



CITY OF RED BLUFF

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RED BLUFF CITY COUNCIL REGULAR COUNCIL MEETING

Date of Meeting: Tuesday January 15, 2013
Time of Meeting: 6:45 p.m. Closed Executive Session
7 p.m. Regular Meeting
Place of Meeting: Council Chambers, City Hall
555 Washington Street
Red Bluff, Ca 96080

Councilmember's Present:

Wayne Brown, Mayor
Daniele Jackson, Mayor Pro Tem
Clay Parker, Councilmember
Rob Schmid, Councilmember
Robert Sheppard Jr., Councilmember

City Council Minutes

January 15, 2013

Page 1 of 24

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Staff Present:

Rick Crabtree, City Attorney/City Manager
Sandy Ryan, Finance Director
Jo Anna Lopez, City Clerk
Paul Nanfito, Police Chief
Scot Timboe, Planning Director
Jon Bennett, Fire Chief
J.D. Ellison, Building Director/Official
Donna Gordy, City Treasurer
Cheryl Smith, Deputy City Clerk
Vi Cobb, Human Resources Analyst II

CLOSED EXECUTIVE SESSION:

1. CONFERENCE WITH LABOR NEGOTIATORS:
Executive Session in accordance with Government Code Section 54957.6 for the purpose of instructing the City's designated representatives Richard Crabtree, City Manager/ City Attorney, Rick Haeg, Labor Negotiator and Vi Cobb, Human Resources Analyst II, regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits with the Fire Unit Employees.

Mayor Brown reported that the City Council had given direction to staff during the closed session.

PLEDGE OF ALLEGIANCE:

Mayor Brown led the Pledge of Allegiance and the assembly joined in

CITIZEN'S COMMENTS:

Wanda Schuler, Airport Commission Chairperson provided a brief report on what the Airport Commission had worked on during their last meeting.

Police Chief Paul Nanfito reported to the City Council that the Police Department had just put a survey online for the public to complete and asked that everyone please complete the survey as it will be a tool to show where the department needs to improve.

CONSENT AGENDA:

Councilmember Schmid requested that item 1 be pulled for clarification.

Councilmember Jackson requested that item 2 B be pulled so that the change made could be noted for the record.

M/S/C Councilmembers Jackson and Schmid approve the remainder of the consent agenda.

AYES: Councilmembers Jackson, Schmid, Sheppard, Parker and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS – DECEMBER 2012

Recommendation:

That the City Council accepts the open market purchases and contract awards for December 2012.

Councilmember Schmid requested and received clarification on items on this report.

M/S/C Councilmembers Schmid and Jackson to approve the Report Regarding Open Market Purchases and Contact Awards for December 2012.

AYES: Councilmembers Jackson, Schmid, Sheppard, Parker and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

APPROVAL OF MINUTES:

A. December 4,2012

Approved 5/0/0

B. December 18,2012

Mayor Pro Tem Jackson stated for the record that on the December 18, 2012 minutes under the Pledge of Allegiance Deputy City Clerk Cheryl Smith had made a change from Mayor Wayne to read Mayor Brown.

M/S/C Councilmembers Jackson and Schmid to approve the Minutes of December 18, 2012 as amended.

AYES: Councilmembers Jackson, Schmid, Sheppard, Parker and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

C. December 20,2012

Approved 5/0/0

RESOLUTION NO. 2-2013; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RED BLUFF AUTHORIZING THE TEHAMA COUNTY SANITARY LANDFILL AGENCY TO SUBMIT A REGIONAL GRANT APPLICATION TO THE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY TIRE RECYCLING GRANT PROGRAM

Recommendation: That the City Council:

1. Adopts Resolution No. 2013; A resolution of the City Council of the City of Red Bluff authorizing the Tehama County Sanitary Landfill Agency to submit a Regional Grant Application to the Department of Resources Recycling and Recovery Tire cycling Grant Program; and
2. Authorize and/or empower the Landfill Agency Manager of the Tehama County Sanitary Landfill Agency, or his/her designee to execute in the name of the City of Red Bluff all necessary applications, contracts, agreements and amendments here to for the purposes of securing grant funds to implement and carry out the purpose specified in the grant application

Approved 5/0/0

CURRENT BUSINESS:

APPOINTMENT OF PARKS AND RECREATION ADVISORY COMMISSIONERS

Recommendation:

City Council Minutes

January 15, 2013

Page 7 of 24

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That the City Council makes the necessary appointments to the Parks and Recreation Advisory Commission from the applications received.

