



# CITY OF RED BLUFF

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## **CITY COUNCIL MINUTES** Tuesday, December 19, 2017 7 p.m., Regular Meeting Council Chambers, City Hall

### **Councilmembers Present:**

Daniele Eyestone, Mayor  
Gary Jones, Mayor Pro Tem  
Rob Schmid  
Amanda Jenkins  
Clay Parker

### **Councilmembers Absent:**

None

### **Staff Present:**

Rick Crabtree, City Manager/City Attorney  
Robin Kampmann, Public Works Director  
Kyle Sanders, Police Chief  
Sandy Ryan, Finance Director  
Cassidy DeRego, City Clerk  
Scott Friend, Community Development Director  
Donna Gordy, City Treasurer

## **PLEDGE OF ALLEGIANCE:**

Councilmember Jenkins led the Pledge of Allegiance and the assembly joined in.

## **CITIZEN'S COMMENT:**

Pastor Scott Camp provided a prayer for those in attendance.

Scott Camp wanted to know when the \$5,000.00 that was taken out of the homeless fund could be discussed and possibly reinstated. He would like it to be put on the agenda for a future meeting.

Rick Crabtree, City Manager, stated that the Budget Committee might be willing to revisit those fund amounts.

Mr. Camp asked if there would be notification when that might be discussed.

Mayor Eyestone asked if Mr. Camp wanted this discussed this fiscal year or next fiscal year.

Mr. Camp stated that he wanted it discussed this fiscal year, per what was discussed at the time the budget was passed.

Mr. Crabtree stated that there had been the additional \$5,000 raised at a previous Council Meeting.

Mr. Camp stated that the \$5,000 not given by the City of Red Bluff, long term residents of Red Bluff have been the majority of those helped and he would like to see more people reached with the additional \$5,000 that was cut from the budget.

Tammy Jones expressed her concerns of city code violations at her residence on Washington Street. She stated that there are 7 units and the landlord has not been willing to fix anything. He is bullying the tenants and pushing her out, stating that things wouldn't be fixed until she moved out. She states that the tenants are paying more than the rental agreement and people are being left homeless. She would like to see action taken against the landlord. Ms. Jones also stated that she would like to see Shasta College be changed to Lassen College.

Kenn Rieders discussed the legalization of cannabis and the need for a Cannabis Dispensary within the City of Red Bluff. He stated that by not having a dispensary in the City of Red Bluff the City is losing money. He also stated that the homeless issue is not going away, and these people need to be supported. PATH has organized a nonprofit organization that is helping to house several of the homeless.

Bob Moore from the Airport Commission thanked the Council for reappointing Lynn Chamblin and himself to the Airport Commission. He stated that at the last Airport Commission Meeting they discussed a proclamation to designate the month of December as Aviation Month. The airport community consensus is that in Red Bluff, September should be Aviation Month since there is a lot more traffic during that time especially with the annual "Fly In, Cruise In" event. He informed the Council that City Staff has been working on the leaking windows above the airport restaurant.

### **CONSENT CALENDAR:**

Mayor Pro Tem Eyestone stated that item two was requested to be pulled for discussion.

M/S Councilmembers Jenkins and Jones to approve items one and three on the consent agenda.

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

1. [Approval of the November 21, 2017 Meeting Minutes](#)

**Recommendation:**

Staff recommends that City Council approves the meeting minutes as written.

5-0-0

2. [Contracts and Open Market Purchases- November 2017](#)

**Recommendation:**

Staff recommends that City Council accepts the open market purchases & contract awards for November of 2017.

Councilmember Schmid requested and received clarification on the Back Flow Device for Dog Island Park.

Councilmember Schmid requested and received clarification on the Police Department ATV Trailer.

Councilmember Schmid requested and received clarification on the Traffic Signal Light Maintenance in September 2017.

Councilmember Schmid requested and received clarification on the Police Department 2014 Ford Explorer Drop Test Repair / Labor.

Councilmember Schmid requested and received clarification on the VESTA Call Handling Equipment / Installation/Maintenance.

Councilmember Schmid requested and received clarification on the HydroScience Project Permit Renewal.

Councilmember Schmid requested and received clarification on the Storm Water Permit for the Old Red Bluff Landfill Project.

Councilmember Schmid requested and received clarification on the VESTA Call Handling Text to 911 Configuration.

Councilmember Schmid requested and received clarification on the Cables and Equipment for the Dispatch Upgrade Project.

Councilmember Schmid requested and received clarification on the Wildland Fire Gear, Gloves and Boots.

