



# CITY OF RED BLUFF

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## RED BLUFF CITY COUNCIL REGULAR MEETING MINUTES

**Date of Meeting:** Tuesday May 21, 2013  
**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:**

Daniele Jackson, Mayor Pro Tem  
Rob Schmid, Councilmember  
Clay Parker, Councilmember  
Robert Sheppard, Councilmember

### **Councilmember's Absent:**

Wayne Brown, Mayor (excused)

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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, Planning Director

Bruce Henz, Public Works Director

Donna Gordy, City Treasurer

Jon Bennett, Fire Chief

## **PLEDGE OF ALLEGIANCE:**

Mayor Pro Tem Jackson asked Rick Crabtree to lead the Pledge of Allegiance and the assembly joined in.

## **CITIZEN'S COMMENT:**

Sanford Graham, who lives on Gilmore Road, stated that he has a problem with a house next door which has junk out in the front yard. He has asked for it to be cleaned up.

The City Council asked Mr. Crabtree to look into the problem and call Mr. Graham to help him get this issue taken care of.

Eamonn Foster spoke regarding the problem with graffiti on walls and signs and stated that he would like to set a cleanup date to help the City get this problem under control.

Mr. Foster was told to call the Police Department and they would help set up a cleanup date.

### **CONSENT AGENDA:**

Item number 1 was pulled by Councilmember Schmid for clarification.

M/S/C Councilmembers Parker and Sheppard to approve the remainder of the Consent Agenda.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

# **1. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS – APRIL 2013**

## **Recommendation:**

That the City Council receives the open market purchases and contract awards for April of 2013.

Councilmember Schmid requested and received clarification on items contained in the report.

M/S/C Councilmembers Schmid and Sheppard to approve the Open Market Purchases and Contract Awards for April 2013.

AYES: Councilmember Parker, Sheppard, Schmid and Jackson

NOES; NONE

ABSENT OR NOT VOTING; Mayor Brown (absent-excused)

## **2. TREASURER'S REPORT – TENTH MONTH OF FISCAL YEAR 2013**

### **Recommendation:**

That the City Council accepts the Treasurer's report for the tenth month of FY 2013.

*Approved 4/0/1*

## **3. ANNUAL STATEMENT OF INVESTMENT POLICY**

### **Recommendation:**

That the City Council approve the City Treasurer's Investment Policy Statement.

*Approved 4/0/1*

## **CURRENT BUSINESS:**

### **1. POLICE DEPARTMENT OVERTIME SUPPLEMENTAL APPROPRIATION REQUEST**

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

1. Staff recommends that the City Council approve a supplemental appropriation to the Police Department overtime budget account (11-33-120-100) in the amount of \$21,416.00 to cover costs associated with a significant homicide investigation that began in February and continued through much of March 2013.
2. Staff also recommends that the City Council approve a second supplemental appropriation to the Police Department overtime budget account (11-33-120-100) in the amount of \$3,362.00 to cover costs associated with the Officer involved shooting event in April 2013.

The Red Bluff Police Department responded to two recent events that due to their magnitude and complexity required a significant amount of staff resources to investigate. Those two events were the investigation of a homicide case that began at the end of February and an Officer Involved Shooting event that occurred on April 11, 2013.

Both events generated overtime that could not be anticipated nor planned for during the budgeting process. They are also both unusual occurrences for the Police Department.

M/S/C Councilmembers Sheppard and Parker to approve the supplemental appropriations to account number 11-33-120-100 in the amount of \$24,778.00.

AYES: Councilmembers Parker, Sheppard and Jackson

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

## **2. REQUEST FOR NEW GYM USE AUDITORIUM RATE AND INCREASED LARGE EVENT RENTAL RATES AT COMMUNITY CENTER**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council:

- 1) Approve a new fee of \$45/per hour for gym rental of the Auditorium at the Red Bluff Community Center effective June 1, 2013; and
- 2) Approve an increase in event rates and auditorium rates for groups over 250.

### **GYM RENTAL**

Our current Auditorium rental fees include set-up and putting away of tables and chairs. The Auditorium is typically left empty in between rentals. This could be an opportunity to rent the space with little or no staff time needed for preparation.

