



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

TUESDAY, MARCH 25, 2025 - COUNCIL EXECUTIVE SESSION – 5:30 PM - CITY COUNCIL MEETING – 6:00 PM

CALL TO ORDER - Mayor Jernigan called the meeting to order at 5:31 pm

ROLL CALL

PRESENT

Council Member Jamie McCorkle
Vice Mayor Ellen Campbell
Mayor Janet Jernigan
Council Member Tona Belt
Council Member Henry Longbrake

ABSENT

Council Member JoAnne Pogue
Council Member Zachery Longacre

Council Member Longacre recused due to a conflict of interest because he works in the cannabis industry and Council Member Pogue recused due to a conflict of interest because her son lives with her and works for the party in question.

Also present were City Manager Patrick Martinez, Deputy City Attorney Lena Wade, City Planner Irene Romero, and Interim City Clerk Candace Clark.

**RECESSED THE CITY COUNCIL MEETING AND CONVENED A JOINT COUNCIL MEETING
PUBLIC COMMENTS PERTAINING TO THE EXECUTIVE SESSION – None**

**RECESSED TO EXECUTIVE SESSION - 5:32 PM
EXECUTIVE SESSION**

- a. Conference with Legal Counsel Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4). One potential Case.

No reportable action

CALL TO ORDER - Mayor Jernigan called the meeting to order at 6:05 pm

ROLL CALL

PRESENT

Council Member Zachery Longacre
Council Member Jamie McCorkle
Vice Mayor Ellen Campbell
Mayor Janet Jernigan
Council Member JoAnne Pogue
Council Member Tona Belt
Council Member Henry Longbrake

EXECUTIVE SESSION REPORT – Deputy City Attorney Lena Wade stated that there was no reportable action on Executive Session Item a, as noted above.

PLEDGE OF ALLEGIANCE - led by Mayor Jernigan

INVOCATION - led by Vice Mayor Campbell

APPROVAL OF AGENDA

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

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

CONFLICT OF INTEREST - None

CORRESPONDENCE – Email received from Terry Campbell on Item 7 and distributed to Council Members

INTRODUCTIONS - Mayor Jernigan acknowledged former Council Members Tim Terral and Shawn Gudmundson in attendance.

CITY ATTORNEY – Parliamentary Procedures given by Deputy City Attorney Lena Wade.

PUBLIC APPEARANCE - None

PRESENTATION

1. Ashley Brooksher, Children's Network Officer, spoke about Child Abuse Prevention efforts and Mayor Jernigan presented a Proclamation declaring April 2025 Child Abuse Prevention Month

INTERVIEWS

2. Interviews / appointments to fill the vacancy on the Board of Public Utilities due to the retirement of Mike Schneider.

City Manager Patrick Martinez gave staff report. Applicants were Mark Walters and James Jones.

Mark Walters introduced himself to Council and expressed why he wanted to serve on the Board of Public Utilities. Council asked minimal questions.

James Jones introduced himself to Council and expressed why he wanted to serve on the Board of Public Utilities. Council asked if there was a conflict of interest because of Pastor Jones' receipt of funding and donations from the City. Deputy City Attorney Wade indicated that there would be a conflict if Pastor Jones served on any Board or Commission. Pastor Jones withdrew his application and congratulated Mark Walters.

Vice Mayor Campbell made a motion, second by Council Member McCorkle to appoint Mark Walters to the Board of Public Utilities. Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

PUBLIC HEARING

3. Public Hearing for Annual Account of Development Impact Fees for FY 24

City Manager Patrick Martinez gave staff report.

Council had no questions of staff.

Mayor Jernigan opened the public hearing at 6:21 pm

No public comments.

Mayor Jernigan closed the public hearing at 6:21 pm

Vice Mayor Campbell made a motion, second by Council Member McCorkle to approve the Annual Accounting for Development Impact Fees FY 24 report. Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

4. Adopt Resolution 2025-16 approving a Conditional Use Permit, for the construction of a new 185-foot wireless telecommunication facility (monopole) for Verizon Wireless, located south of National Old Trails Highway and north of I-40 (APN: 0660-162-07-0000), within the Highway Commercial (C-3) Land Use Zoning Designation.

City Planner Irene Romero gave staff report.

Council had no questions of staff.

Mayor Jernigan opened the public hearing at 6:27 pm

No public comments.

Applicant spoke briefly about the project and answered questions from Council.