Councilmember Schmid requested and received clarification on the four Morning Pride Turn Out Coat and Pants.

M/S Councilmembers Schmid and Jenkins to accept the open market purchases and contract awards for November of 2017.

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### 3. [Warrant List- November 2017](#)

#### **Recommendation:**

Staff recommends that the City Council approves Warrant No. 88385 through 88570 for November 2017.

5-0-0

#### **CURRENT BUSINESS:**

### 1. [Kelly Griggs Fee Waiver - Public Hearing](#)

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council:

1.1 Conduct a public hearing regarding the requested building permit fee waiver.

1.2 Adopt proposed Resolution No. 14-2017, waiving certain building permit fees for the Kelly-Griggs Museum Remodel Project.

The City Council has adopted a Fee Waiver Request Policy which sets forth certain factors to be considered to evaluate a fee waiver request:

1. Would the project in question be of general benefit to the residents of the City of Red Bluff?
2. Whether the project will be able to otherwise fund the cost of the permits.
3. Whether the project will be completed within 18 months without further City assistance.
4. Whether the organization has requested a previous fee waiver for that project.
5. Whether there is adequate funding to complete the project within 18 months.
6. Whether the organization will comply with all permit application processes.

7. Whether the organization requesting the fee waiver is a legal non-profit entity recognized under the Internal Revenue Code.
8. Other factors deemed relevant by the City Manager and Finance Director or the City Council.

The City Code provides that “A developer of any project . . . may apply to the City Council for a reduction, adjustment or waiver of any one or more of the fees . . .” (City Code § 17.9(A)) “The fee adjustment request shall state in detail the factual basis for the claim of waiver, reduction or adjustment. The City Council shall consider the fee adjustment request at the public hearing on the development project application or at a separate public hearing held within 60 days after the filing of the fee adjustment request, whichever is later.” .” (City Code § 17.9(B)).

Mayor Eyestone opened the Public Hearing at 7:26 p.m., there being no public comments, Mayor Eyestone closed the Public Hearing at 7:26 p.m.

Councilmember Schmid stated that the building is falling apart; they have been struggling for funding, it has been a long-term issue.

Mayor Eyestone asked if they have to meet all eight requirements.

Rick Crabtree, City Manager, stated that it is up to the City Council's discretion.

Mayor Eyestone asked if it is feasible that items three (project completion timeline) and five (adequate funding) can be done.

Mr. Crabtree stated that the proposal does not address the project timeline.

Mayor Eyestone stated that waivers have been granted a few times, but she feels that there should be a representative of the project present at the City Council Meeting.

Mr. Crabtree confirmed that there was not a Kelly Griggs representative in attendance even though they had been notified.

Councilmember Parker stated that he is ok with the fee waiver. He stated that it specifies only one side of the building; would the waiver cover the rest of the building?

Mr. Crabtree stated that this would only cover one side of the building, the same process would likely need to be done for the remainder of the building as well.

Councilmember Jenkins stated that this would be a project worth waiving the fees; Kelly Griggs has been part of Red Bluff for a long time.

Mayor Eyestone reiterated that representatives of these kinds of projects should be present for public hearings in the future so the Council can ask questions if needed.

M/S Councilmembers Jenkins and Parker to adopt proposed Resolution No. 14-2017, waiving certain building permit fees for the Kelly-Griggs Museum Remodel Project.

AYES: Councilmembers Jenkins, Parker, Jones and Schmid

NOES: Councilmember Eyestone

ABSENT OR NOT VOTING: None

## 2. [Business Improvement District \(BID\) - Resolution 15-2017](#)

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council adopt the Resolution of Intention to Levy an assessment and set a public hearing for January 16, 2018.

The public hearing is scheduled for January 16, 2018. Public notice is given by the publication of the Resolution in the newspaper not less than 7 days prior to the hearing.

Protests may be made verbally or in writing. Written protests must be filed with the City Clerk at or before the time fixed for the public hearing. If written or verbal protests are received from the owners of businesses which pay 50% or more of the assessments no further proceedings shall be taken for a period of one year.

The Annual Report submitted and approved by the City Council retains the same boundaries with Zone A and Zone B. The assessment for Zone A would be retail \$250 per year and non-retail \$175 per year. The assessment for Zone B would be retail \$125 per year and non-retail \$100 per year.

Councilmember Schmid asked if this is endorsed and promoted by the Downtown Red Bluff Business Association (DRBBA).

Rick Crabtree, City Manager, stated that yes it is promoted and endorsed by the DRBBA.

