



# CITY OF RED BLUFF

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## CITY COUNCIL

### MINUTES

**Date of Meeting:** Tuesday, April 7, 2015  
**Time of Meeting:** 7 p.m. Regular Meeting  
**Place of Meeting:** Council Chambers, City Hall  
555 Washington Street  
Red Bluff, CA 96080

### Councilmembers Present:

Clay Parker, Mayor  
Daniele Jackson, Mayor Pro Tem  
Rob Schmid  
Suren Patel  
Gary Jones

**Councilmembers Absent:** None

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## **Staff Present:**

Rick Crabtree, City Manager/City Attorney

Sandy Ryan, Finance Director

Ray Barber, Fire Chief

Kyle Sanders, Acting Police Chief

Vi Cobb, Human Resources Analyst II

Bruce Henz, Public Works Director

## **PLEDGE OF ALLEGIANCE:**

Mayor Parker led the Pledge of Allegiance and the assembly joined in.

## **CITIZEN'S COMMENT:**

Pastor Scott Camp provided a short prayer for those in attendance.

Dennis Garton expressed his concerns with the two buildings on Main Street damaged by fire last year and questioned what was being done to clean up the site.

Rick Crabtree, City Manager/City Attorney, reported that as of today, a lien had been placed on both locations.

## **PROCLAMATIONS:**

### **1. DRESS WESTERN WEEK**

Mayor Pro Tem Jackson read the proclamation for Dress Western Week and presented it to Dave Ramelli from the Red Bluff Round Up.

### **2. POLICE COMMUNICATIONS DISPATCHER'S WEEK**

Acting Police Chief Kyle Sanders read and presented the proclamation to Records Supervisor Cindee Spurgeon and Dispatchers Suszette Erb and Janie Hoover.

### **3. CHILD ABUSE PREVENTION MONTH**

Tina Robertson and Linda Lucas read the proclamation for Child Abuse Prevention Month and provided council with a review of upcoming activities.

### **4. NATIONAL ALCOHOL AWARENESS MONTH**

Patrice Tamp and Cynthia Cook accepted the proclamation for National Alcohol Awareness Month.

### **5. SEXUAL ASSAULT AWARENESS MONTH**

Due to weather conditions, no one in attendance was there to receive.

## **CONSENT AGENDA:**

Councilmember Schmid requested that items number 4 and 5 be pulled for clarification.

M/S/C Councilmembers Jackson and Schmid to approve the remainder of the Consent Agenda.

AYES: Councilmembers Jackson, Jones, Patel, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **1. APPROVAL OF MINUTES**

**a. March 12, 2015**

**b. March 17, 2015**

**c. March 25, 2015**

***Approved 5-0-0***

## **2. TREASURER'S REPORT - SEVENTH MONTH OF FISCAL YEAR 2015**

### **Recommendation:**

That the City Council accepts the Treasurer's Report for the seventh month of FY 2015.

The Government Code provides that the City Treasurer shall submit to the City Clerk a written report and accounting of all receipts, disbursements, and fund balances. (Government Code Section 41004).

***Approved 5-0-0***

## **3. TREASURER'S REPORT - EIGHTH MONTH OF FISCAL YEAR 2015**

### **Recommendation:**

That the City Council accepts the Treasurer's Report for the eighth month of FY 2015.

The Government Code provides that the City Treasurer shall submit to the City Clerk a written report and accounting of all receipts, disbursements, and fund balances. (Government Code Section 41004).

***Approved 5-0-0***

#### **4. VEHICLE REPAIR SUPPLEMENTAL APPROPRIATION**

##### **Recommendation:**

That the City Council make a supplemental appropriation to the Police Department vehicle repair account (11-33-260-200) in the amount of \$5,000.00.

This is to cover the deductible amount for repair to a patrol SUV involved in a collision.

Red Bluff Police Vehicle V-15 sustained significant front end damage during a vehicle collision. Subsequently three vendors provided bids for the repair work required. Gary's Auto Body was selected to complete the work as their bid of \$9,822.14 was the lowest received. While insurance will cover \$4,822.14, the department is responsible for the deductible of \$5,000.00. The department's budget for vehicle repairs is exhausted. The vehicle fleet has ongoing repair needs and this supplemental appropriation is necessary to avoid a dramatic overage in the vehicle repair account.

Councilmember's Jones and Schmid requested and received clarification from Acting Police Chief Kyle Sanders.

M/S/C Councilmember's Schmid and Jackson to make a supplemental appropriation to the Police Department vehicle repair account (11-33-260-200) in the amount of \$5,000.00 to cover the deductible amount for repair to a patrol SUV involved in a collision.

AYES: Councilmembers Jackson, Jones, Patel,  
Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **5. SUPPLEMENTAL BUDGET APPROPRIATION**

### **Recommendation:**

That the City Council accepts the Fire Chief's recommendation to identify \$7,711.90 from Revenue Account 11-31-070-130 and increase the budget (authorize a supplemental appropriation) in expense account 11-31-260-200 Repair Costs from \$35,000.00 to \$42,711.90.

