

MINUTES OF THE



REGULAR MEETING OF THE PLANNING COMMISSION AND CITY COUNCIL OF THE CITY OF WESTMORLAND

WEDNESDAY, JULY 17, 2024

6:00 PM

City Council Chambers
355 South Center Street
Westmorland, CA 92281

Mayor's Message

This is a public meeting. You may be heard on an agenda item before the Council takes action on the item upon being recognized by the mayor. During the oral communications portion of the agenda, you may address the Council on items that do not appear on the agenda that are within the subject matter jurisdiction of the Council. Personal attacks on individuals, slanderous comments, or comments, which may invade an individual's privacy, are prohibited. The mayor reserves the right to limit the speaker's time. Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting City Hall at (760) 344-3411. Please note that 48 hours advance notice will be necessary to honor your request.

Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Judith Rivera- Mayor

Xavier Mendez- Mayor Pro- Tem

Ana Beltran- Council Member

Justina Cruz- Council Member

Ray Gutierrez- Council Member

Call to Order: The meeting was called to order by Mayor Rivera

Pledge of Allegiance & Invocation: The pledge of allegiance was led by Mayor Rivera

Roll Call: Council Members Present:

Present: Mayor Rivera, Council Members Mendez and Beltran

Absent: Council Member Gutierrez and Cruz was excused absent.

Oral Communication-Public Comment: Now is the time for any member of the public to speak to the Council. Please step to the podium and state your name and address for the record. Three (3) minute maximum time.

1. Xavier Mendez, Council Member- Mr. Mendez wanted to report that the funeral arrangement for Henry Halcon was hosted by the family over the weekend and the family wanted to take the city staff for being extremely helpful as well as the public works department and the Police department for escorting the family from the funeral home to the burial site.

Staff Reports Non-Action Items:

Fire Department – Sergio Cruz- ABSENT

Police Department – Chief Lynn Mara- Mr. Lynn Mara reposted that mid-September Officer Hamby will be done with his hours of training and as well reported his class for RTO will be in September as well.

City Manager- Laura Fischer – ABSENT

Public Works Director - Ramiro Barajas- Mr. Barajas reported that the installed cameras at the pool aren't online yet he's working with the IT Department, update on the potential veteran monument possible having grant funding help with the costs.

City Hall Supervisor- Tami Castro- Ms. Castro reported that the system will be 180 hours of training still working on receiving information from Fray Software.

Consent Agenda: Approve the Consent Agenda Items 1-2.

1. Approval of Meeting Minutes from June 18, 2024
2. Approval of City Warrant List.

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

Regular Business: 6:14pm

1. Discussion & Action to authorize staff to advertise the water plant filter replacement projects for bid (designed by Dudek)- Joel Hamby, Streets Director. Mr. Hamby reported that the design is 100% complete the cost estimate may or may not be over the grand total amount, the newspaper posting has to be posted twice due to new state law consistent for two (2) weeks August 22nd – September 18th.

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

2. Discussion & Action to authorize additional cost for the design of the water distribution piping replacement project (designed by BJ Engineering)- Joel Hamby, Streets Director. Mr. Hamby requested to go by the contract between BJ Engineering and the city for the hourly rate to authorize additional costs to not to exceed \$20,000 totaling to \$40,000 for the designing of the piping replacement project. He as well requests the motion to be an attentive motion of the additional cost.

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

3. Discussion & Action to declare certain items as surplus and authorize the auctioning of WPD (Westmorland Police Department) and Public Works surplus vehicles - Chief Lynn Mara, Police Chief and Ramiro Barajas, Public Works Director Chief Lynn Mara and Mr. Barajas brought to council the lists of surplus vehicles to be auctioned off recommended by Mrs. River the auctioning process to start sometime in September due to the removal of the police equipment in the police cars.

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

4. Discussion & Action to approve adjusting journal entries as prepared and recommended by City accountant and auditor – ~~Laura Fischer, Manager~~ (Tami Castro). Mrs. Castro presented to council that currently the finance department has adjusted journal entries for the 4 years of the years being currently worked on. Mrs. Castro recommend to approve so we can continue on with the audit process taking on the auditors and the city accountant recommendations to the years 2020, 2021, 2022 and 2023.

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

5. Discussion & Action to authorize the write off of certain dis continued accounts as recommended by City accountant and auditor – ~~Laura Fischer, Manager~~ (Tami Castro). Mrs. Castro recommended to staff for the approval of the write-offs of accounts that had left large balances behind the city will continue the current process of sending to collections department the amount of \$22,594.19 had been corrected to a rough \$17,000 due to the residents currently paying off the balances and being on payment plans and receiving assistances. The write-off will only be in the cities books but will continue the collections process.

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

Closed Session:

- Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation (Gov't. Code §54957(b)(1).)
- Conference with legal Counsel Pending Litigation (Gov't. Code §54956.9 (d) (1))

City council reported back that to give direction to Mr. Barajas to start advertising for his operator position.

Adjournment: Next regular scheduled meeting September 4, 2024.

ADJOURNMENT AT 6:50PM

AYES: (1) Beltran, (2) Mendez, Rivera
NOS: 0
ABSENT: Gutierrez, Cruz

Council meetings are Open to the Public
If you need further assistance, please email the City Clerk

cityclerk@cityofwestmorland.net



DRAFT