Mayor Eyestone stated that only one gentlemen is protesting this and asked if someone would have more voting power if they paid more.

Mr. Crabtree stated that it is all based on the assessment value.

M/S Councilmembers Parker and Jones to adopt the Resolution of Intention to Levy an assessment and set a public hearing for January 16, 2018

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

3. **Madison Street - Resolution No. 16-2017 to Waive Notification Requirements**

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council adopt Resolution No. 16-2017, waiving the notification requirements of Government Code Section 25351 regarding the proposed acquisition of property by the County of Tehama and finding the acquisition consistent with the City of Red Bluff General Plan pursuant to government code section 65402.

**WAIVER OF 60-DAY NOTICE REQUIREMENT**

Government Code Section 25351 requires the County to provide to the City with 60-days notice prior to the acquisition and/or construction of County facilities within the City limits. Section 25351(d) allows the City, through resolution of the City Council, to waive the 60-day notice requirement.

As indicated in the County's letter of November 16, 2017, the County is requesting that the City waive the 60-day notice requirements. Staff recommends waiver of the 60-day notice requirements in order to allow the County to acquire the property without delay.

Note: Although the statute provides an opportunity for the City to comment on a proposed land use of County owned land within the City, the County is exempt from City zoning regulations and General Plan requirements. (Govt Code § 53091; Lawler v. City of Redding, 7 Cal.App.4th 778 (1992))

The proposed use for 715 Madison Street is consistent with the General Plan goals, objectives and policies and as such, based on the requirements of Government Code Section 25351 and Section 65402 planning staff recommends that the City Council find that the proposed property acquisition is consistent with the City of Red Bluff General Plan.

Mayor Eyestone stated the resolution needs correction.

Rick Crabtree, City Manager, stated that the resolution has been updated and is in hand for review.

Mayor Eyestone stated that with something this large the 60-day waiver should not have been left in effect.

M/S Councilmembers Jones and Parker to adopt Resolution No. 16-2017, waiving the notification requirements of Government Code Section 25351 regarding the proposed acquisition of property by the County of Tehama and finding the acquisition consistent with the City of Red Bluff General Plan pursuant to government code section 65402.

AYES: Councilmembers Jenkins, Parker and Jones

NOES: Eyestone and Schmid

ABSENT OR NOT VOTING: None

#### **4. Community / Senior Center Agreement between the City and County**

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council approves the City to enter into an agreement with the County of Tehama for the operation, management and maintenance of the Red Bluff Community Center.

The City owns the real property which contains the Red Bluff Community/Senior Center, while the County owns the building. On April 5, 2016, the City and County adopted a new joint management agreement entitled: "Agreement between the County of Tehama And The City Of Red Bluff For Operation, Management, and Maintenance of the Red Bluff Community/Senior Center." ("Agreement")

The core of the Agreement is that the City and County will share equally (50% - 50%) in the cost of Community Center operations and maintenance. At that time, it was anticipated that the City would be primarily responsible for routine or minor maintenance (under \$7,500) and the County primarily responsible to manage capital projects in excess of \$7,500, with all costs still split equally.

As an unintended consequence, the relevant provisions of the Agreement have been interpreted to prohibit the County from engaging in maintenance or repair work that costs less than \$7,500. The proposed Amendment makes it clear that the County is permitted to participate in maintenance or repairs of the Community Center (a building owned by the County) even if the cost is less than \$7,500, with costs split according to the terms of the Agreement. The proposed Amendment would add the following language to the Agreement:

“Notwithstanding anything in this Agreement to the contrary, maintenance or repairs to the Red Bluff Community/Senior Center costing less than \$7,500 may be performed by the County or its personnel, after consultation with the City. The cost of such maintenance or repairs, including materials, County personnel and any consultant or contractor costs shall be included as “Annual Expenses” pursuant to Paragraph 5 of the Agreement.”

The County approved the proposed Amendment at the board meeting on December 5, 2017.

Councilmember Parker stated that this item also went to the ad hoc committee, this is what the City of Red Bluff needs to run the Community Center.

Mayor Eyestone stated that the language could be cleaned up; the \$7,500.00 keeps everything consistent.

Councilmember Schmid stated that Tehama County would have to consult with the City of Red Bluff before they could do anything.

M/S Councilmembers Jones and Parker to approve the City to enter into an agreement with the County of Tehama for the operation, management and maintenance of the Red Bluff Community Center.

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## 5. Police Officers' Association - Proposed Memorandum of Understanding

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council approve the proposed Memorandum of Understanding between the City of Red Bluff and the Red Bluff Police Officers' Association (POA) covering the period of January 1, 2017 through December 31, 2019.