Mayor Jernigan closed the public hearing at 6:29 pm

Council Member Belt made a motion, second by Council Member Longbrake to adopt Resolution 2025-16 approving a Conditional Use Permit, for the construction of a new 185-foot wireless telecommunication facility (monopole) for Verizon Wireless, located south of National Old Trails Highway and north of I-40 (APN: 0660-162-07-0000), within the Highway Commercial (C-3) Land Use Zoning Designation. Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

PUBLIC COMMENTS PERTAINING TO THE NPUA/COUNCIL ITEMS - None

NPUA / COUNCIL CONSENT CALENDAR

Vice Mayor Campbell made a motion, second by Council Member Pogue to approve Items 5 through 10 on the Consent Calendar, Motion carried by the following roll call vote:

Ayes: Members/Council Members Longacre, McCorkle, Member/Vice Mayor Campbell, Member/Mayor Jernigan, Members/Council Members Pogue, Belt, Longbrake

Noes: None

Absent: None

Abstain: None

5. Authorized the City Manager to execute the 2025 California Forbearance Agreement on behalf of the City of Needles along with Coachella Valley Water District, Imperial Irrigation District, The Metropolitan Water District of Southern California, Palo Verde Irrigation District
6. Authorized Phillips Construction to replace six (6) water meters not to exceed \$59,600 utilizing Water Asset Replacement Funds
7. Authorized the purchase of 60 - 36" Decorative Holiday Wreaths from Holiday Outdoor Décor not to exceed \$26,000 utilizing the adopted FY25 electric budget
8. Awarded Bid to Shipley Construction and Plumbing for the Purchase and Install Metal Building Project in the amount of \$585,697 plus 15% contingency of \$87,855 for a total project cost NTE \$673,552 and authorized staff to execute a Public Works Agreement with Shipley Construction and move forward with the Notice of Award and Notice to Proceed.
9. Approved change order increasing the FY 23 NPUA audit fees by \$20,000. New total amount not to exceed \$55,353.
10. Accepted Change Order #1 to the Public Works Agreement with Phillips Excavating, Inc. for the Well 11 to Well 15 Intertie project resulting in an increase to the contract in the amount of \$143,200 for a new total contract amount of \$578,265; and authorized staff to execute said Change Order.

END OF NPUA CONSENT CALENDAR

ADJOURNED THE JOINT NPUA/COUNCIL MEETING AND RECONVENED THE COUNCIL MEETING

PUBLIC COMMENTS PERTAINING TO COUNCIL ITEMS - None

COUNCIL CONSENT CALENDAR

Mayor Jernigan pulled item **13**.

- 13.** Award bid to S. Christensen Engineering, Inc. for the Phase IV-B Street Improvements Project in the amount of \$1,156,400.60 plus 20% contingency for a total project cost of \$1,387,680.72 and authorize staff to execute a Public Works Agreement with S. Christensen Engineering, Inc. and move forward with the Notice of Award and Notice to Proceed.

City Manager Patrick Martinez gave staff report.

Vice Mayor Campbell made a motion, second by Council Member Longacre to award bid to S. Christensen Engineering, Inc. for the Phase IV-B Street Improvements Project in the amount of \$1,156,400.60 plus 20% contingency for a total project cost of \$1,387,680.72 and authorize staff to execute a Public Works Agreement with S. Christensen Engineering, Inc. and move forward with the Notice of Award and Notice to Proceed. Motion carried by the following roll call vote:

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

Council Member McCorkle pulled item **17**.

- 17.** Accept the Proposal from Kimley-Horn and Associates, Inc. to Provide Consultant Professional Services for an Active Transportation Plan for a Not to Exceed amount of \$266,995 and authorize staff to execute the Consultant Professional Services Agreement

City Manager Patrick Martinez gave staff report.

Council Member McCorkle made a motion, second by Vice Mayor Campbell to accept the Proposal from Kimley-Horn and Associates, Inc. to Provide Consultant Professional Services for an Active Transportation Plan for a Not to Exceed amount of \$266,995 and authorize staff to execute the Consultant Professional Services Agreement. Motion carried by the following roll call vote:

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

Vice Mayor Campbell made a motion, second by Council Member Pogue to approve Items **11, 12, 14, 15, 16** on the Consent Calendar. Motion carried by the following roll call vote:

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

- 11.** Approved the Warrants Register through March 25, 2025
12. Approved the Minutes of March 11, 2025
14. Accepted Change Order No. 1 (final) and the work completed by Superior Paving Company dba United Paving Company for the Obernolte Street Improvement Project for a total project amount of \$1,018,298.29 and authorized staff to issue a NOTICE OF COMPLETION to be recorded with the San Bernardino County Recorder's Office.
15. Extended the contract with HdL Companies to perform Cannabis Tax Audits for Calendar years 2023 and 2024 at a cost not to exceed \$462,000

16. Waived the Reading and Adopted Resolution No. 2025-15 authorizing the City Manager or his designee, the Community Services Manager, to purchase one (1) Nine Passenger Transit Vehicle for use by the Dial-a-Ride (Specialized Transportation) Transit Services

END OF COUNCIL CONSENT CALENDAR

REGULAR COUNCIL ITEMS

18. Provide Staff Direction - Pickleball Courts Discussion

City Manager Patrick Martinez gave staff report.

