



CITY OF RED BLUFF

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City Council Minutes

Tuesday May 1, 2018
6:00 p.m. Regular Meeting
Council Chambers, City Hall

Councilmembers Present:

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

Councilmembers Absent:

None

Staff Present:

Rick Crabtree, City Manager
Robin Kampmann, Public Works Director
Sandy Ryan, Finance Director
Kyle Sanders, Police Chief
Cassidy DeRego, City Clerk
Donna Gordy, City Treasurer
Marie Jensen, Public Works Admin Tech
Anita Rice, Deputy City Clerk

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Pastor Scott Camp provided a prayer for those in attendance.

Mr. Camp informed the City Council and those in attendance that Thursday May 3, 2018 is National Prayer Day, there will be an event at the Community Center on Thursday, May 3, 2018 from 6:45 a.m. to 8:00 a.m.

Madi Gates, stated that she was concerned about the updated Zoning Ordinance Amendment that was passed at the April 17, 2018 at the Red Bluff City Council Meeting. She is concerned about the second dwellings on properties. She would like to see a specific area of land within the City of Red Bluff that is set aside for low-income housing that can be visually appealing and a nice community.

PROCLAMATION:

Kyle Sanders, Police Chief read and presented the Tehama County Peace Officers' proclamation.

Wednesday, May 16, 2018 will be observed as Tehama County Peace Officers' Memorial Day. This will be in conjunction with National Police Week and California Peace Officers' Memorial Day.

CONSENT CALENDAR:

M/S Council members Jones and Parker to approve item one on the consent agenda.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

1. Approval of April 17, 2018 Minutes

Recommended Action:

Approve the City Council Minutes as written.

5-0-0

CURRENT BUSINESS:

1. Resolution 11-2018; Notice of Intent (NOI) to Vacate a Portion of Madison Street

Rick Crabtree, City Manager, provided the staff recommendation that the City Council approve the proposed Resolution No. 11-2018; a resolution of the City Council of the City of Red Bluff adopting a NOI to vacate a portion of a public street and setting a public hearing thereon.

On March 6, 2018, the City Council approved the sale of a portion of Madison Street to the County of Tehama.

The purchase agreement requires the County, at its sole expense, to construct a relocation of the subject segment of Madison Street to an area west of the proposed jail expansion, but east of the existing railroad right of way. After the alternate route for Madison has been fully constructed and made available for public use, there will be diminished impacts to the public resulting from the proposed street vacation.

The Planning Commission met on March 27, 2018 and found the proposed street vacation to be consistent with the City of Red Bluff General Plan.

The Streets and Highways Code requires that the City Council set and conduct a public hearing regarding the proposed street vacation. Proposed Resolution No. 11-2018 would set the Public Hearing to occur on June 5, 2018 at 6 PM in the Red Bluff City Council Chambers, located at 555 Washington Street, Red Bluff, CA 96080.

The Proposed Agreement requires payment to the City in the amount of \$305,000. However, those funds cannot be spent or otherwise committed by the City until after the County secures funding for the Jail Expansion Project. In the event the County does not receive its funding or otherwise commit to the Project within 5 years, the Madison Street portion will be returned to the City as a continuing street use. In that event, the City would also refund the \$305,000 previously paid to the City.

Councilmember Schmid confirmed that this is a resolution to set a public hearing only.

Rick Crabtree, City Manager, confirmed that this is allowing a public hearing to be set, no other actions are being taken at this time.

M/S Council members Parker and Jones to approve the proposed Resolution No. 11-2018; a resolution of the City Council of the City of Red Bluff adopting a NOI to vacate a portion of a public street and setting a public hearing thereon.

AYES: Council members Jenkins, Jones, Parker and Schmid

NOES: Eyestone

ABSENT OR NOT VOTING: None

2. Annual Police Department Report

The City Council accepts the Police Department's 2017 Annual Report and the brief presentation regarding such. The purpose of the annual report is to provide department members, City leaders, and our community with a one-year synopsis of the Police Department. It also creates a historical document that can be referred to as desired.

The annual report serves as a one-year review of some of the Police Department's annual activities over a calendar year. The report provides information and data that will provide knowledge to staff, City leaders and the community at large. The report can be utilized as a tool for historical comparison as well as documentation of key changes or events. The annual report is made available to the public at the front counter of the Police Department as well as on the Police Department's website (www.rbpd.org).

Kyle Sanders, Police Chief, provided the City Council with a power point presentation of the Police Departments 2017 Annual Report.

Mayor Eyestone stated that she liked the new printed report this year.

Scott Camp asked if the Annual Police Department Report was available to the public.

Rick Crabtree, City Manager, stated that it is available online for the public to view.

