthly statistical Fire Department Reports for February 2014.
7. **Adopt** Ordinance No. 247 repealing Yucca Valley Municipal Code Sections 2.08.090 and 2.080.100 pertaining to Town Manager Separation Issues.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN  
OF YUCCA VALLEY REPEALING YUCCA VALLEY  
MUNICIPAL CODE SECTIONS 2.08.090 AND 2.08.100  
PERTAINING TO TOWN MANAGER REMOVAL

8. **Accept** Paradise Park Playground Improvement project as substantially complete, authorize staff to file the Notice of Completion; authorize the reduction of the Faithful Performance Bond to 10%, and direct staff to retain the Labor and Material Bond for six (6) months for Project No.8947.
9. **Approve** Paradise Park Programming Review affirming the unanimous recommendation of the Town's Parks, Recreation and Cultural Commission implementing Alternative #3 of the After School Program review.
10. **Receive and file** the 2013 General Plan Annual Report.
11. **Approve** the third Amendment to the Service Agreement with Quality Street Services, Inc., dated September 27, 2005, increasing the Storm Recovery Compensation from \$25,000 to \$125,000, and amending the FY 13/14 Budget, appropriating \$100,000 from the General Fund Catastrophic Event Reserve to 55-59-7110, Gas Tax Fund (515), Professional Services.
12. **Approve** the Fifth Amendment to the Service Agreement with Clark Construction Co., increasing total compensation under the contract from \$25,000 to \$40,000, and appropriating \$15,000 from the General Fund Catastrophic Events Reserve to the Gas Tax Fund Professional Services account, authorizing the Town Manager to sign all necessary documents related to the Agreement.
13. **Receive and file** AB1234 Reporting Requirement Schedule for the month of February 2014.
14. **Ratify** the Payroll Registers total of \$129,798.67 dated February 28, 2014. Ratify Warrant Registers total of \$326,632.62 for checks dated March 6, 2014.

Mayor Lombardo opened public comment for the Consent Agenda items.

Margo Sturges spoke on item #11 and thanked staff for going out to bid.

With no other members of the public wishing to speak, Mayor Lombardo closed public comments.

Council Member Leone had a correction on the January 21, 2014 Town Council minutes. Noting that Mayor Lombardo did not adjourn the meeting it was Mayor Pro Tem Huntington.

Council Member Abel moved to approve consent agenda items 4-14. Council Member Rowe seconded. Motion carried 5-0-0 on a roll call vote.

**AYES:** Council Members Abel, Huntington, Leone, Rowe and Mayor Lombardo  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**DEPARTMENT REPORTS**

**15. State Safe Routes to School Grant Funds (SR2S)  
Sage Avenue SR2S Improvements- Town Project No.8320  
Authorization to Bid**

Deputy Town Manger Stueckle and Town Project Engineer Qishta gave an update presentation on the Safe Route to School Project along Sage Avenue near Yucca Valley High School.

Mayor Lombardo opened public comments.

Ron Cohn -Yucca Valley inquired on the logistics of the sidewalks.

With no other members of the public wishing to speak, Mayor Lombardo closed public comments.

Mayor Pro Tem Huntington moved to adopt Resolution No. 14-06, approve the plans and specifications for Project No. 8320, and authorize the Town Clerk to advertise and receive bids.

Council Member Rowe seconded. Motion carried 5-0 on a roll call vote.

**AYES:** Council Members Abel, Huntington, Leone, Rowe and Mayor Lombardo  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**16. Facility Use Policy Review**

Director of Administrative Services Yakimow reported on the need to approve the suggested edits and modifications to the existing Facility Use Policy. In 2012, the Parks, Recreation and Cultural Commission began its current review of the Town’s Facility Use Policy and

completed the final draft in December 2013. A majority of the suggested changes are administrative in nature.

Mayor Lombardo opened public comment:

Margo Sturges -Yucca Valley commented on the work the Parks, Recreation and Cultural Commission has done on the Facility Use Policy and inquired on animals in the buildings.

Council Member Rowe and Mayor Pro Huntington thanked staff on the work done on the facility policy.

Mayor Lombardo stated the changes are easy to understand.

Council Member Rowe moved to approve the suggested edits and modifications to the existing Facility Use Policy as approved by the Town's Parks, Recreation and Cultural Commission. Council Member Leone seconded. Motion carried 5-0 on a roll call vote.