The prior MOU with the POA Unit expired on December 31, 2016. Since that time, the City and the POA Unit have been operating under the terms of the prior MOU. The proposed new MOU includes the following:

**Term:** 3 years, from January 1, 2017 – December 31, 2019.  
(Article 29.00.00)

**Salary:** Salary increases for all full-time unit members as follows: (Section 15.02.00):

- 2%: Effective the first full pay period following adoption of MOU by City Council.
- 2%: Effective July 1, 2018
- 2%: Effective July 1, 2019

**K-9 Care:** Effectively changed the compensation rate for K-9 Officers to \$16.50 per hour for normal, daily care and feeding of the K-9s. (Article 10.11.00)

**Educational Incentive Pay:** Added language regarding Educational Incentive Pay. In addition to the current language naming specific qualifying college degrees, add “or a degree recommended by the Police Chief and approved by the City Manager.” (Article 10.09.00)

**Holiday Pay:** Deleted language from the prior MOU which excluded holidays occurring on Sunday or Monday from holidays otherwise entitled to holiday pay. (Article 13.01.00)

**Medical Premium Program:** No change to existing benefit formulas. (Article 14.03.00) City will cooperate in good faith with the efforts of the POA to transfer from the PORAC-PERS medical plan, to a medical plan offered by the Northern California General Teamsters Security Fund (NCGTSF).

This transfer is expected to be effective January 1, 2019, but notice of the POA’s intent to withdraw from PERS must be submitted within 60 days of CAL-PERS releasing its rates for calendar year 2019 (usually during the summer). Once the POA has withdrawn from PERS, they are not eligible to re-join PERS medical programs for a period of 5 years.

**Uniform Allowances:** POA Uniform allowances change effective July 1, 2018 to \$850./year for sworn officers and CSOs and \$400/year for police dispatchers. Also, changed the annual uniform allowance pay date to July 1-15 (was formerly July 1-5). (Article 25.01.00)

M/S Councilmembers Parker and Jones to approve the proposed MOU between the City of Red Bluff and the Red Bluff POA covering the period of January 1, 2017 through December 31, 2019.

AYES: Councilmembers Jenkins, Parker and Jones

NOES: Eyestone and Schmid

ABSENT OR NOT VOTING: None

6. **[Police Mid-Managers Resolution No. 17-2017; Employment Terms](#)**

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council approve Resolution No. 17-2017 regarding salaries, benefits and other terms of employment.

The prior Resolution No. 2-2016 (reflecting agreements with the Red Bluff Police Mid Managers' Association (RBPMMA) Unit) expired on June 30, 2017.

Since that time, the City and the RBPMMA Unit have been operating under the terms of the prior Resolution. The proposed new Resolution includes the following:

**Term:** 3 years, from July 1, 2017 – June 30, 2020. (§ 1)

**Salary:** Salary increases for all full-time unit members as follows:

- 2%: Effective the first full pay period following adoption of Resolution No. 17-2017 by City Council.
- 2%: Effective July 1, 2018 o
- 2%: Effective July 1, 2019 (§ 2)

**Educational Incentive Pay:** Adopted POA MOU section 10.09.00 (Educational Incentive Pay). In addition to the prior language naming specific qualifying college degrees, that section added “or a degree recommended by the Police Chief and approved by the City Manager.” (§ 3)

**Holidays:** Adopted the provisions of Section 6 of Management Group Resolution No. 13-2017 regarding Holidays. Added the following language reflective of current policy:

“All employees will receive 8 hours of vacation accrual for each full-day holiday and 4 hours of vacation accrual for

each half-day holiday.” This language is also in the POA MOU (Section 13.00.00.).

**Medical Premium Program:** Incorporated POA MOU §14.00 – 14.07.00, including language regarding the planned POA transfer from PORAC-PERS to medical coverage provided by the Northern California General Teamsters Security FUND (NCGTSF), effective January 1, 2019. The RBPMMA may elect to follow the POA and convert to the NCGTSF medical plan or may elect to remain in the PORAC-PERS medical plan. The RBPMMA is aware that it has a limited time to request withdrawal from PERS medical following release of the PERS medical plan rates for 2019 (normally released mid-calendar year).

**Uniform Allowances:** Adopted the POA Uniform Allowances provisions including the change to \$850./year for sworn officers and CSOs and \$400/year for police dispatchers, effective July 1, 2018. Also, changed the annual uniform allowance pay date to July 1-15 (was formerly July 1-5).