3. Water Quality Monitoring Plan (WQMP) and Overflow Emergency Response Plan (OERP) Acceptance

Robin Kampmann, Public Works Director, provided the staff's recommendation that the City Council adopt the WQMP and OERP; the State Water Resource Control Board (SWRCB) Order No. 2006-2003 requires the City of Red Bluff to approve a WQMP and an OERP as it is referenced in the Sanitary Sewer Management Plan (SSMP).

The State Water Resource Control Board adopted Order No. 2006-2003 regarding statewide general waste discharge requirements for sanitary sewer systems. Order No. 2006-2003 requires the City of Red Bluff develop, update and implement a SSMP and present revisions and updates to City Council for acceptance. The WQMP and OERP are an integral part of the SSMP.

M/S Council members Parker and Jenkins to adopt the WQMP and OERP; the State Water Resource Control Board (SWRCB) Order No. 2006-2003 requires the City of Red Bluff to approve a WQMP and an OERP as it is referenced in the Sanitary Sewer Management Plan (SSMP).

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

NOES: None

ABSENT OR NOT VOTING: None

4. Sanitary Sewer Management Plan (SSMP) Acceptance

Robin Kampmann, Public Works Director, provided the staff recommendation that the City Council adopt the attached Resolution No. 7-2018 approving the revised SSMP as required by the State Water Resources Control Board (SWRCB). State Order No. 2006-2003 requires the City of Red Bluff to audit, update and certify the SSMP every 2 to 5 years, or when significant updates are made.

The SWRCB adopted Order No. 2006-2003 regarding statewide general waste discharge requirements for sanitary sewer systems. Order No. 2006-2003 requires that the City of Red Bluff develop, update and implement a SSMP and present revisions and updates to City Council for acceptance.

The required elements of the SSMP include:

- 1) Collection system management goals;
- 2) Organization of personnel, including chain of command and communications;
- 3) Overflow emergency response plan;
- 4) Fats, oil, and grease (FOG) control program;
- 5) Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation, and testing standards, and inspection requirements or new and rehabilitated sewers;
- 6) Measures and activities to maintain the wastewater collection system;

- 7) Design and construction standards;
- 8) Capacity management;
- 9) Monitoring plan for SSMP effectiveness;
- 10) Periodic SSMP audits, updates, and improvements;
- 11) Communication program.

Development of this plan was a cooperative effort between Engineering, consultant Paul Causey, the Public Works Director, and the Sewer Collections Department staff and meets all the requirements of the State Water Resource Control Board.

M/S Councilmembers Jenkins and Jones to adopt the attached Resolution No. 7-2018 approving the revised SSMP as required by the State Water Resources Control Board (SWRCB). State Order No. 2006-2003 requires the City of Red Bluff to audit, update, and certify the SSMP every 2 to 5 years, or when significant updates are made.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

5. Authorize Professional Service for Grant Writing and Housing Program Consulting

Sandy Ryan, Finance Director, gave the staff's recommendation that the City Council authorize staff to solicit bids for grant writing and housing program consulting services.

If approved by City Council, the RFP will be published May 11, 2018. Also, the RFP will be sent to contacts on our list of companies requesting to be notified of RFP's. The bids will be opened June 5, 2018, at 3 p.m. The Loan Committee will assess the bids, and determine if a recommendation for bid award can be brought to the Council on June 19, 2018.

Rick Crabtree, City Manager, asked when the City of Red Bluff can apply for the CDBG again.

Sandy Ryan, Finance Director, stated that they can apply every April, she stated that the City of Red Bluff has to have at least 50% of the funds spent from the previous year and the project that is utilizing those funds needs to be 90% complete before they can apply each April. Usually approval is difficult to get if funding has been granted in the last three years.

Councilmember Schmid asked if getting these grants creates a large workload burden for the finance department.

Ms. Ryan confirmed the grants create a heavier workload for the Finance Department; she stated that without the outside consulting they would need to hire another person to help with the workload.

Councilmember Schmid asked if the City of Red Bluff is taking advantage of this program for reasons that are benefiting the City.

Ms. Ryan confirmed the funds are used for projects that benefit the City of Red Bluff, last year the funds were utilized for Dog Island Park.

Councilmember Schmid asked if these funds were a loan.

Ms. Ryan stated that these funds are a grant and do not have to be paid back.

M/S Council members Jones and Parker to authorize staff to solicit bids for grant writing and housing program consulting services.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

6. South Main Street Agreement with Tehama County

Robin Kampmann, Public Works Director gave staff's recommendation that the City Council authorize Mayor Daniele Eyestone to execute the Memorandum of Understanding (MOU) between the County of Tehama and the City of Red Bluff authorizing the County of Tehama to proceed with the 99W & Gyle Road to South Main Street & I-5 Overcrossing Project.