**AYES:** Council Members Abel, Huntington, Leone, Rowe and Mayor Lombardo  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

## 17. Reserve Policy Review

Director of Administrative Services Curtis Yakimow, reported on the Reserve Policy Review. Director Yakimow opened discussion on the policy, stating that it is designed to ensure a solid financial base for both ongoing and exceptional Town operations. Specifically, the existing policy accomplishes the following:

- Clarifies that the Town's general fund reserves, excluding designations, will be in the range of 25-30% of operating expenditures.
- Establishes a vehicle and equipment reserve within the Town's existing internal service fund at 125% of annual depreciation, capped at a maximum amount of \$500,000.
- Establishes the capital projects reserve fund, into which general fund financial resources in excess of the policy guidelines will be appropriated.

Mayor Lombardo opened to public comment. With no members of the public wishing to speak, public comments were closed.

Council Member Abel moved to approve the actual fiscal year 2012-13 reserve balances and projected fiscal year 2013-14 reserve balances and adopt Resolution No. 14-07 modifying the Town's Reserve Policy as follows:

- Establish the stated Reserve Policy range to 50% - 55% as indicated in the adopted FY 2013-14 budget, and

- Direct staff to complete the FY 2013-14 infrastructure transfer in the amount of \$150,000 from the Town's General Fund to the Town's Capital Projects Reserve Fund for use in the upcoming 2014 Slurry Seal/Street Maintenance project.

Mayor Pro Tem Huntington seconded. Motion carried 5-0 on a roll call vote.

**AYES:** Council Members Abel, Huntington, Leone, Rowe and Mayor Lombardo  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**FUTURE AGENDA ITEMS**

Council Member Leone requested a discussion on dirt roads.

**PUBLIC COMMENTS**

Mayor Lombardo opened public comment.

Saran Graham reported that Soroptimist International of Yucca Valley will have the Harlem Ambassadors basketball game May 3<sup>rd</sup> at the Bell Center at Copper Mountain College. All proceeds go to the Soroptimist International.

With no member of the public wishing to speak, Mayor Lombardo closed public comments.

**STAFF REPORTS AND COMMENTS**

Deputy Town Manager Stueckle reported that in April staff will bring the 2014-15 and 2015-16 revenue projections options of each department. Planning Commission has been busy, working on the updated Development Code.

Administrative Services Director Yakimow reported that sales tax numbers look positive. The 4<sup>th</sup> quarter sales were 4.2 percent higher than last year.

The Youth Commissioners have been working on a smoking ordinance for local parks and the Town's Adult Softball League will be starting this Monday. Hi Desert Nature Museum's Science Saturdays are well attended. April 19<sup>th</sup> will be a busy day with Earth Day and the annual Easter Egg Hunt both starting at 9:00 a.m.

**MAYOR AND COUNCIL MEMBER REPORTS AND COMMENTS**

Council Member Abel thanked the citizens for coming and participating in the discussions. We do have a great community. Abel also commented on the success of the Healthy Hearts Run.

Council Member Leone thanked all the commissioners for their diligent work. Thanked all the volunteers.

Mayor Pro Tem Huntington announced that he and Council Member Rowe visited the senior housing apartment manufacturing facility. Commented favorably regarding the pre-fab units and congratulated Captain Mondary on his recent appointment. Huntington also reported attending the wildflower lecture at the Hi Desert Nature Museum presented by Mark Wheeler.

Council Member Rowe congratulated Captain Mondary and echoed Mayor Pro Tem Huntington's thoughts on the construction of the senior apartments.

Mayor Lombardo congratulated Dale Mondary and thanked the commissioners for their work. Lombardo also expressed that he is glad to see that Yucca Valley is an involved community.

**ANNOUNCEMENTS**

The next regular Town Council meeting is scheduled for 6:00 p.m., Tuesday, April 1, 2014, Yucca Valley Community Center Yucca Room

**ADJOURNMENT**

With no further business, Mayor Lombardo adjourned to closed session at 7:45 p.m.

**CLOSED SESSION**

The Town Council adjourned from closed session at 9:30 p.m. with no reportable action. However, the Council offered the following statement: The Town Manager Recruitment Ad-Hoc Committee continues to evaluate multiple internal organization candidates. Meanwhile, Mr. Stueckle will continue to serve as Acting Town Manager.

Respectfully Submitted,

Maureen S. Randall  
Administrative Assistant