



## MINUTES

REGULAR MEETING OF THE CITY COUNCIL  
NEEDLES PUBLIC UTILITY AUTHORITY  
HOUSING AUTHORITY CITY OF NEEDLES  
CITY OF NEEDLES, CALIFORNIA  
EL GARCES – 950 FRONT STREET, NEEDLES

---

**CALL TO ORDER** – Mayor Jernigan called the meeting to order at 5:36 PM

### ROLL CALL

#### PRESENT

Council Member Jamie McCorkle  
Mayor Janet Jernigan  
Council Member JoAnne Pogue  
Council Member Tona Belt  
Council Member Henry Longbrake

**ABSENT** – Mayor Jernigan announced an excused absence for:

Council Member Ellen Campbell  
Vice Mayor Kirsten Merritt

Also Present: Deputy City Attorney Lena Wade, City Manager Patrick Martinez, Utility Manager Rainie Torrance, and Assistant City Clerk Candace Clark.

**RECESSED THE CITY COUNCIL MEETING AND CONVENED A JOINT CITY COUNCIL / NPUA / HACN MEETING** at 5:37 PM

**PUBLIC COMMENTS PERTAINING TO THE EXECUTIVE SESSION ITEMS** - None

**RECESSED TO EXECUTIVE SESSION** at 5:37 PM

#### EXECUTIVE SESSION

- a. Public Employee Performance Evaluation Pursuant to Govt Code Section 54957.  
Title: City Manager

*No Reportable Action*

**EXECUTIVE SESSION REPORT** – given by Deputy City Attorney Wade as indicated above.

**CALL TO ORDER** - Meeting called to order at 6:13 PM

### ROLL CALL

#### PRESENT

Council Member Jamie McCorkle  
Mayor Janet Jernigan  
Council Member JoAnne Pogue  
Council Member Tona Belt  
Council Member Henry Longbrake

#### ABSENT

Council Member Ellen Campbell  
Vice Mayor Kirsten Merritt

**PLEDGE OF ALLEGIANCE** - Led by Mayor Jernigan

**INVOCATION** - Given by Mayor Jernigan

#### APPROVAL OF AGENDA

Council Member Belt made a motion, second by Council Member Pogue to approve the agenda. Motion carried by the following roll call vote:

Ayes: Council Members McCorkle, Pogue, Belt, and Longbrake

Noes: None  
Absent: Council Member Campbell and Vice Mayor Merritt  
Abstain: None

**CONFLICT OF INTEREST** - None

**CORRESPONDENCE** - None

**INTRODUCTIONS** - Mayor Jernigan acknowledged Former Council Members Tim Terral and Zachery Longacre in attendance.

**CITY ATTORNEY** – Parliamentary Procedures given by Deputy City Attorney Wade

## **PUBLIC APPEARANCE**

Jared Johnston reported Caltrans used 10 gallons of paint to clean up graffiti and urged the community to report any graffiti to Caltrans.

## **PRESENTATION**

1. PowerPoint Presentation given by Erin Fox, Disaster Program Manager for American Red Cross San Bernardino Chapter.

## **PUBLIC HEARINGS**

2. Adopt Housing Authority of the City of Needles (HACN) Resolution No. 2024-7-HACN, Amending Housing Authority of the City of Needles (HACN) Resolution 2024-6-HACN and Removing and Replacing the Admissions and Continued Occupancy Plan (ACOP), Public Housing Pet Policy, and Public Housing Lease Agreement

Staff Report given by City Manager Martinez and Housing Manager Deermer

Council had minimal questions of staff

Mayor opened the public hearing at 6:44 PM

Public Comment - None

Mayor closed the public hearing at 6:44 PM

Motion made by Member / Council Member McCorkle, Second by Member / Council Member Pogue, to Adopt Housing Authority of the City of Needles (HACN) Resolution 10-08-24-HACN, Amending Housing Authority of the City of Needles (HACN) Resolution 2024-6-HACN and Removing and Replacing the Admissions and Continued Occupancy Plan (ACOP), Public Housing Pet Policy, and Public Housing Lease Agreement.