The County of Tehama received funding from the Federal Highway Administration (FHWA) for a High Priority Project that connected I-5 and Road 99W in Tehama County. In 2015 the Regional Transportation Plan, as adopted by the Tehama County Transportation Commission, to South Main Street & I- regional project. Furthermore, the County finds that utilizing the Project funds for the improvements of South Main Street within the incorporated area of the City of Red Bluff is vital to the public interest. The project will extend from the City limits south of Sister Mary Columba Drive to the I-5 Interchange north of Sutter Street. Entering into this MOU will authorize Tehama County to proceed with the project.

Tehama County agrees to provide preliminary engineering, environmental clearance, construction engineering, construction services, and contract with the successful bidder to perform all work and pay all costs, without the right of reimbursement from the City. The City agrees to grant Tehama County, at no cost, any temporary right of way, or element that is necessary for the improvement project, issue any encroachment, excavation or construction permits necessary and execute any additional documents necessary to complete the project.

Councilmember Schmid asked if the Caltrans project would be utilizing SBI funds.

Ms. Kampmann stated that she would confirm, but as far as she knows, no funding would be needed from the City of Red Bluff.

M/S Council members Jones and Parker to authorize Mayor Daniele Eyestone to execute the Memorandum of Understanding (MOU) between the County of Tehama and the City of Red Bluff authorizing the County of Tehama to proceed with the 99W & Gyle Road to South Main Street & I-5 Overcrossing Project.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

7. Caltrans / City of Red Bluff Agreement; Reclaimed Water Usage

Robin Kampmann, Public Works Director, provided staff's recommendation that the City Council authorizes Mayor Eyestone to sign the Caltrans Agreement regarding Caltrans's use of reclaimed water for landscape irrigation supplied by the City of Red Bluff.

In summary, the terms of the agreement are as follows:

The City will:

- Provide recycled water for use as landscape irrigation to the State at no cost,
- Grant an easement within City right-of-way for the purpose of maintenance and repairs of the irrigation supply line between the pumping facility and the State right-of-way,
- Invoice the State for the actual cost of parts and labor incurred for maintenance and repairs of the dedicated pump on an “as needed” basis, or Maintain pumping facility in working condition, and
- Invoice the State for actual cost of the mandated water testing in accordance with Water Recycling Requirements Order No. 5-01-262.

The State will:

- Maintain, at the States expense, the irrigation supply line between the pumping plans and the State right-of-way,
- Pay the City for the actual cost of parts and labor incurred for maintenance and repairs of the dedicated pump non an “as needed” basis,
- Pay the City for actual costs of the mandated water testing in accordance with Water Recycling Requirements Order No. 5-01-262.

M/S Council members Jones and Jenkins to authorize Mayor Eyestone to sign the Caltrans Agreement regarding Caltrans's use of reclaimed water for landscape irrigation supplied by the City of Red Bluff.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

G. STAFF ITEMS:

Robin Kampmann, Public Works Director, stated that they completed a pre-bid walk through for the project at South Jackson Street, from Luther Road to Vista School.

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 stated that he was unable to attend their last meeting. They held a public hearing for unmet transit needs in the community.
- **Downtown Red Bluff Business Association** - Mayor Eyestone reported that the proposed redo of the parking was rejected and they are preparing a support letter of the Caltrans Main Street restriping project.
- **Community Action Agency** - Mayor Pro Tem Jones reported that they are working on the housing initiative and they are also looking at taking back control of the Section Eight housing.
- **Executive Committee - Tehama County Solid Waste Management Agency** - Councilmember Jenkins reported there is no meeting scheduled.

- **Tehama County Solid Waste Management Agency (JPA II)**
- Councilmember Jenkins reported there is no meeting scheduled.
- **Chamber of Commerce** - Mayor Eyestone reported that the next meeting will be held on Tuesday, May 29, 2018.
- **Ground Water Commission** - Councilmember Parker reported that they are looking into moving the boundary to Tehama County for the Vina Sub-basin; they will have to have the request to the state by June, 30, 2018.
- **Tehama County Continuum of Care Executive Council** - Councilmember Jenkins reported that they will be transitioning to the HMIS computer system in June 2018 or July 2018. They are working on a ten year homelessness plan and a Transitional Housing Committee was formed.

Councilmember Schmid discussed the intersection at South Main Street and Luther Road. He stated that it is need of major repairs and wanted to know if anything can be done with to improve it in the 2018/2019 Fiscal Year.

Robin Kampmann, Public Works Director, stated that a full repair of that intersection is a huge project, but they will look into making some smaller repairs to the area's that are the worst. Additionally, they can utilize some of the base material created by the next road project.

ADJOURNMENT:

There being no further business Mayor Eyestone adjourned the meeting at 7:09 p.m. until the next meeting on May 15, 2018 at 6:00 p.m. in the Red Bluff City Council Chambers.

s/Daniele Eyestone, Mayor

ATTEST:

s/Cassidy DeRego, City Clerk