



CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.cityofredbluff.org

CITY COUNCIL MINUTES

Date of Meeting: Tuesday, December 16, 2014
Time of Meeting: 7 p.m. Regular Meeting
Place of Meeting: Council Chambers, City Hall
555 Washington Street
Red Bluff, Ca 96080

Councilmember's Present:

Clay Parker, Mayor
Daniele Jackson, Mayor Pro Tem
Rob Schmid, Councilmember
Suren Patel, Councilmember
Orville Knox, Councilmember

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Staff Present:

Rick Crabtree, City Manager/City Attorney
Sandy Ryan, Finance Director
Jo Anna Lopez, City Clerk
Kyle Sanders, Police Captain
Scot Timboe, Community Development Director
Bruce Henz, Public Works Director
Ray Barber, Fire Chief
Donna Gordy, City Treasurer
Vi Cobb, Human Resource Analyst II

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENTS:

Pastor Scott Camp said a Prayer and also blessed the community and the Eliggi Family.

CONSENT AGENDA:

Councilmember Schmid requested that Item 1 be pulled for clarification.

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

AYES: Councilmembers Parker, Knox, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: NONE

1. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS - NOVEMBER 2014

Recommendation:

That the City Council accepts the open market purchases and contract awards for November of 2014.

Pursuant to the City of Red Bluff's Code, Section 2.67-2, the Purchasing Officer shall, at least monthly, prepare and submit a report to the City Council of all open market purchases & contract awards made for the preceding month. Above is a list of purchases and awards for November of 2014 with the amount of the bid and the dates for the purchase of materials, supplies and services required by the City's departments and approval by the Purchasing Officer. Unless otherwise noted, the awards were to the lowest responsible bidders and bids were in compliance with City specifications/requirements. All bids awarded were within the appropriations approved for them by the City Council in the current Annual Budget.

Councilmember Schmid requested and received clarification on items contained in the report.

M/S/C Councilmembers Jackson and Schmid to accept the open market purchases and contract awards for November of 2014.

AYES: Councilmembers Parker, Schmid, Jackson and Knox
NOES: NONE
ABSENT OR NOT VOTING: NONE

2. APPROVAL OF WARRANT LIST

Recommendation:

That the City Council approve Check Warrant No. 79910 through 80126 dated November 1, 2014 through November 30, 2014.

This is a normal procedure per California Government code section 41004 and General Warrants need to be approved by the City Council regularly.

Approved 4/0/0

3. APPROVAL OF MINUTES

- a) December 2, 2014
- b) December 8, 2014

Approved 4/0/0

4. TREASURER'S REPORT - FOURTH MONTH OF FISCAL YEAR 2015

Recommendation:

That the City Council accepts the Treasurer's report for the fourth 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 4/0/0

5. RESOLUTION NO. 23-2014, A RESOLUTION OF INTENTION TO LEVY A FISCAL YEAR ASSESSMENT FOR THE DOWNTOWN RED BLUFF PARKING AND BUSINESS IMPROVEMENT AREA

Recommendation:

That the City Council adopt the Resolution of Intention to Levy an assessment and set a public hearing for January 6, 2015.

The City Council at the December 2, 2014 Council meeting received and approved the Annual Report from the Downtown Red Bluff Business Association (DRBBA), Board of Directors. The DRBBA Board was designated as the Advisory Board for the Business Improvement Area by City Council Resolution No. 16-1995. After reviewing the Annual Report, receiving a report from DRBBA members, asking questions and receiving responses the City Council voted to approve the Annual Report.

In accordance with State Law the next step in the annual process is for the City Council to adopt a Resolution of Intention to levy a Fiscal Year assessment for the improvement area and set the matter for a public hearing. The attached Resolution No. 23-2014 is prepared in accordance with the State Law provisions.

Approved 4/0/0

6. MOSQUITO AND VECTOR CONTROL DISTRICT TRUSTEE

Recommendation:

That the City Council appoint Mr. Ronald Etzler to serve as the Tehama County Mosquito and Vector Control District Trustee representing the City of Red Bluff for the term of January 1, 2015 through December 31, 2016.

The Tehama County Mosquito and Vector Control District encompasses 1100 square miles (the I-5 corridor portion of Tehama County) and provides vector control to approximately 45,000 residents. The district is funded by property tax revenue and benefit assessments.