M/S Councilmembers Parker and Jones to approve the proposed Resolution between the City of Red Bluff and the RBPMMA covering the period of January 1, 2017 through December 31, 2019.

AYES: Councilmembers Jenkins, Parker and Jones

NOES: Eyestone and Schmid

ABSENT OR NOT VOTING: None

## **7. Adoption of Fair Political Practices Commission Form 806**

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council adopt the Fair Political Practices Commission (FPPC) Form 806 for posting on the City's website with the mandated information.

Fair Political Practices Commission Regulation 18705.5 prohibited a Public Official from participating in a decision to appoint himself or herself to an external board position, if the appointment would have an economic benefit to the appointee in the amount of \$250 or more within any 12 month period.

In March 2012, the FPPC amended FPPC Regulation 18705.5 that under certain conditions would allow a Public Official to participate in a government body decision that would appoint him or her to such a position. One condition is that the City Council "adopts and posts on its website, on a form provided by the FPPC, a list that sets forth each appointed position for which compensation is paid, the salary or stipend for each appointed position, the name of the public official who has been appointed to the position and the name of the public official, if any, who has been appointed as an alternate, and the term of the position." (FPPC §18705.5(C)(3))

In May 2012, the FPPC adopted Form 806 to be used by the government body to allow a Councilmember to participate in a decision to appoint him/herself to a Board, Commission, Special Agency, Joint Powers Agency or Authority, Joint Powers Insurance Agency or Authority, or a Metropolitan Planning organization.

Form 806 must first be adopted by the City Council and posted on the City's website containing all of the information as required by the FPPC, and updated as needed to reflect current appointments.

Until the City adopts and posts Form 806, a Public Official may not participate in a vote that appoints them to a compensated external Board position.

Councilmember Parker stated that the Groundwater Commission should be added, the pay is \$50.00 per meeting.

Mayor Eyestone asked if there is an alternate member on the Groundwater Commission.

Councilmember Parker stated that there is not an alternate member.

Councilmember Schmid asked how this was modified from 2012.

Mayor Eyestone stated that it would be changed with the addition of the Groundwater Commission.

M/S Councilmembers Jones and Parker to adopt the Fair Political Practices Commission Form 806 for posting on the City's website with the mandated information, with the addition of the Groundwater Commission.

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

**8. Police Evidence Building - Contract Award and Supplemental Appropriations**

Kyle Sanders, Chief of Police, reviewed the staff report and provided the staff's recommendation that the City Council select one of the following three options:

**8.1** Award the evidence building project to Rock Creek Construction in the amount of \$324,826.00 and provide supplemental appropriations in the amount of \$32,291.00 to the Police Impact Fee account 24-33-520-100. Additionally, \$40,600.00 of ¼ cent sales initiative monies and \$108,490 of General Fund into expenditure account 11-33-520-100.

**8.2** Award the evidence building project to Rock Creek Construction in the amount of \$324,826.00 and provide supplemental appropriations in the amount of \$32,291.00 to the Police Impact Fee account 24-33-520-100, \$40,600.00 of ¼ cent sales initiative monies for expenditure account 11-33-520-100, and \$108,490.00 to Fund 15 (Transportation) into account 15-33-520-100.

**8.3** Do not award the bid and provide additional direction to staff.

“The Law enforcement evidence property function is vital to the criminal justice process. Its effective and efficient operation is internal to an agency’s quality of service to the community and the criminal justice system. The management of this function has become increasingly complex due, in part, to factors related to legislative mandates, hazardous material storage, the protection and preservation of biological/DNA-related material, security and chain of custody, and the training of evidence/property personnel. The failure to manage the evidence and property function can affect the successful prosecution of criminal violators, resulting in agency liability or loss of public confidence” (Robert Stresak, Executive Director, California Peace Officer Standards and Training, 2013)

The California Peace Officer Standards and Training Evidence and Property Guide represents best practices as it pertains to the intake, security, storage and processing of items seized as evidence or held for safekeeping. The Red Bluff Police Department has compared its current storage arrangements with the Evidence and Property Guide and found them to be deficient in several areas.

In January of 2016, the Red Bluff Police Department began to research solutions to bring property/evidence storage into compliance with state and national standards. It was determined the current facilities lacked the necessary space, security and climate control necessary to continue to house and protect the integrity of the expanding volume of property and evidence processed each year. The Police Department, with the help of Public Works and Planning, drafted a conceptual design of a new property/evidence building to solve this problem. Council allocated \$154,826.00 in the 2016 / 2017 FY budget to move forward with the project.

