



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, March 15, 2016
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
Gary Jones, Mayor Pro Tem
Daniele Jackson
Rob Schmid
Suren Patel

Councilmembers Absent: None

City Council Minutes

March 15, 2016

Page 1 of 20

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Staff Present:

Rick Crabtree, City Manager/City Attorney
Sandy Ryan, Finance Director
Ray Barber, Fire Chief
Matt Hansen, Police Lieutenant
Bruce Henz, Public Works Director
Donna Gordy, City Treasurer
Jo Anna Lopez, City Clerk

PLEDGE OF ALLEGIANCE:

Mayor Parker led the assembly in the Pledge of Allegiance.

CITIZEN'S COMMENT:

Pastor Scott Camp provided a prayer for those in attendance and reported that Faith Works in Tehama County is seeking donations to help them assist people with their PG&E bills, lodging, transportation and other necessary assistance.

Mayor Parker stated that he would like Red Bluff to help out with homeless and asked that this be put on a future agenda.

Robert Martin, Red Bluff Parks and Recreation Advisory Commissioner, reported that they are working on obtaining funds for a dog park that they would like to name in memory of Sheri Wintle.

Mayor Parker stated that this would have to be put on a future agenda before the City Council could take any action on the project.

CONSENT AGENDA:

At the request of City Council items 1, 2 and 4 were pulled for clarification.

1. APPROVAL OF MINUTES

[March 1, 2016](#)

M/S/C Councilmembers Parker and Patel to approve the March 1, 2016 minutes with corrections to page 2, paragraph 1 (change proved to provided) and on page 9, paragraph 6 add investigations following theft.

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

NOES: None

ABSENT OR NOT VOTING: None

2. **REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS FEBRUARY 2016**

Recommendation:

That the City Council accepts the open market purchases and contract awards for February of 2016.

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 February of 2016 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 Schmid and Jackson to accept the open market purchases and contract awards for February of 2016.

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

NOES: None

ABSENT OR NOT VOTING: None

3. APPROVAL OF WARRANT LIST

Recommendation:

That the City Council approve Check Warrant No. 83521 through 83714 dated February 1, 2016 through February 29, 2016.

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

M/S/C Councilmembers Jackson and Jones to approve Check Warrant No. 83521 through 83714 dated February 1, 2016 through February 29, 2016.

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

NOES: None

ABSENT OR NOT VOTING: None

4. **TREASURER'S REPORT - SEVENTH MONTH OF FISCAL YEAR 2016 (JANUARY 2016)**

Recommendation:

That the City Council accepts the Treasurer's Report for the seventh month of Fiscal Year 2016.

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).

Councilmember Jackson pulled this item to say thank you to Donna Gordy, City Treasurer, for keeping the reports up to date.

M/S/C Councilmembers Jackson and Jones to accept the Treasurer's Report for the seventh month of Fiscal Year 2016.

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

NOES: None

ABSENT OR NOT VOTING: None

City Council Minutes

March 15, 2016

Page 7 of 20

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CURRENT BUSINESS:

1. AWARD THE CONTRACT FOR THE DISPATCH RADIO CONSOLE UPGRADE PROJECT

Matt Hansen, Police Lieutenant, reviewed the staff report and provided staff's recommendation that the City Council award the Dispatch Radio Console Upgrade Project to Day Wireless in the amount of \$86,323.18.

The State of California works with public safety agencies to provide funding for 911 emergency telephone services. When a PSAP (Dispatch Center) is ready to upgrade their 911 equipment (technically known as Customer Premise Equipment or CPE), it submits an advance notification for CPE funding form to the California 911 Branch. The Red Bluff Police Department sent their notification letter in June 2014 for the intent to upgrade in the 2015-2016 fiscal year. The CA 911 Branch then evaluated our Dispatch Center's 911 call volume

and pre-authorized the Red Bluff Police Department to receive a fixed allotment in the amount of \$330,000.00. This funding will expire June 30, 2016 if the CPE approval process has not been initiated or in an extension is not granted.

In the planning stages for the Dispatch Upgrade, research began on the available 911 CPE systems, their functionality, the vendor's ability to provide different services and pricing of the systems themselves. It was during this research that it was learned the current radio consoles in dispatch are at 'end of life' and obsolete. This means that any CPE chosen to replace the dispatch center's current CPE cannot be integrated and will not be compatible with the radio consoles it has in place right now. This means we cannot upgrade or replace our current CPE until the current radio consoles are replaced.

Unfortunately, the funding provided by the California 911 Communications Branch cannot be utilized for acquisition or installation of the necessary radio systems. The \$330,000.00 may only be used for

software, hardware, dispatch furniture and other similar items relating only to the phone call side of dispatching and not the radio component of dispatching.

After extensive research was conducted, a sealed bid process was initiated. Two vendors responded and both bids were acceptable. Day Wireless (from Chico, CA) bid \$86,323.18 while Valley Industrial Communication (from Redding, CA) bid \$99,000.00.

The bids included all costs associated with this project (all equipment and installation costs).

Sealed bids for the dispatch radio console project were opened on February 19, 2016. There were two bids received; one from Day Wireless and the other from Valley Industrial Communications. The bids included all costs associated with the project (equipment and installation). Day Wireless submitted the low bid for this project. See below:

- Day Wireless - \$86,323.18
- Valley Industrial Communication - \$99,000.00

M/S/C Councilmembers Jones and Jackson to award the Dispatch Radio Console Upgrade Project to Day Wireless in the amount of \$86,323.18.

