



# CITY OF RED BLUFF

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## CITY COUNCIL MINUTES

**Date of Meeting:** Tuesday, January 6, 2015  
**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  
Paul Nanfito, Police Chief  
Scot Timboe, Community Development Director  
Bruce Henz, Public Works Director  
Ray Barber, Fire Chief  
Donna Gordy, City Treasurer  
Vi Cobb, Human Resources Analyst II

## **PLEDGE OF ALLEGIANCE:**

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

## **CITIZEN'S COMMENTS:**

Pastor Scott Camp provided a Prayer and stated that there would be a service and celebration of life held for former Councilmember Ray Eliggi on Saturday at 11 a.m. at the North Valley Baptist Church.

## **PROCLAMATIONS:**

### **GENERAL AVIATION APPRECIATION MONTH**

Councilmember Schmid read the Proclamation for General Aviation Appreciation Month.

## **CONSENT AGENDA:**

Councilmember Schmid requested that items 2 and 3 be pulled for clarification.

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

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

# 1. ADOPTION OF FAIR POLITICAL PRACTICES COMMISSION FORM 806.

## Recommendation:

That the City Council adopt FPPC form 806 for posting on the City's website with the mandated information.

In May 2012, the Fair Political Practices Commission (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.

*Approved 5/0/0*

## 2. CITY HALL JANITORIAL CONTRACT

### Recommendation:

That the City Council award the Janitorial Services Contract to Northern Paramount Janitorial of Redding for the monthly amount of \$1,300.00.

City staff solicited bids from 13 janitorial companies in the area and advertised the bid proposal in the local newspaper.

The three bids received were opened on 11/26/14. The following results are for the three lowest bids:

	<u>Monthly</u>	<u>Yearly</u>
Northern Paramount Janitorial	\$1,300	\$15,600
Diane's Janitorial	\$1,500	\$18,000
Peerless Building Maintenance	\$1,555	\$18,660

Councilmember Schmid requested and received additional information from staff.

M/S/C Councilmembers Schmid and Jackson to award the Janitorial Services Contract to Northern Paramount Janitorial of Redding for the monthly amount of \$1,300.00.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

### **3. PEST CONTROL SERVICES**

#### **Recommendation:**

That the City Council award the pest control services contract to Shelby's Pest Control of Chico for the monthly amount of \$300.00.

City staff solicited bids from 3 pest control companies in the area and advertised the bid proposal in the local newspaper.

The two bids received were opened on November 26, 2014. The following results are for the bids received:

	<u>Monthly</u>	<u>Annually</u>
Shelby's Pest Control	\$300.00	\$3600.00
Big Time Pest Control	\$400.00	\$4800.00

Councilmembers Schmid and Jackson requested and received additional information from staff.

M/S/C Councilmembers Jackson and Schmid to award the pest control services contract to Shelby's Pest Control of Chico for the the monthly amount of \$300.00.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **CURRENT BUSINESS:**

### **1. PUBLIC HEARING AND RESOLUTION NO. 1-2015 REGARDING FISCAL YEAR 2015 ASSESSMENT FOR DOWNTOWN RED BLUFF PARKING AND BUSINESS IMPROVEMENT AREA**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council open the public hearing, receive any testimony and determine whether or not written protests constitute 50% or more of the assessments. Depending on the outcome of the public hearing the City Council may choose to adopt Resolution No. 1-2015.

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.

Mayor Parker opened the Public Hearing at 7:11 p.m.

Linda Bullock, executive administrator for the Downtown Red Bluff Business Association (DRBBA) provided additional information to council about the activities of the DRBBA and the different assessments.

Scot Camp asked questions regarding the DRBBA.

The Public Hearing was closed at 7:16 p.m.

M/S/C: Councilmembers Jackson and Knox to adopt Resolution No. 1-2015, a resolution confirming the annual report for the Downtown Parking and Business Improvement Area.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **2. RESOLUTION NO. 2-2015; A RESOLUTION AUTHORIZING EXAMINATION OF TRANSACTIONS AND USE TAX RECORDS, AND AGREEMENT WITH HINDERLITER, DE LLAMAS, AND ASSOCIATES (HdL)**

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 2-2015 authorizing HdL to examine transactions and use tax records, and authorize the City Manager to sign the agreement for transactions tax audits and information services with HdL.

HdL will charge the City an additional \$50.00 per month for adding the new quarter cent sales tax in their quarterly updates to the City. Additionally, HdL will charge 25% of audit recovery amounts for the new quarter cent sales tax.