At the meeting of December 4, 2012 there were no applications received for appointment to this commission. Following are the vacancies that need to be filled by the applications received:

3 appointments. Term: 1/1/13 to 12/31/15
1 appointment. Term: 12/5/12 to 12/31/14
1 student appointment. Term 1/1/13 to 12/31/13

Applications were received from:

Margaret (Maggie) Sheppard – Student applicant
Mayson Trujillo – Student applicant
Suren Patel
Gerry Reyes
Raymond Eliggi
Robert Martin

Mayor Brown asked each applicant to give a brief statement of why they would like to serve on the commission and each applicant did so.

Student appointment

Deputy City Clerk Cheryl Smith provided a ballot to each Councilmember and asked that they vote for one applicant to serve as the Student Representative.

Councilmembers Jackson and Sheppard each voted for Margaret Sheppard

Councilmembers Brown, Parker and Schmid each voted for Mayson Trujillo

Mayson Trujillo was selected as the Student Representative to serve from 1/1/13 to 12/31/13.

Appointment to serve until 12/31/14:

Deputy City Clerk Cheryl Smith provided a ballot to each Councilmember and asked that they vote for one applicant to serve as the appointment ending 12/31/14.

Councilmembers Parker and Sheppard voted for Suren Patel

Councilmembers Brown, Jackson and Schmid voted for Gerry Reyes

Gerry Reyes was selected to serve from 1/1/12 to 12/31/14.

M/S/C Councilmembers Parker and Sheppard appoint Suren Patel, Raymond Eliggi and Robert Martin to serve on the Parks and Recreation Advisory Commission for the period of 1/1/13 to 12/31/15.

AYES: Councilmembers Parker Sheppard, Jackson, Schmid and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

**PUBLIC HEARING AND RESOLUTION NO. 1-2013
REGARDING FISCAL YEAR 2013 ASSESSMENT
FOR DOWNTOWN RED BLUFF PARKING AND
BUSINESS IMPROVEMENT AREA**

Recommendation:

City Council Minutes

January 15, 2013

Page 10 of 24

The City of Red Bluff is an equal opportunity provider

That the City Council open the public hearing, receive any testimony and determine whether or not written protest constitute 50% or more of the assessments. Depending on the outcome of the public hearing, the City Council may choose to adopt Resolution No. 1-2013.

The Resolution of Intention was published in the newspaper in accordance with state law.

January 15, 2013 at 7:00 p.m. in the City Council Chambers is the date, time and place set for the public hearing. Protests to the assessments may be made orally or in writing. Written protests must be filed with the City Clerk at or before the time fixed for the public hearing. If written 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.

Mayor Brown opened the Public Hearing at 7:22 p.m. and hearing no comments closed the Public Hearing at 7:22 p.m.

M/S/C Councilmembers Schmid and Jackson to adopt Resolution No. 1-2013.

AYES: Councilmembers Parker, Sheppard, Schmid, Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

BLUES FOR THE POOL BANNER FEES

The City assists local nonprofits with the hanging of banners promoting various City events. The City's adopted fee schedule charges \$43 per banner side for the processing of overhead banner permit applications. Once an application is approved, the City hangs the banner at either Pine & Main or Reeds Creek & Main.

Blues for the Pool has requested a waiver of the banner permit fee for a banner hung in September 2012 to promote a Fall Craft Fair.

M/S/C Councilmembers Schmid and Sheppard to approve the waiver of the fee for Blues for the Pool.

AYES: Councilmembers Parker, Sheppard, Schmid,
Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

COST ALLOCATION REPORT FOR 2013

Sandy Ryan, Finance Director, reviewed the report with the City Council and gave staff's recommendation that the City Council approve the new Cost Allocation Report and the new Cost Allocation Journal Entry for 2013.