The Roller Derby Girls have expressed an interest in practicing in the Auditorium two nights a week.

Practices would be held during hours we currently have a night-time maintenance worker staffed. The potential generated revenue would be over \$8,000 per year.

## **LARGE GROUP RENTALS**

The current Outdoor & Indoor Events rates (includes 2 or more rooms) are less than the rate for 1 room rental. Staff recommends that the Events rates be adjusted as shown on the attached Schedule of Fees. The recommended changes will more accurately reflect the facilities rented and will recover a greater portion of the staff costs incurred.

Auditorium rental for groups of over 250 people requires a considerable increase in preparation and take down time. Chairs and tables must be brought in from other rooms and additional cleaning is frequently required. Staff is requesting an additional charge for groups over 250 to cover these costs.

M/S/C Councilmembers Schmid and Parker to approve the fees as recommended above by staff.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

**3. TERMINATION OF AGREEMENT BETWEEN THE COUNTY OF TEHAMA AND THE CITY OF RED BLUFF FOR THE PROVISION OF PROGRAM MANAGEMENT SERVICES FOR THE SENIOR NUTRITION PROGRAM**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council authorize the Mayor to sign the proposed amendment to the agreement between the County of Tehama and the City of Red Bluff for the provision of program management services for the Senior Nutrition Program.

The City has operated the Senior Nutrition Program under contract with the County since July 2000. The County has elected to bring the program in house. The proposed amendment would cancel the agreement on June 30, 2013 and limit the City's obligations thereafter to providing requested information.

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M/S/C Councilmembers Schmid and Parker to authorize the Mayor to sign the proposed amendment to the agreement.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

**4. AUTHORIZATION TO USE RIVER PARK AS OVERFLOW SPECTATOR AREA FOR THE COMMUNITY FIREWORKS SHOW AT THE ELKS LODGE ON JULY 4, 2013 FROM 6 P.M. TO 10:30 P.M.**

Scot Timboe, Planning Director, reviewed the staff report and provided staff's recommendation that the City Council:

1. Authorize the use of City River Park as an overflow spectator area for the community fireworks show put on at the Elks Lodge by the Tehama County Fireworks Committee.

2. Waive the \$132.00 Fire Marshal Pyrotechnical Review Fee.

The Tehama County Fireworks Committee has been working on the community fireworks show for about a year. They have met with staff several times and have formed a nonprofit for donations. Due to all of this hard work, the community will once again experience a fireworks show on the 4<sup>th</sup> of July.

The Committee has selected the Elk's Lodge as the launch site for the fireworks and the Fire Department has approved. The Committee has acknowledged that most spectators will not be able to experience the show at the Elks Lodge and instead will view the show at the River Park and surrounding areas. The Police Department will need to provide officers to assist with traffic and crowd control before, during and after the event. The cost estimate for Police overtime is \$2,643.19, with no applicant reimbursement.

The Fire Marshal must conduct a special inspection of the pyrotechnical materials at a normal fee of \$132.00. Due to limited funding, the applicants are requesting a onetime waiver of this fee.

Since the actual show will not be launched from the River Park, the applicants are not requesting the standard alcohol waiver at the park. Instead, the Police Chief is proposing to authorize an alcohol waiver at the park between the hours of 10 a.m. and 6 p.m. The show will actually start at 9:30 p.m. or shortly thereafter.

The Tehama County Fireworks Committee has agreed to organize an effort to clean up the River Park on July 5<sup>th</sup>.

M/S/C Councilmembers Schmid and Sheppard to authorize the use of City River Park as an overflow spectator area for the community fireworks show put on at the Elks Lodge by the Tehama County Fireworks Committee and waive the \$132.00 Fire Marshal Pyrotechnical Review Fee.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

## **5. RESOLUTION NO. 17-2013; A RESOLUTION AUTHORIZING WEEKLY STREET CLOSURE FOR THE WEDNESDAY “RED BLUFF FARMERS’ MARKET”**

Scot Timboe, Planning Director, reviewed the staff report and provided staff’s recommendation that the City Council adopt Resolution No. 17-2013 and authorize the street closure for the Wednesday evening Farmers’ Market beginning June 19, 2013 through September 11, 2013.