Per HdL, their company will start examining and correcting transaction tax allocations immediately, as the rate of compliance is usually low for the first quarter of collections. Based on the number of special tax districts,

and the lack of capacity for the State Board of Equalization to allocate staff to audit and review tax transactions, very few non-compliance tax transactions are corrected. HdL is committed to getting all tax transactions into compliance as soon as possible, so that they can accurately provide sales tax estimates and updates.

M/S/C Councilmembers Knox and Jackson to adopt Resolution No. 2-2015 authorizing HdL to examine transactions and use tax records, and authorize the City Manager to sign the agreement for transactions tax audits and information services with HdL.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

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

Sandy Ryan, Finance Director, provided an information update on the City's Property Tax Revenues.

As part of the City's consultant agreement, HDL Companies monitor and project property tax revenue and motor vehicle fees and provide the City with preliminary and final property tax and vehicle license fee reports.

The taxable property values 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.

The main reasons for the 2014/15 increase are: 1) purchases/improvements at 755 Walnut, 455 S. Main, and 2370 Main St., which 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 at 1505 and 1515 Schwab St.

The median sale price for 2014 increased 26.76% from the prior year.

HdL is estimating a 1.1% increase in property tax revenue for 2014/15.

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#### **4. ANNUAL REPORT - DEVELOPMENT IMPACT FEES FOR THE CITY OF RED BLUFF FOR FISCAL YEAR ENDING JUNE 30, 2014**

Sandy Ryan, Finance Director, provided an update on the annual Development Impact Fees Report for Fiscal Year Ending June 30, 2014.

In accordance with Section 66006 of the Government Code, the City is required to prepare an annual report related to development impact fees. This report must contain the following information:

1. a brief description of the type of fees,
2. the beginning and ending amount of each fee account,
3. the amount of the fees collected and interest earned,
4. an identification of each public improvement on which the fees were expended and the amount of the expenditures on each improvement,
5. the amount of the fees,

6. an identification of approximate dates by which the construction of the public improvements will commence,
7. a description of each interfund transfer or loan made from the account.

M/S/C Councilmembers Jackson and Patel to accept the report on Development Impact Fees for the City of Red Bluff for fiscal year ending June 30, 2014.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **5. SUPPLEMENTAL APPROPRIATION TO INCREASE COMMUNITY CENTER SPECIAL SUPPLIES AND SERVICES BY \$23,587**

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that City Council consider a Supplemental Appropriation of \$23,587.00 to expense account No. 63-63-330-100 to assist Tehama County with their purchase of a 30 tone HVAC Unit in July of 2014.

Tehama County purchased and installed a new air conditioner for the Community Center in July of 2014 for \$47,174.00. Tehama County has asked the City to share in that cost by reimbursing the County for 50% (\$23,587.00) of the purchase/installation cost.

Tehama County is also considering purchasing a new air conditioner for the Senior Center for approximately \$12,945.00 (including installation). The County is willing to pay for the full purchase/install of this unit, if the City is willing to share the cost of the larger air conditioning unit.

No motion received on this item.

Richard Crabtree, City Manager was asked to refer this to the ad hoc committee for further discussion.

### **STAFF ITEMS:**

Rick Crabtree reported that Wal-Mart had paid the impact and building fees for their project.

Fire Chief Barber reported that the ladder truck would be out of commission for a week.

Scot Timboe, Community Development Director, reported on the proposed pot belly pig ordinance as well as the yard sale ordinance

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

Councilmember Schmid inquired as to when the light at Walnut and Jackson would be repaired and functioning as a normal stop light instead of a stop sign; what was happening with the multiple 911 calls being received from a residence on El Cerrito Drive and what was happening with the clean-up of the Snack Box location and building next to it.

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

3 CORE - *No Meeting*

Tehama County Transportation Commission – *No Meeting*

Downtown Red Bluff Business Association – *meeting later in the month*

Community Action Agency – *meeting later in the month*

Tehama Economic Development Corporation - *No Meeting*

Tehama County Sanitary Landfill JPA 1 - *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 - *No Meeting*  
Chamber of Commerce - *meeting later in the month*

**ADJOURNMENT:**

There being no further business Mayor Parker adjourned the meeting at 8:10 p.m. until the meeting of January 20, 2015.

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Clay Parker, Mayor

ATTEST:

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Jo Anna Lopez, City Clerk