In September of 2016, rough plans were submitted to Semingson Architects, Inc. Semingson took the rough design and produced the working plans and technical specification sheets necessary for competitive bidding.

On October 3, 2017, Council authorized staff to seek bid proposals for construction of the evidence building. Two sealed bids were received on November 7, 2017. Rock

Creek Construction was the lowest bid at \$324,826.00. These bids must be awarded no later than January 2, 2018 or otherwise become invalid.

There is a shortfall of funding for this project as the balance of remaining allocated funds is \$142,455.00. It is proposed that we utilize the Police Impact Fee balance of \$32,291.00 and the balance of ¼ cent sales tax revenue of \$40,600.00 to reduce this shortage.

The remaining balance of \$108,490.00 would have to be funded via the general fund or, alternatively, Fund 15 (Transportation), which has an unencumbered balance of \$123,574.00.

The balance of funds allocated for this project is \$142,445.00. The Police Department has a Police Impact Fee account balance of \$32,291.00. Additionally, at the conclusion of this fiscal year, the ¼ cent sales tax revenue is anticipated to have an unallocated balance of \$40,600.00. If these two funds were combined with the balance already allocated (for a total of \$215,336.00) there would remain a shortage of \$108,490.00 to fund this project. It would be necessary to obtain this amount from either the general fund or Fund 15.

Mayor Pro Tem Jones asked what Fund 15 was used for in the past.

Sandy Ryan, Finance Director, stated it is for transportation or transportation design; the funds at one time were from the General Fund. She stated that they cannot utilize the funds any longer in this way, the funds have been there for five to six years, and there is no funds permitted to go to that account in the future.

Mayor Eyestone asked if this would be the building at the Airport.

Kyle Sanders, Police Chief, stated that this would be the empty lot near the Police Department. He stated that they looked into other options, but none of them ended up being any cheaper. He stated that he needs an answer on this by January 2, 2018.

Councilmember Parker stated that there was another building that would have been a good option, but the owners found out about the interest and brought in another realtor and ruined the possibility of it being a viable option.

Councilmember Schmid stated that this is double the original budget, which he was aware of; the City of Red Bluff should sell the lot, let a private investor build a building to suite the Police Departments needs and then lease it, or buy it back.

M/S Councilmembers Parker and Jones to award the evidence building project to Rock Creek Construction in the amount of \$324,826.00 and provide supplemental

appropriations in the amount of \$32,291.00 to the Police Impact Fee account 24-33-520-100, \$40,600.00 of ¼ cent sales initiative monies for expenditure account 11-33-520-100, and \$108,490.00 to Fund 15 (Transportation) into account 15-33-520-100.

AYES: Councilmembers Eyestone, Jenkins, Parker and Jones

NOES: Schmid

ABSENT OR NOT VOTING: None

## 9. Reserve Firefighter Pay Schedule

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council adopt the new pay schedule presented by the Fire Chief that will reflect the new Minimum Wage Standard starting January 2018.

The current pay schedule does not reflect the new Minimum Wage Standard starting January 1, 2018. The new minimum wage will be \$11.00 per hour. This change will increase each step by .50 cents per hour over the current pay schedule.

Below you will see the new pay schedule for Reserve Firefighters and Reserve Engineers.

	Firefighter	Engineer
Years 0-2	\$11.00	\$11.50
Years 3-4	\$11.50	\$12.00
Years 5-6	\$12.50	\$13.00
Year 6	\$13.50	\$14.00

M/S Councilmembers Parker and Jenkins to adopt the new pay schedule presented by the Fire Chief that will reflect the new Minimum Wage Standard starting January 2018

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **10. Heater Valve Replacement - Supplemental Appropriation**

Robin Kampmann, Public Works Director, reviewed the staff report and provided the staff's recommendation that the City Council approves a supplemental appropriation to account # 10-57-340-100 Professional & Contractual Services in the amount of \$7,069.00 for the replacement of three (3) heater control valves and one (1) actuator.

The control valves that allow the hot water into the heater coils located in the duct work throughout the City Hall complex are electronically operated. Last year due to the heavy rain, we saw an increase in the rodent population within the building resulting in rodent damage to four heater control valves. The damage to the valves was significant and did not allow the control valves for the heating system to function properly. This created zones within the building that were not getting heat at all.

After contacting multiple companies to provide estimates for the valve replacement it was determined only Servi-Tech, the contractor that currently is under contract for the Chiller and Boiler Replacement Project, would perform the work since that contract is still open and the required draining of the boiler lines necessary to replace the valves could only be completed by them. Due to the valves not operating properly it is difficult to determine if the new boiler is functioning correctly. Due to these restrictions, City Staff authorized Servi-Tech to perform the valve replacement in the amount of \$7,069.00 so that they could complete the checklist items and work on the completion of the new system installation.