An eight-member board of Trustees governs the District and meets monthly. The Board consists of one member from each incorporated city within the District (Red Bluff, Tehama and Corning) and five members from the County of Tehama, at large.

District operations and activities consist of location, surveillance and reduction of mosquitoes and other vectors. The District uses integrated pest management (IPM) control measures appropriate for the situation that may include pesticides, biological control agents or physical control measures. These operations are accomplished with 6 full-time employees, various equipment and a full-scale mosquito fish program and an annual budget of approximately \$600,000.00.

Approved 4/0/0

CURRENT BUSINESS:

1. SELECTION OF COUNCIL MEMBER

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council select a candidate to fill the vacant City Council seat.

Applications for appointment to fill the vacant seat were received from Shannon Hatfield, Suren Patel, Greg Latourell and Amy Schutter.

M/S Councilmembers Knox and Parker nominating Amy Schutter.

AYES: Councilmembers Parker and Knox

NOES: Councilmember Schmid and Jackson

ABSENT OR NOT VOTING: NONE

Motion by Councilmember Schmid nominating Shannon Hatfield.

Motion died for lack of a second.

M/S Councilmembers Jackson and Schmid nominating Suren Patel.

AYES: Councilmembers Schmid and Jackson

NOES: Councilmember Parker and Knox

ABSENT OR NOT VOTING: NONE

M/S Councilmembers Jackson and Schmid nominating Suren Patel.

AYES: Councilmembers Schmid and Jackson

NOES: Councilmember Parker and Knox

ABSENT OR NOT VOTING: NONE

Motion by Councilmember Schmid nominating Shannon Hatfield died for a lack of a second.

M/S Councilmembers Knox and Parker nominating Amy Schutter.

AYES: Councilmembers Parker and Knox

NOES: Councilmember Schmid and Jackson

ABSENT OR NOT VOTING: NONE

M/S Councilmembers Jackson and Schmid nominating Suren Patel.

AYES: Councilmembers Schmid and Jackson

NOES: Councilmember Parker and Knox

ABSENT OR NOT VOTING: NONE

M/S Councilmembers Knox and Parker nominating Amy Schutter.

AYES: Councilmembers Parker and Knox

NOES: Councilmember Schmid and Jackson

ABSENT OR NOT VOTING: NONE

Scott Camp asked that each Council member state why they are voting for each candidate.

Mayor Clay Parker stated that he has worked with Amy Schutter in the past and is impressed with all the work she has done on the various committees. Daniele Jackson stated that when Suren Patel was not nominated to the Planning Commission and asked to step up from the Parks and Recreation Commission, he

did. Orville Knox stated he had reviewed all the candidates resumes and information submitted and was please with Amy Schutter's resume. Rob Schmid stated he had reached out to meet with Suren Patel and was pleased with his interest in the City.

M/S/C Councilmembers Jackson and Schmid nominating Suren Patel.

AYES: Councilmembers Jackson, Schmid and Knox

NOES: Councilmember Parker

ABSENT OR NOT VOTING: NONE

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.

Each December the City Council reviews the current Councilmember assignments as City Representatives to other agencies.

M/S/C Councilmembers Jackson and Schmid to approve all Committees as listed below and disband the Chamber Ad Hoc Committee.

- a) LAFCO - Clay Parker, Representative and Orville Knox, alternate
- b) 3 Core - Clay Parker, Representative and Suren Patel, Alternate
- c) Tri County Planning Commission - Rob Schmid, Representative and Daniele Jackson, Alternate
- d) Tehama County Transportation Commission - Rob Schmid, Representative and Daniele Jackson, Alternate
- e) Senior Center JPA - Daniele Jackson, Representative and Suren Patel, Alternate
- f) Tehama County Sanitary Landfill JPA 1 - Rob Schmid, Representative and Orville Knox, Alternate
- g) Downtown Red Bluff Business Association - Daniele Jackson, Representative and Clay Parker, Alternate
- h) Council Audit Committee - Daniele Jackson and Rob Schmid
- i) Chamber of Commerce - Mayor Clay Parker, Representative and Mayor Pro Tem Daniele Jackson, Alternate
- j) Budget Committee - Orville Knox and Rob Schmid
- k) Community Action Agency - Orville Knox