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

NOES: None

ABSENT OR NOT VOTING: None

2. REQUEST FOR AUTHORIZATION TO APPLY FOR THE 2015 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT (SAFER) BY FEMA

Ray Barber, Fire Chief, reviewed the staff report and provided staff's recommendation that the City Council authorize the Fire Chief to submit an application for the 2015 SAFER Grant. If awarded, staff will bring the matter back to the City Council once more for final approval prior to accepting the grant.

City Council Minutes

March 15, 2016

Page 11 of 20

The City of Red Bluff is an equal opportunity provider

The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments to help them increase or maintain the number of trained "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720).

Currently the Fire Department does not meet the goals set forth by NFPA for adequate staffing of apparatus. We have hired two new firefighters over the past year but still fall short of meeting the NFPA Standard.

The FEMA SAFER Grant that we are applying for, and hope to get, will pay for 6 additional firefighter positions. If accepted, it would pay for the total salary and benefit costs for each of the funded positions to include payroll, taxes, and all anticipated costs over the next two years. We plan to request grant funding for 6 full-time positions to provide 2 additional firefighters to each shift working the rotating schedule. The start date would depend on the award date of the grant.

There would be cost for pre-employment items such as physicals, background checks, and any personal protective equipment issued. We would normally try to fill these positions from our Reserve Firefighters first in which personal protective equipment has already been issued.

FLSA overtime that is regularly scheduled would be covered by the grant but any other overtime would not.

At the end of the 2 year period of performance the City would be under no obligation to keep these 6 firefighters.

M/S/C Councilmembers Jones and Jackson to authorize the Fire Chief to submit an application for the 2015 SAFER Grant. If awarded, staff will bring the matter back to the City Council once more for final approval prior to accepting the grant.

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

NOES: None

ABSENT OR NOT VOTING: None

3. NEW FIREFIGHTERS UNION MOU

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

1. Approve adoption of the proposed MOU to cover the time period from the present through June 30, 2017.
2. Approve supplemental appropriations for account number 11-31-100-100 in the amount of \$4,095.00 and account number 11-31-160-100 in the amount of \$625.00.

The City has reached a tentative agreement with Firefighters' Union to cover the period through June 30, 2017. The proposed Agreement calls for a modest across the board salary increase of 1.5% effective the first full pay period following ratification by the City Council and an additional 1.5% effective the first full pay period after July 1, 2016.

In addition, the proposed MOU calls for the City to prospectively absorb the January 2016 increase in

PORAC medical benefits costs. Future increases are to be split 50/50 between the City and the employees. These provisions are similar to the previously approved Miscellaneous Unit MOU.

Salaries: increase for 15/16 Fiscal Year = \$4,095.00
and for 16/17 Fiscal Year = \$16,375.00

Health: increase for 15/16 Fiscal Year = \$625.00
and for 16/17 Fiscal Year = \$2,500.00

M/S/C Councilmembers Jones and Jackson to:

1. Approve adoption of the proposed MOU to cover the time period from the present through June 30, 2017.

and

2. Approve supplemental appropriations for account number 11-31-100-100 in the amount of \$4,095.00 and account number 11-31-160-100 in the amount of \$625.00.

AYES: Councilmembers Jackson, Jones, Parker and Patel

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: None

4. EMPLOYMENT CONTRACT 2016-2020

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council approve a 2016-2020 employment contract with the City Manager/Attorney.

The existing 4 year employment contract with the City Manager/Attorney expires on March 31, 2016. It is proposed that the contract be renewed for a subsequent 4 year term, through March 31, 2020.

Attorney Jim Curtis (Landfill JPA Counsel) was asked to review and comment on the proposed contract on behalf of the City Council. Mr. Curtis suggested some revisions to Sections 3 and 5 of the Agreement related to a "for cause" termination. Mr. Curtis' suggested changes have been incorporated into the proposed Agreement and on February 25, 2016 Mr. Curtis approved the form of the proposed Agreement.

The Agreement provides that the employment of the City Manager/Attorney can be terminated by the City Council at any time, with or without cause. In the event of a without cause termination, the City Manager/Attorney is entitled to severance pay of 6 months' salary and benefits, or salary and benefits for the remaining term, whichever is less. No severance is due for a termination for cause.

The Agreement requires that the City Manager/Attorney provide 90 days advance written notice in the event of resignation during the term of the Agreement.

The proposed Agreement makes no change to the current annual salary (\$176,001.00) of the City Manager/Attorney, but does include a 1.5% salary increase previously approved for all department heads, to be effective the first full pay period following July 1, 2016.

M/S/C Councilmembers Jones and Jackson to approve a 2016-2020 employment contract with the City Manager/Attorney.

AYES: Councilmembers Jackson, Jones, Parker and Patel

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: None

STAFF ITEMS:

None

COMMITTEE REPORTS/COUNCIL COMMENTS:

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

Local Agency Formation Commission (LAFCO)

- no meeting

3 Core *- no meeting*

Tehama County Transportation Commission *- no meeting*

Downtown Red Bluff Business Association -
meeting on March 16, 2016

Community Action Agency - *meeting on March
17, 2016*

Tehama Economic Development Corporation -
no meeting

Executive Committee - Tehama County Solid Waste
Management Agency - *no meeting*

Tehama County Solid Waste Management Agency
(JPA II) - *met prior to this meeting and discussed the
completion of the Landfill Office; approved an
employment agreement with Rachel Ross;
CalRecycle Household Hazardous Waste Grant
Resolution and the coverage plan for a leave of
absent.*

Chamber of Commerce - *meeting March 22, 2016 at
7:45 a.m.*

ADJOURNMENT:

There being no further business Mayor Parker adjourned the meeting at 7:35 p.m. until the meeting of April 5, 2016.

s/ Clay Parker, Mayor

Attest:

s/ Jo Anna Lopez, City Clerk