Willdan Financial Services has completed the City of Red Bluff Cost Allocation Plan Report for Administrative Services.

M/S/C Councilmembers Parker and Jackson to approve the New Cost Allocation.

AYES: Councilmembers Parker, Sheppard, Jackson
and Brown

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: NONE

REPORT ON BUDGET UPDATE FOR 2012 AND 2013

The General Fund Balance for 2012 is \$472,905 with the budgeted estimate for the General Fund Balance for 2013 increased from \$516,052 to \$610,000.

Sandy Ryan, Finance Director, reviewed the budget update with the City Council.

INFORMATIONAL ONLY

OVERTIME SUPPLEMENTAL APPROPRIATION REQUEST

Paul Nanfito, Police Chief, reviewed the report with Council and gave staff's recommendation that the City Council:

1. That the City Council approve a supplemental appropriation to the Police Department overtime budget/account (#11-33-120-100) in the amount of \$33,015.00) to cover salary and payroll costs associated with changes to holiday pay.

2. Staff also recommends an increase of \$16,000.00 to cover the normal overtime costs that have and will be incurred over the course of the 2012/2013 fiscal year.

Based upon changes to the current MOU for the Police Officers Association increases to the Police Department overtime budget during the 2012/2013 Fiscal Year are projected to be a minimum of \$33,015.00.

These increases are occurring due to a change in compensation for holidays. These changes were agreed upon and implemented after the budget talks and meetings of May 2012. Implementation began on July 6, 2012 with the first Holiday pay increases taking affect on the Labor Day Holiday in September 2012.

POA employees who work holidays are now paid double time. In the past, holiday compensation came in the form of equal additions to the employee's composite leave bank. With the elimination of composite leave, and the caps on the amounts of paid leave that can be accrued, holiday pay is now compensated in wages.

A review of the Police Department overtime budget following the Thanksgiving holidays was the catalyst for an assessment of the amount of increases the Holiday pay would create on the Police Department's overtime account (11-33-120-100). This review has indicated there will be an increase to the overtime account by a minimum of \$33,015.00. In previous years, holiday pay was added to the composite leave accrual. The current MOU requires that it be paid out in double time for hours worked on a holiday. Payment of holiday pay is no longer deferred.

M/S/C Councilmembers Parker and Jackson to approve the supplemental appropriations required to cover salary and payroll costs associated with changes to holiday pay.

AYES: Councilmembers Parker, Sheppard, Schmid, Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

M/S/C Councilmembers Parker and Schmid to approve the \$16,000.00 to cover normal overtime costs that has and will be incurred in the 2012/2013 budget year.

AYES: Councilmembers Parker, Sheppard, Schmid, Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

PROFESSIONAL SERVICES - BUILDING DEPARTMENT FEES STUDY

The City Building Fees and the supporting study are approximately 7 years old. The Building Departments over-all function has changed dramatically since then. The City is required to periodically review and update the City's Building Department Fees. The need for a new fee study became readily apparent as the City went to switch to the new NEMRC software.

JD Ellison, Building Director/Official, reviewed the staff report and gave staff's recommendation that the City Council:

City Council Minutes

January 15, 2013

Page 17 of 24

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1. Review the proposed scope of services.
2. Authorize staff to advertise for proposals.

M/S/C Councilmembers Jackson and Parker to approve staff's recommendations.

AYES: Councilmembers Parker, Sheppard, Schmid, Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

TREASURER'S REPORT – First Quarter of Fiscal Year 2011

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).

M/S/C Councilmembers Jackson and Sheppard to accept the report for the First quarter of Fiscal Year 2011.

AYES: Councilmembers Parker, Sheppard, Schmid,
Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

TREASURER'S REPORT – Second Quarter of Fiscal Year 2011

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).

M/S/C Councilmembers Sheppard and Jackson to approve the report for 2nd quarter of Fiscal Year 2011.