- l) Tehama Economic Development Corporation - Mayor Clay Parker
- m) Tehama County/City of Red Bluff Landfill Management Agency JPA Full Board JPA II - Clay Parker, Daniele Jackson, Rob Schmid, Orville Knox and Suren Patel
- n) City Council Law Enforcement Sub-committee - Daniele Jackson and Rob Schmid
- o) Tehama County Air Pollution District Review Committee - Orville Knox
- p) Executive Committee-Tehama County/City of Red Bluff Landfill Management Agency JPA I - Rob Schmid and Orville Knox
- q) Fire AD HOC Committee - Orville Knox and Suren Patel
- r) Community/Senior Center Ad Hoc Committee - Daniele Jackson
- s) Animal Shelter Ad Hoc Committee - Clay Parker and Orville Knox
- t) Airport Property Access Ad Hoc Committee - Rob Schmid
- u) Antelope Sewer JPA - All Councilmembers

AYES: Councilmember Parker, Patel, Knox, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: NONE

3. PRESENTATION AND ACCEPTANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR END JUNE 30. 2014

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council accept the Comprehensive Annual Financial Report, the Transportation Development Act Fund Financial Statements, the report to the Audit Committee, and the Management Comment letter for the Fiscal Year ending June 30, 2014.

This agenda item is the presentation of the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year End June 30, 2014. The Independent Auditors' Report received from Matson & Isom states that the financial statements are fairly presented. Also included in this agenda item are the Transportation Development Act Fund Financial Statements (TDA Fund Financial Statements) and the Management Comment Letter.

Councilmember Schmid thanked Matson & Isom as well as Finance Director, Sandy Ryan for all their hard work in completing these reports.

Councilmember Daniele Jackson informed the potential council candidates that even though not elected to council there are other committees such as the audit committee that are in need of committee members on their respective board/committees.

M/S/C Councilmembers Jackson and Schmid to accept the Comprehensive Annual Financial Report, the Transportation Development Act Fund Financial Statements, the report to the Audit Committee, and the Management Comment letter for the Fiscal Year ending June 30, 2014.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

4. RESOLUTION NO. 24-2014; A RESOLUTION OF THE CITY OF RED BLUFF AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE STATE BOARD OF EQUALIZATION (BOE) FOR IMPLEMENTATION OF A LOCAL TRANSACTIONS AND USE TAX

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 24-2014 authorizing the City Manager to execute the agreements with the BOE for implementation of a local transaction and use tax.

As a result of the passage of Measure D, the BOE has sent several agreements that the City needs to approve. This is because the BOE is the only entity allowed to collect and distribute sales tax.

M/S/C Councilmembers Schmid and Knox to adopt Resolution No. 24-2014 authorizing the City Manager to execute the agreements with the Board of Equalization for implementation of a local transaction and use tax.

AYES: Councilmembers Parker, Patel, Knox. Schmid
and Jackson
NOES: NONE
ABSENT OR NOT VOTING: NONE

STAFF ITEMS:

Rick Crabtree thanked staff for their help and team work during the storms that occurred on December 11th and 12th. The Red Bluff Community/Senior Center was set up as an evacuation center

COMMITTEE REPORTS/COUNCIL COMMENTS:

Local Agency Formation Commission (LAFCO): *No Meeting*

3 Core: *Meeting in January*

Tehama County Transportation Commission: *Meeting on Thursday*

Downtown Red Bluff Business Association: *No Meeting*

Community Action Agency: *No Meeting*

Tehama Economic Development Corporation: *No Meeting*

Tehama County Sanitary Landfill JPA I: *No Meeting*

Executive Committee - Tehama County/City of Red Bluff
Landfill Management Agency JPA II: *No Meeting*
Tehama County/City or Red Bluff Landfill Management
Agency JPA II- *Met Thursday, the agency has appointed
an interim landfill site manage*
Chamber of Commerce: *Meeting on December 23rd*

Councilmember Schmid inquired to the Public Works
department on the status/staging of the So.
Main/Montgomery interchange.

ADJOURNMENT:

There being no further business Mayor Parker adjourned
the meeting at 7:52 p.m. until the meeting of January 6,
2015.

Clay Parker, Mayor

ATTEST:

Jo Anna Lopez, City Clerk

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