Motion carried by the following roll call vote:

Ayes: Members / Council Members McCorkle, Pogue, Member / Mayor Jernigan, Members / Council Members Belt, and Longbrake

Noes: None

Absent: Member / Council Member Campbell and Member / Vice Mayor Merritt

Abstain: None

3. Public hearing noticed to consider all evidence and testimony for or against adopting an Amended Appendix to the Conflict of Interest Code pursuant to the Political reform Act of 1974 has been continued to **October 22, 2024.**

## **COUNCIL / NPUA CONSENT CALENDAR**

Member / Council Member Pogue made a motion, second by Member / Council Member Belt, to approve Council / NPUA Consent Items 4 through 8.

Motion carried by the following roll call vote:

Ayes: Members / Council Members McCorkle, Pogue, Member / Mayor Jernigan, Members Council Members Belt, and Longbrake

Noes: None

Absent: Member / Council Member Campbell and Member / Vice Mayor Merritt  
Abstain: None

4. Authorized the City Manager to execute the California Colorado River Contractors Forbearance Agreement for 2024-2026 with Coachella Valley Water District, Imperial Irrigation District, Palo Verde Irrigation District and the Metropolitan Water District of Southern California to allow water to be conserved under the U.S. Bureau of Reclamation's conservation program to be added to Lake Mead
5. Authorized the purchase from Brax for two pumps for Bazoobuth Lift Station not to exceed \$35,000 from Wastewater Asset Replacement
6. Adopted the Needles Solar Energy Sites Evaluation dated August 12, 2024
7. Authorized the City Manager to execute the Physical Security Exemption Letter dated October 1, 2024 and submitted it to the California Public Utility Commission (CPUC)
8. Adopted the 2024 Needles Public Utility Authority Wildfire Mitigation Plan Version 5.0.

#### **END OF COUNCIL / NPUA CONSENT CALENDAR**

**ADJOURNED THE JOINT COUNCIL / NPUA / HACN MEETING AND CONVENED A JOINT COUNCIL / HACN MEETING** at 6:46 PM

**PUBLIC COMMENTS PERTAINING TO THE COUNCIL / HACN ITEMS** - None

#### **HACN / COUNCIL REGULAR ITEMS**

9. Housing Authority of the City of Needles Update  
Introduced by City Manager Martinez and given by Housing Manager Deermer
10. Waive the bid process and retain Smith Marion & Co., for the Housing Authority Audit for Fiscal Year ending June 30, 2024 in an amount not to exceed \$20,778.

Motion made by Member / Council Member McCorkle, Second by Member / Council Member Pogue, to waive the bid process and retain Smith Marion & Co., for the Housing Authority Audit for Fiscal Year ending June 30, 2024 in an amount not to exceed \$20,778.  
Motion carried by the following roll call vote:

Ayes: Member / Council Member McCorkle, Member / Mayor Jernigan,  
Members / Council Members Pogue, Belt, and Longbrake  
Noes: None  
Absent: Member / Council Member Campbell and Member / Vice Mayor Merritt  
Abstain: None

**ADJOURNED THE HOUSING AUTHORITY OF THE CITY OF NEEDLES MEETING AND RECONVENED THE CITY COUNCIL MEETING** at 6:58 PM

**PUBLIC COMMENTS PERTAINING TO THE CITY COUNCIL ITEMS** - None

#### **COUNCIL CONSENT CALENDAR**

Council Member Longbrake pulled item 21 for discussion.

21. Accept Change Order No. 1 for the Phase IV-A Street Improvements Project increasing the contract with Vance Corporation by \$167,707.09 for a new total contract amount of \$1,501,026.20.

City Manager Martinez gave staff report.

Council Member McCorkle made a motion, second by Council Member Belt to accept Change Order No. 1 for the Phase IV-A Street Improvements Project increasing the contract with Vance Corporation by \$167,707.09 for a new total contract amount of \$1,501,026.20.

Motion carried by the following roll call vote:

Ayes: Council Members McCorkle, Pogue, Belt, and Longbrake  
Noes: None  
Absent: Council Member Campbell and Vice Mayor Merritt  
Abstain: None

Council Member McCorkle made a motion, second by Council Member Pogue to approve consent calendar items 11-20.