Council Discussion ensued. Council agreed on the concept but would like to explore other location options – suggesting Jack Smith Park.

Mayor Jernigan opened Public Comment

Shawn Gudmundson encouraged City to invest in current amenities and expand hours of operation.

James Jones asked about using existing Basketball Court as a multi-use space.

Council Member Longbrake made a motion, second by Vice Mayor Campbell, to authorize staff to pursue funding options and bring back to council if sufficient funding is obtained.

Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Belt, Longbrake

Noes: Council Member Pogue

Absent: None

Abstain: None

19. Provide staff recommendations on awarding the 2025 Edible Food Recovery Grant of \$6,000, an increase of \$1,000 from the prior year. The awarded non-profit(s) will be required to report the annual tonnage of edible food recovered in the community. Staff will utilize the reporting for annual compliance with CalRecycle.

City Manager Patrick Martinez gave staff report.

Pastor James Jones from Firehouse Ministries, Pastor Marty Souter from Set Free, and George DeLeon from Saint Vincent DePaul spoke about their respective organizations, how they serve the community, and how they would utilize funds.

Council engaged in discussion.

Mayor Jernigan opened public comment.

Shawn Gudmundson suggested splitting the funding evenly between the three applicants.

Vice Mayor Campbell made a motion, second by Council Member Pogue to award the 2025 Edible Food Recovery Grant of \$6,000, split evenly between Firehouse Ministries, Set Free Church, and St. Vincent DePaul. Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt

Noes: Council Member Longbrake

Absent: None

Abstain: None

20. Assign a member to the Visitor Center Committee to fill the seat vacated by former Vice Mayor Kirsten Merritt.

City Manager Patrick Martinez gave staff report.

Mayor Jernigan expressed an interest in serving on the Visitor Center Committee.

Council Member Longbrake made a motion, second by Council Member Pogue to assign Mayor Jernigan to the Visitor Center Committee. Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None
Absent: None
Abstain: None

- 21.** Authorize those interested to attend the Inland Empire Tourism Regional Summit 2025 in Barstow on May 22, 2025

City Manager Patrick Martinez gave staff report.

Mayor Jernigan, Vice Mayor Campbell, and Council Member Belt expressed interest in attending the Inland Empire Tourism Regional Summit 2025 in Barstow on May 22, 2025.

Vice Mayor Campbell made a motion, second by Council Member Pogue to authorize Mayor Jernigan, Vice Mayor Campbell, and Council Member Belt to attend the Inland Empire Tourism Regional Summit 2025 in Barstow on May 22, 2025. Motion carried by the following roll call vote:

Ayes: Council Member Longacre, McCorkle, Vice Mayor Campbell, Council Members Pogue, Belt, Longbrake

Noes: None
Absent: None
Abstain: None

- 22.** Consideration of an Ordinance Regulating Animals in City Parks

City Manager Patrick Martinez gave staff report.

Considerable Council Discussion ensued.

Mayor Jernigan opened Public Comment

Wayne Colburn expressed concern that staff would have difficulty differentiating between service and non-service dogs when trying to enforce any restrictions.

Nancy Greenwood asked why Council is addressing this issue, stating ADA compliance is real concern.

Shawn Gudmundson stated this issue is a waste of time and urged council to not be divisive.

Council agreed to increase signage on existing rules and monitor the situation. No other action taken.

CITY ATTORNEY REPORT – given by Deputy City Attorney Lena Wade

CITY CLERK REPORT – Given by Interim City Clerk Candace Clark

CITY MANAGER REPORT – for the weeks of March 7 and 14, 2025 - given by City Manager Patrick Martinez

COUNCIL REQUESTS

Council Member Longacre – asked staff to finish cleaning up J Street in front of Aquatic center; cemetery hedge not complete; reported on the upcoming clean up on San Clemente on March 29 at 9am

Council Member McCorkle – reported that Pickleball court at the marina is free and open to public.

Vice Mayor Campbell – spoke about the success of the Job Resource Fair.

Council Member Pogue – reported palm trees are in utility wires at motel on D Street (Econolodge).

Council Member Belt – no requests.

Council Member Longbrake – stated that the trash cans at Santa Fe Park and other parks are being used for commercial purposes – house remodeling debris; reported that the Chamber of Commerce office hours are 9-2 and stated that they need to be open longer to accommodate tourists.

Mayor Jernigan – reported on the upcoming Veteran's Pancake Breakfast in Santa Fe Park; reported that the Rodeo store is opening Monday; Deco Foods and the Hartwick family are primary donors for Run For the Wall, and Deco Foods is accepting donations; Rodeo is next weekend.

ADJOURNMENT – Mayor Jernigan adjourned the meeting at 7:43 pm


Mayor Janet Jernigan


Interim City Clerk Candace Clark