Councilmember Schmid asked if this was completed and is the unit working.

Robin Kampmann, Public Works Director, stated that it is working through zoning and control system, but there have been no shutdowns since replaced.

Councilmember Schmid asked if all the valves are working.

Ms. Kampmann stated that there is one that they are still looking at.

Councilmember Schmid asked if they have resolved the existing problems

Ms. Kampmann stated that yes they have.

Mayor Eyestone asked if all the costs are from the General Fund.

Sandy Ryan, Finance Director, stated that Department 51 is specifically for building.

Councilmember Schmid and if the Chiller and Boiler are still under contract.

Ms. Kampmann stated that yes they are and will be through summer to ensure all is working for each season.

M/S Councilmembers Parker and Jenkins to approve a supplemental appropriation to account # 10-57-340-100 Professional & Contractual Services in the amount of

\$7,069.00 for the replacement of three (3) heater control valves and one (1) actuator.

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **11. City Hall Roof Restoration - Contract Award**

Robin Kampmann, Public Works Director, reviewed the staff report and provided the staff's recommendation that the City Council authorizes:

11.1 The award of the construction contract to Universal Coatings, Inc., in the amount of \$49,950.00, for the City Hall Roof Restoration Project.

11.2 The Public Works director to approve change orders as needed due to any unanticipated existing roof related conditions up to the amount of 15% of the construction contract, \$7,492.50, without additional Council Action.

On November 14, 2017 construction bids were received for the City Hall Roof Restoration Project

Five (5) bids were received for the Project:

**PROJECT NAME:** City Hall Roof Restoration Project

**BID OPENING:** 11/14/2017

	<b>Company</b>	<b>City &amp; Zip</b>	<b>Bid Amount</b>	<b>Add. Bid Amount</b>
<b>1</b>	Foam Expert Roofing, Inc.	Mesa, AZ 85210	\$98,200.00	\$38,300.00
<b>2</b>	Brazos Urethane	Madera, CA 93638	\$88,106.00	\$32,800.00
<b>3</b>	Contract West Roofing, Inc	Salt Lake City, UT 84121	\$178,800.00	\$24,800.00
<b>4</b>	Foam Experts Company	Shasta Lake City, CA 96019	\$82,380.00	\$19,000.00
<b>5</b>	Universal Coating, Inc.	Fresno, CA 93725	\$49,950.00	\$32,000.00

The low base bid amount for the project was received from Universal Coating, Inc., at a cost of \$49,950.00. After further review, City Staff does not feel that the replacement of the existing flashing is warranted as the flashing is in adequate condition and the bid documents specified resealing of the

flashing joints. Therefore, staff does not recommend awarding the additive bid item of replacing the existing flashing.

City Staff does not anticipate any roof substrate repairs needing to be made during the restoration of the roof. As a precautionary measure, due to the age of the existing roof and the amount of pre-existing penetrations and infrastructure, staff is asking Council to approve a 15% contingency in the amount of \$7,492.00 for unforeseen repairs. In addition, authorize the Public Works Director to approve any necessary change orders up to the contingency amount without additional Council action.

On October 17, 2017 the City Council authorized City Staff to advertise for proposals for the City Hall Roof Restoration Project adding an additive bid item to the scope of work to replace the existing flashing in lieu of resealing the parapet top-cap.

The proposed City Hall Roof Restoration Project consists of restoring the existing 19,423+/- square foot roof of the City Hall complex, including the police station and fires station roofs, with a monolithic one-piece Bio-Guard and Acrylic Coating Roof System.

Repair of the roof is needed as the existing roof has reached the end of its useful life and numerous leaks have been experience in previous years. City staff has repaired the

existing roof in numerous locations but a full restoration is needed. It is anticipated to complete the restoration prior to the rainy season and in conjunction with the Fire Department Evaporative Cooler Replacement Project.

Councilmember Schmid asked what the life expectancy of the new roof would be.

Robin Kampmann, Public Works Director, stated it would be ten years.

Councilmember Schmid asked what the warranty on the roof would be.

Ms. Kampmann stated that she believes it would be ten years.

Councilmember Schmid asked if it was a foam or acrylic coating.

Scott Miller, Associate Civil Engineer, stated that it is like a rubber mixed with acrylic.

Councilmember Schmid requested confirmation that the flashing would be adequate.