Motion carried by the following roll call vote:

Ayes: Council Members McCorkle, Pogue, Belt, and Longbrake  
Noes: None  
Absent: Council Member Campbell and Vice Mayor Merritt  
Abstain: None

11. Approved the Warrants Registers through October 8, 2024.
12. Approved the Minutes of September 10, 2024
13. Waived the reading and adopted Ordinance 667-AC Adopting the California Building Standards Code 2022 Edition; Rescinding Ordinance No. 635-AC adopting the California Building Standards Code 2019 Edition; Amending Municipal Code Article IV "Uniform Administrative Code" and Chapter 2 "Administration" Section 2-10 "Adopted by Reference Where Filed" and Amending Sections of Chapter 6 "Building Regulations." (2nd Read Adopt)
14. Approved the removal of Commissioner Renfro from the Parks and Recreation Commission due to excessive unexcused absences.
15. Accepted the Best Friends Animal Society Grant Agreement dated September 24, 2024 and adopted an FY 25 budget adjustment of \$8,000.
16. Authorized the purchase of 1 used John Deere 2500B to Storz Equipment not to exceed \$24,243.75 utilizing the adopted FY 25 Golf Course Budget
17. Reviewed and approved new rules/regulations for Duke Watkins Parks Pump Track, Art Wall and Splash Pad.
18. Approved recommended changes to the Youth Sports Handbook.
19. Accepted the work completed by Superb Engineering, Inc. for the Golf Course Irrigation and Efficiency Project, Phase 1; and authorized a NOTICE OF COMPLETION to record with the San Bernardino County Recorder's Office.
20. Accepted Amendment No. 2 to the Professional Services Agreement with TKE Engineering, Inc. to Provide On-Call Supplemental Engineering Consulting Support Services and authorized staff to issue a Notice to Proceed.

## **END OF COUNCIL CONSENT CALENDAR**

### **REGULAR COUNCIL ITEMS**

22. Form a Route 66 100th Anniversary Ad-Hoc Committee  
City Manager Martinez gave staff report.

Council Member Pogue made a motion, second by Council Member Belt to appoint Mayor Jernigan, Council Members Campbell and McCorkle to the Route 66 100th Anniversary Ad-Hoc Committee.

Motion carried by the following roll call vote:

Ayes: Council Members McCorkle, Pogue, Belt, and Longbrake  
Noes: None

Absent: Council Member Campbell and Vice Mayor Merritt  
Abstain: None

23. Cancel the November 26 and December 24, 2024, regular City Council/ NPUA / HACN meetings due to the holidays.

City Manager Martinez gave staff report.

Council Member Pogue made a motion, second by Council Member Longbrake to cancel the November 26 and December 24, 2024, regular City Council/ NPUA / HACN meetings due to the holidays.

Motion carried by the following roll call vote:

Ayes: Council Members McCorkle, Pogue, Belt, and Longbrake

Noes: None

Absent: Council Member Campbell and Vice Mayor Merritt

Abstain: None

24. Employee Appreciation Event

City Manager Martinez gave staff report.

Council discussion ensued. Staff will look at available dates.

#### **CITY ATTORNEY REPORT**

Deputy City Attorney Wade had nothing to report.

#### **CITY MANAGER REPORT** - given by City Manager Martinez

City Manager's Report for the weeks of September 20 and September 27, 2024.

#### **COUNCIL REQUESTS**

**Council Member McCorkle** - asked about the speed limit in Rio Buena Vista, Colorado Shores, and Verde Shores; reported on tagging around town and asked if the city could write a letter recommending community service to offenders; reported on her attendance at ICSC Western in Palm Springs.

**Council Member Pogue** - Reported on the State of the City

**Council Member Belt** - Asked about putting up No Smoking signs in the parks.

**Council Member Longbrake** - Reported on ICSC Western in Palm Springs; requested the city clean up the trash behind Lilly Hill Apartments; stated that there are 3 drinking fountains at Jack Smith Park but only one works.

**Mayor Jernigan** - Reported on the State of the City, her attendance at Mobility 21 Summit, State of the County, and ICSC Western; announced Homecoming nights for the parade, bonfire, football game, and dance; announced the Fall Festival on November 2, the Veteran's Pancake Breakfast on November 9, and the 10-10 Event on October 10.

**ADJOURNMENT** - Mayor Jernigan adjourned the meeting at 7:22 PM

---

Mayor Janet Jernigan

---

Assistant City Clerk Candace Clark