Identifying funds received from Tehama County Fire Department for Truck 1 shared maintenance costs, which will go to the repair and maintenance for Truck 1.

Councilmember Schmid requested and received clarification on the maintenance bill and the reimbursement for half by the County of Tehama.

M/S/C Councilmembers Schmid and Jackson to identify \$7,711.90 from Revenue Account 11-31-070-130 and authorize a supplemental appropriation in expense account 11-31-260-200 Repair Costs from \$35,000.00 to \$42,711.90.

AYES: Councilmembers Jackson, Jones, Patel, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **CURRENT BUSINESS:**

### **1. 26<sup>TH</sup> CYCLE BEVERAGE RECYCLING GRANT AWARD**

Kristina Miller, Tehama County Sanitary Landfill Agency, provided an informational update on the 26th Cycle Beverage Recycling Grant Award and where the funds would be utilized within the city.

Ms. Miller reported that 55 containers would be purchased and installed and asked that the City provide logos for the containers provided for the city.

The Tehama County Sanitary Landfill Agency will use these grant funds for various projects within the City of Red Bluff.

*Informational only, no action required.*

## **2. OTHER AGENCY REPRESENTATION**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council review the current City Councilmember assignments and determine other agency representation for 2015.

On December 16, 2014 the City Council the City Council reviewed the determined Councilmember representation to other agencies as per the attached list.

At the February 3, 2015 City Council meeting the City Council selected Councilmember Patel to fill the vacancy on the Budget Committee so that the 2015/2016 budget review could begin.

M/S/C Councilmembers Jackson and Jones to dissolve the Animal Shelter Ad Hoc Committee and make the following assignments:

Local Agency Formation Commission (LAFCO) - Clay Parker, representative and Gary Jones, alternate

Tehama County Sanitary Landfill JPA 1 - Rob Schmid, representative and Suren Patel, alternate

Community Action Agency - Gary Jones, representative

Tehama County Air Pollution District Review Committee - Gary Jones, representative

Fire Ad Hoc Committee - Gary Jones and Suren Patel

Executive Committee - Tehama County/City of Red Bluff Landfill Management Agency JPA II - Rob Schmid and Suren Patel

AYES: Councilmembers Jackson, Jones, Patel, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

**3. SEVERN TRENT - WASTEWATER OPERATIONS AND MAINTENANCE CONTRACT**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council approve a new contract for the management of the wastewater operation and maintenance services at the Red Bluff Wastewater Reclamation Plant with Severn Trent Environmental Services Inc.

The operations and management of the Red Bluff Waste Water Reclamation Plant is provided by Severn Trent Environmental Services Inc.(Severn Trent) Severn Trent has been providing services to the City since June 1, 2013 after the assumption of the contract service agreement that had previously been entered into with Southwest Water Company (“SWWC”). That 5 year agreement ran through February 1, 2015. Severn Trent has continued performing the operations and maintenance responsibility at the Waste Water Reclamation Plant on a month to month payment basis since February 1<sup>st</sup>.

The New Agreement would remain in effect for five (5) years from the Commencement Date (“Initial Term”) unless terminated earlier subject to specified causes. The Agreement may also be renewed for up to two successive terms of five (5) years.

M/S/C Councilmembers Schmid and Patel to approve a new contract for the management of the wastewater operation and maintenance services at the Red Bluff Wastewater Reclamation Plant with Severn Trent Environmental Services Inc.

AYES: Councilmembers Jackson, Jones, Patel,  
Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

#### **4. REPORT ON PROPERTY TAX REVENUE UPDATE**

Sandy Ryan, Finance Director, provided and information update on Property Tax Revenues.

The taxable property values for 2014/15 are estimated to have increased 1.1% from the prior year. Prior year fluctuations are as follows: 2013/14 – 2.4% increase; 2012/13 – 4.5% decrease; 2011/12 – 2.2% decrease; 2010/11- 7.2% decrease; 2009/10- 3.8% decrease.

The main reasons for the 2014/15 increase are: 1) purchases/improvements at 755 Walnut, 455 S. Main, and 2370 Main St., increased values by \$2.15 million, \$766,000.00, and \$719,000.00, respectively; and 2) devaluation of 38 Antelope Blvd, and 1805 Walnut by \$1 million and \$554,000.00, respectively, and a Tehama County property acquisition resulted in a taxable value decrease of \$650,000.00.

## **5. REPORT ON SALES TAX - 3<sup>RD</sup> QUARTER OF 2015**

Sandy Ryan, Finance Director, provided an informational update on the Sales Tax 3rd Quarter report for 2015.

The main increases are due to increased sales in the auto/transportation business group. The main decreases are due to reduced sales in the fuel and service stations. HdL states the decrease is due to lower consumption of fuel. HdL feels this trend will continue as people are buying cars with better gas mileage.

Prior HdL estimate for 14/15 is \$3,015,000.00 a 1.5% increase from 13/14. The updated current estimate by HdL for 14/15 is \$3,130,000.00, a 3.8% increase over 13/14. This increase is mainly due to the ¼ cent sales tax increase for the last quarter of 14/15.