AYES: Councilmember Parker, Sheppard, Schmid,
Jackson and Brown

NOES; NONE

ABSENT OR NOT VOTING; NONE

APPROVAL OF WARRANT LIST

Recommendation:

That the City Council approves Check Warrant Nos. 744408 through 74641 dated December 1, 2012 through December 30, 2012.

M/S/C Councilmembers Parker and Jackson to approve the Warrant List for December 2012.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (abstained)

STAFF ITEMS:

Police Chief Nanfito reported that there would be a Law Enforcement Meeting on February 2, 2013.

COMMITTEE REPORTS/ COUNCIL COMMENTS:

LAFCO – *No Meeting*

3CORE – *No Meeting*

Tehama County Transportation Commission – *No Meeting*

Downtown Red Bluff Business Association –
*discussed Christmas activities, the DRBBA
Assessments and future city activities*

Community Action Agency – *discussed assistance to
fire victims*

Tehama Economic Development Corporation – *No Meeting*

Tehama County Sanitary Landfill JPA1- *No Meeting*
Executive Committee – Tehama County/City of Red
Bluff Landfill Management Agency JPA11 – *No Meeting*

ADJOURNMENT:

There being no further business Mayor Brown adjourned the meeting at 8:35 p.m. until the next meeting of February 5, 2013 at the Red Bluff Council Chambers.

s/ Wayne Brown, Mayor

ATTEST:

s/ Jo Anna Lopez, City Clerk

PARKS AND RECREATION ADVISORY
COMMISSION APPOINTMENT
STUDENT APPOINTMENT
VOTE FOR ONE (1)

COUNCILMEMBER: PARKER

MARGARET SHEPPARD
 MAYSON TRUJILLO

PARKS AND RECREATION ADVISORY
COMMISSION APPOINTMENT
STUDENT APPOINTMENT
VOTE FOR ONE (1)

COUNCILMEMBER: SCHMIDT

MARGARET SHEPPARD
 MAYSON TRUJILLO

Ballot
#1
3-Trujillo
2-Sheppard

PARKS AND RECREATION ADVISORY
COMMISSION APPOINTMENT
STUDENT APPOINTMENT
VOTE FOR ONE (1)

COUNCILMEMBER: JACKSON

MARGARET SHEPPARD
 MAYSON TRUJILLO

PARKS AND RECREATION ADVISORY
COMMISSION APPOINTMENT
STUDENT APPOINTMENT
VOTE FOR ONE (1)

COUNCILMEMBER: WAGNER

MARGARET SHEPPARD
 MAYSON TRUJILLO

PARKS AND RECREATION ADVISORY
COMMISSION APPOINTMENT
STUDENT APPOINTMENT
VOTE FOR ONE (1)

COUNCILMEMBER: SHEPPARD

MARGARET SHEPPARD
 MAYSON TRUJILLO

PARKS AND RECREATION ADVISORY
COMMISSION
TERM ENDING 12/31/14
VOTE FOR ONE (1)

COUNCILMEMBER: Sethu's

SUREN PATEL

RAYMOND ELIGGI

ROBERT MARTIN

GERRY REYES

Ballot #1

PARKS AND RECREATION ADVISORY
COMMISSION
TERM ENDING 12/31/14
VOTE FOR ONE (1)

COUNCILMEMBER: Pat Shepard

SUREN PATEL

RAYMOND ELIGGI

ROBERT MARTIN

GERRY REYES

PARKS AND RECREATION ADVISORY
COMMISSION
TERM ENDING 12/31/14
VOTE FOR ONE (1)

COUNCILMEMBER: Parish

SUREN PATEL

RAYMOND ELIGGI

ROBERT MARTIN

GERRY REYES

PARKS AND RECREATION ADVISORY
COMMISSION
TERM ENDING 12/31/14
VOTE FOR ONE (1)

COUNCILMEMBER: Wayne

SUREN PATEL

RAYMOND ELIGGI

ROBERT MARTIN

GERRY REYES

PARKS AND RECREATION ADVISORY
COMMISSION
TERM ENDING 12/31/14
VOTE FOR ONE (1)

COUNCILMEMBER: JACKSON

SUREN PATEL

RAYMOND ELIGGI

ROBERT MARTIN

GERRY REYES