Mr. Miller confirmed that the contractor stated the flashing would be ok.

M/S Councilmembers Jenkins and Jones to authorize the award of the construction contract to Universal Coatings, Inc., in the amount of \$49,950.00, for the City Hall Roof Restoration Project and allow the Public Works director to approve change orders as needed due to any unanticipated existing roof related conditions up to the amount of 15% of the construction contract, \$7,492.50, without additional council action.

AYES: Councilmembers Eyestone, Jenkins, Parker, Jones and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **12. Dog Island / Samuel Ayer Park Restrooms - Project Acceptance**

Robin Kampmann, Public Works Director, reviewed the staff report and provided the staff's recommendation that the City Council accept the completed construction of the new ADA compliant restroom at the Dog Island/Samuel Ayer Park, direct staff to file a notice of completion, begin the one-year warranty period for the project and release the project retention of **\$8,410.60** to **Allen Gill Construction, Inc.**

The ADA compliant restroom project at Dog Island/Samuel Ayer Park including the installation of a new restroom facility and site improvements has been completed. All work has

been reviewed by the City's Public Works Department staff and the City's Building Department staff and the project has been deemed as complete. The total project cost was \$168,212.00.

With approval of this City Council Action, the retention amount of \$8,410.60 will be released to Allen Gill Construction, Inc. It has been verified that all subcontractors and suppliers have been paid in full

Councilmember Schmid asked if the restroom was currently open 24 hours a day, 7 days a week.

Robin Kampmann, Public Works Director, confirmed that the restrooms are open all of the time.

Councilmember Schmid asked if they have had any issues so far.

Ms. Kampmann stated they have had some graffiti, but no damage and staff said if the bathrooms are left open, there is usually less damage to the facilities.

Mayor Eyestone stated that at Frey Field, the restrooms have people sleeping in them, and asked if these have the same issue?

Ms. Kampmann stated that there have been no reports of people sleeping in the restrooms.

M/S Councilmembers Jones and Parker to accept the completed construction of the new ADA compliant restroom at the Dog Island/Samuel Ayer Park, direct staff to file a notice of completion, begin the one-year warranty period for the project and release the project retention of \$8,410.60 to Allen Gill Construction, Inc.

AYES: Councilmembers Eyestone, Jenkins, Parker and Jones

NOES: Schmid

ABSENT OR NOT VOTING: None

### **G. STAFF ITEMS:**

Rick Crabtree stated that the City of Red Bluff will be closed on December 22, December 25, December 29 and January 1, 2018. Additionally, the OES engine was headed home to Red Bluff from the fires in southern California.

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

Reports by City Council Members on the activities of their assigned agencies and/or committees.

- **Local Agency Formation Commission (LAFCO)** - Councilmember Parker reported there is no meeting Scheduled.

- **Tehama County Transportation Commission** - Councilmember Schmid reported that they discussed the Regional transportation Improvement Plan and the bridge project on Baker Road has been delayed. Regarding repaving from South Main Street to Hospital, they would like to see underground work done before paving starts, and they would like to see a turn lane and curb across from the Valero gas station. They asked them to come back with that information and plan. Additionally he reported that TRAX will now be available on Saturdays.
- **Downtown Red Bluff Business Association** - Mayor Eyestone reported the next meeting will be held on January 17, 2018.
- **Community Action Agency** - Mayor Pro Tem Jones reported the next meeting will be on December 21, 2017 at 3:00 p.m. at the Tehama County Board of Supervisors chambers.
- **Executive Committee - Tehama County Solid Waste Management Agency** - Councilmember Schmid reported they had an abbreviated Cal Trans Presentation and discussed the closure of Cell One.

- **Tehama County Solid Waste Management Agency (JPA II)** - Councilmember Schmid reported there is no meeting Scheduled.
- **Chamber of Commerce** - City Manager, Rick Crabtree, reported there is no meeting scheduled
- **Ground Water Commission** - Councilmember Parker reported the next meeting on December 27, 2017.
- **Tehama County Continuum of Care - Executive Council** - Councilmember Jenkins reported the next meeting is scheduled on December 20, 2017.

Councilmember Schmid stated that he is hoping that by the next fiscal year that some of the money set aside for Red Bluff City roads will have been spent.

## **H. ADJOURNMENT:**

There being no further business Mayor Pro Tem Eyestone adjourned the meeting at 8:27 p.m. until the meeting of January 16, 2017 at the Red Bluff City Council Chambers.

s/Daniele Eyestone, Mayor Pro Tem

ATTEST:

s/Cassidy DeRego, City Clerk