

## MINUTES OF THE



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

WEDNESDAY, OCTOBER 2, 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

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**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, Beltran, Cruz

**Absent:** Council Member Gutierrez

**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.

- Request a Letter of Support for KW'TSÁN NATIONAL MONUMENT PROPOSAL Presented by Ramon Castro, Brawley CA. Mr. Castro came in at 7:05pm making a brief statement on the KWTSAN national monument, requesting a support letter to the President Biden showing the City of Westmorland is in support in protecting its land. The city council approved the support letter to be signed by the mayor and submitted.

**Staff Reports Non-Action Items:**

**Fire Department** – Sergio Cruz, Mr. Cruz reported that the 6131 transmission is in good condition but there is some bad wiring.

**Police Department** – Chief Lynn Mara, Mr. Mara reported he should have his FTO training in December possibly sooner if there's a cancelation, as well mentioning Officer Hamby should be ending his training very soon, finally mentioning on Saturdays there will be an officer during the

daytime sheriff will still be on the night shift. Council came to agreement that if Mr. Mara is to have training in a sooner date and is unable to bring to council, they approve him for to take training with costs being approved.

City Manager- Laura Fischer, Ms. Fischer reported the training for Frey software will have its first 3day training in October 22-24<sup>th</sup>, she has a meeting with BOST to help with small communities like our city.

Public Works Director - Ramiro Barajas, Mr. Barajas reported that his computers are down due to electrical issues, he has 2 quotes on them to be repaired. Working with Building inspector as well with advance light on a lighting project currently working on seeking funding for the project.

**Consent Agenda 6:24pm:** Approve the Consent Agenda Items 1-2.

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

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

**PUBLIC HEARING BEFORE THE CITY COUNCIL: 6:11 PM**

**Open the Public Hearing to Gather Input from the Public Regarding the Draft Sixth Cycle Housing Element.**

Discussion/Action: After Hearing any Comments Regarding the 6<sup>th</sup> Cycle Housing Element, Adopt Resolution Number 2024-16 to Adopt the DRAFT Housing Element as Presented Prior to Review by Housing and Community Development Department. Laura Fischer, Manager. Ms. Fischer asked for council to adopt this draft of the Housing Element so it can be reviewed and reviewed by the Housing and Community Development Department.

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

**Regular Business: 6:24pm**

1. Discussion/Action to Accept the Citywide Financial audits for Fiscal Years 2019-2020, 2020-2021, 2021-2022, and 2022-2023; and authorize staff to file the audits with appropriate state and local agencies – Fechter & Associates – Ms. Sandy Sup. Ms. Fischer and Mrs. Sup gave a brief presentation on the final audits of the years 2019-2020, 2020-21, 2021-22 and 2022-23. Mrs. Sup informed the council that there were normal errors, but they were able to be fixed.

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

2. Discussion/Action to Adopt Resolution Number 2024-14 to Approve the Application for Bicycle and/or Pedestrian Funds Under Transportation Development Act for Fiscal Year 2019/20, 2020/21, 2021/22 and 2022/23. – Laura Fischer, Manager. Ms. Fischer informed the council that this resolution is part of the Caltrans criteria allowing the cities desire to use the funds from the year 2020-2023 on bicycle or pedestrian projects.

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

3. Discussion/Action to Approving Resolution 2024-15 Authorizing the Mayor to sign and file for an on behalf of the City of Westmorland the Necessary Documents for Submission of a Safe Drinking Water State Revolving Fund Application to the State of California Water Board. – Laura Fischer, Manager. Ms. Fischer informed the council on the necessary documents to be signed by the mayor for the state water board to continue to receive funding for, his project has been going on from the year 2017 and must be renewed every year.  
AYES: (1) Mendez, (2) Cruz, Gutierrez, Rivera  
NOS:  
ABSENT: 1 Beltran
4. Discussion/Action to Modify the scope of work for the PER Capita Park grant project and authorize Laura Fischer, Manager, to sign the necessary documents to complete construction and reimbursement. Laura Fischer. Ms. Fischer provided the current scope of the park project, as the council came to agreement, they stated to go with option 2. Involving rebuilding new restrooms in the park and the current restrooms to be converted to storage and showers for the pool only locked when swimming is out of season. As well the withdrawal of the pool shade from the original project.
5. Discussion/Action to authorize two Council members to attend the California League of Cities Annual Conference & Expo in Long Beach on October 16 through October 18 – Laura Fischer, Manager. Ms. Fischer had mentioned that 2 council members were interested in attending the Long Beach Expo 16<sup>th</sup>-18<sup>th</sup> of October. Reporting to the council that we need approval of the amounts to send Ana and Xavier to the Expo. Mrs. Cruz requested the council members to provide receipts when they arrive back from the convention.  
AYES: (1) Gutierrez, (2) Cruz, Mendez, Rivera  
NOS:  
ABSENT: 1 Beltran
6. **6:55pm** Discussion/ Action Approval to purchase spool of electrical wire to repair Settled Water Pump wiring at WTP for \$3,500.00- Ramiro Barajas, PW Director. Mr. Barajas requested approval for repairs to the Settled water Pump at the WTP in this repair being very crucial to his operations at this plant.  
AYES: (1) Mendez, (2) Gutierrez, Cruz, Rivera  
NOS:  
ABSENT: 1 Beltran
7. Discussion/ Action Approval to pay Primo Construction in the amount of \$9,258 for emergency sewer line repair at 200 Block of West 7<sup>th</sup> street- Ramiro Barajas, PW Director. Mr. Barajas requested approval of an emergency repair on the sewer line having to cut underneath the sidewalk.  
AYES: (1) Cruz, (2) Mendez, Gutierrez, Rivera  
NOS:  
ABSENT: 1 Beltran
8. Discussion/ Action Approve payment of invoice to Precision Electric Motor and Pump Services for repair Settled Water Pump #3 at WTP in the amount of \$14,579.60- Ramiro Barajas, PW Director. Mr. Barajas stated that Pump #3 is now in repairs and urgent approval due to causing the plant to have errors in its equipment.  
AYES: (1) Mendez, (2) Cruz, Gutierrez, Rivera  
NOS:  
ABSENT: 1 Beltran
9. Information Only: Training Scheduled at City Hall for Implementation of Frey Municipal Accounting Software – Laura Fischer, Manager. Ms. Fischer stated that city hall will be under training October 22-24<sup>th</sup> for 6-8 hours a day, we are needing a temporary clerk, office has a suggestion of a past employee having experience, Mrs. Rivera mentioned if the temporary clerk is not a good fit the office will be closed those hours and will start back up when the staff is out of training.

**Closed Session: 7:11PM**

- 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))

Council Reconvened back to Open Session. The mayor stated that the next scheduled meeting will be pushed to October 23<sup>rd</sup> at 6:00pm due to council having training.

**Adjournment:** Next regular scheduled meeting October 23, 2024.

**ADJOURNMENT AT 7:39PM**

AYES: (1) Mendez, (2) Gutierrez, Cruz, Rivera

NOS:

ABSENT: 1 Beltran

Council meetings are Open to the Public

If you need further assistance, please email the City Clerk

[cityclerk@cityofwestmorland.net](mailto:cityclerk@cityofwestmorland.net)