The new estimate by HdL for 15/16 is \$3,830,000.00, a 2.2% increase over 14/15. This increase is mainly due to the ¼ cent sales tax increase.

## **6. BOOT DRIVE**

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Fire Chief Ray Barber provided an informational report on the annual Boot Drive.

This will be the 13<sup>th</sup> year for the Red Bluff City Volunteer Firefighters annual Boot Drive. This year funds raised will go to the Firefighters Burn foundation.

If the boot drive raises at least \$5,000 Red Bluff Volunteer Fire will get their name on a wall of honor at the U.C. Davis Burn Center. The Boot Drive will take place April 17, 2015 from 8 a.m. to 5 p.m. at the intersection of Antelope and Main.

**7. EXPENDITURE AGREEMENT BETWEEN THE CITY OF RED BLUFF AND COUNTY OF TEHAMA FOR THE FISCAL YEAR 2014 HOMELAND SECURITY GRANT PROGRAM FUNDS**

Acting Police Chief Kyle Sanders reviewed the staff report and provided staff's recommendation that the City Council:

1. Authorize the Acting Chief of Police and the City Attorney to sign the expenditure agreement between the City of Red Bluff and the County of Tehama. Include appropriation of \$14,290.00 in the final 2014/2015 City budget for the purchase of robot upgrades, two mobile radios and one enhanced security door.
2. Appropriate funds in the amount of \$14,290.00 to FY 2014/15 revenue account 11-33-060-740 for expenditure from expense account 11-33-540-126. The amount of \$14,290.00 will be reimbursed to the City of Red bluff by the County of Tehama (via Homeland Security Grant Funds) following the purchase of the equipment.

Allocation of Homeland Security Grant funds begins with a collaborative meeting involving representatives from law enforcement, Fire, EMS as other public service providers in Tehama County. Funds from this program must be allocated based on specified program guidelines. These guidelines also dictate

what type of items can be purchased. Tehama County Sheriff's Office is the grant administrator and therefore funds are received by the County and then reimbursed to the other agencies subsequent to the purchases being made.

Police Department staff evaluated organizational needs and identified the following items that met the strict requirements of the Homeland Security Grant Program:

- (2) Patrol Car Mobile Radios: \$6,321.25
- Security Door: \$3,680.00 (includes installation)
- Robot Audio / Video Receiver and Command Terminal: \$4,289.24

Total: \$14,290.49

M/S/C Councilmembers Jackson and Schmid to:

1. Authorize the Acting Chief of Police and the City Attorney to sign the expenditure agreement between the City of Red Bluff and the County of Tehama. Include appropriation of \$14,290.00 in the final 2014/2015 City budget for the purchase of robot upgrades, two mobile radios and one enhanced security door.

2. Appropriate funds in the amount of \$14,290.00 to FY 2014/15 revenue account 11-33-060-740 for expenditure from expense account 11-33-540-126. The amount of \$14,290.00 will be reimbursed to the City of Red bluff by the County of Tehama (via Homeland Security Grant Funds) following the purchase of the equipment.

AYES: Councilmembers Jackson, Jones, Patel, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

8. **CITY OF RED BLUFF BOATING FACILITY,  
PHASE 1 CONSTRUCTION IMPROVEMENT  
PROJECT**

*Action Item*

**Recommendation:**

That the City Council authorize the award of a contract for construction improvements to the New Empire Aggregate; DBA - R. K. Ricks Construction in the amount of \$109,510.00 for the improvements included within the City of Red Bluff Boating Facility, Phase 1 Construction Improvement Project.

*This item was pulled from the agenda by Public Works Director Bruce Henz.*

**STAFF ITEMS:**

*None*

## **COMMITTEE REPORTS/COUNCIL COMMENTS:**

Local Agency Formation Commission (LAFCO) -  
*none*

3 Core - *no meeting scheduled*

Tehama County Transportation Commission -  
*nothing to report*

Downtown Red Bluff Business Association -  
*revamping and rewriting by-laws and logos and the  
Mother's Day Well Being Faire*

Community Action Agency - *nothing to report*

Tehama Economic Development Corporation - *no  
meeting*

Tehama County Sanitary Landfill JPA I - *met on  
April 7th*

Executive Committee -- Tehama County/City of Red Bluff  
Landfill Management Agency JPA II - *no meeting*

Tehama County/City of Red Bluff Landfill  
Management Agency JPA II - *met on April 7th and  
discussed the consolidation of JPA I and II; approved  
last year's budget*

Chamber of Commerce - *met on March 24th and  
discussed all the events occurring*

Mayor Parker reported that he would be holding a meeting on April 13th at 10 a.m. for citizens interested in meeting with the Mayor.

**ADJOURNMENT:**

There being no further business Mayor Parker adjourned the meeting at 8:04 p.m. until the meeting of April 21, 2015.

s/ Clay Parker, Mayor

ATTEST:

s/ Jo Anna Lopez, City Clerk