Each year the Chamber of Commerce requests this street closure to allow for the Farmers Markets to be held on Wednesday afternoon from 4:00 pm to 9:00 pm. The first Wednesday Farmers Market will be held on June 19, 2013 and each succeeding Wednesday through September 11, 2013. The Farmers Market has been very successful and is expanding. This year they are requesting to expand north to the middle of the parking lot on Washington St. The Chamber has contacted the effected businesses, and it is staff understanding that they support the Market expansion. This expansion will limit use in the City portion of the public parking lot. However, the private portion of the lot behind the Palomino Room will be accessible for parking

and vehicle circulation from Washington Street and the alley. (Please see the attached Special Event Request and Letter from the Chamber of Commerce).

M/S/C Councilmembers Sheppard and Schmid to adopt Resolution No. 17-2013 and authorize the street closure for the Wednesday evening Farmers' Market beginning June 19, 2013 through September 11, 2013.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

**6. RESOLUTION NO. 16-2013; PROHIBITING PARKING IN RIVER PARK PARKING AREA FOR THE RED BLUFF FARMERS MARKET ON SATURDAYS JUNE 1<sup>ST</sup> THROUGH SEPTEMBER 28, 2013**

Scot Timboe reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 16-2013 to authorize the prohibition of parking at River Park for the Saturday morning Farmers' Market beginning June 1, 2013 and continuing through September 28, 2013.

The Chamber of Commerce has submitted a Special Event Request to the City of Red Bluff for the Annual Saturday Farmers Markets at the River Park Parking Lot, and has requested the closures of the parking lot at River Park and the Chamber site every Saturday from 6:30 a.m. until 12:30 p.m. from June 1, 2013 through September 28, 2013 (Please See Special Event Request as Attachment A).

This season, the Chamber is also planning to cook food and provide music from local musicians to add a little more ambiance.

Adoption of Resolution No. 16-2013 will allow the closure of the requested City parking lot for the activities associated with the Annual Saturday Farmers Market.

M/S/C Councilmember Schmid and Sheppard to adopt Resolution No. 16-2013 allowing the closure of the City parking lot for activities associated with the Annual Saturday Farmers Market.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

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## **7. RED BLUFF AIRPORT – CONTRACT AWARD FOR ADA COMPLIANT RESTROOM RENOVATIONS**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorize the award of a construction contract to Richard Gumm Construction, in the amount of \$20,700.00 for the completion of the ADA compliant Restroom Renovations at the Red Bluff Airport terminal building.

The women's and men's restrooms facilities in the foyer of the Red Bluff City Airport terminal building have been in need of repair and are not currently up to ADA standards nor in compliance with the current "California Building Standards". The construction of the proposed improvements will help to address these issues.

M/S/C Councilmembers Sheppard and Parker to authorize the award of a construction contract to Richard Gumm Construction in the amount of \$20,700.00.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

## **8. HUMAN RESOURCES SUPPLEMENTAL BUDGET APPROPRIATION**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council authorize a supplemental budget appropriation of \$12,500.00 to account number 10-22-340-100.

During the past fiscal year the City has negotiated three (3) year contracts with the Fire, Police and Miscellaneous employee groups. To assist with the negotiations of these contracts City staff utilized the services of Rick Haeg of Nickolaus and Haeg. Consequently, the 2012/2013 budget for professional services was exceeded.

M/S/C Councilmembers Schmid and Parker to authorize the supplemental budget appropriation as requested.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

## **9. APPROVAL OF WARRANT LIST**

### **Recommendation:**

That City Council approve Check Warrant No. 75367 through 75582 dated April 1, 2013 through April 30, 2013.

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

Councilmember Schmid requested and received clarification from staff on several items on the Warrant List.

M/S/C Councilmembers Schmid and Sheppard to approve the April Warrant List as presented.

AYES: Councilmembers Parker, Sheppard, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

### **STAFF ITEMS:**

Rick Crabtree informed the City Council that unless requested and/or needed Vi Cobb, Human Resources Analyst II, will not be attending future meetings of the City Council.

Mr. Crabtree also provided an update on the cleanup of the slough area in Antelope, which he and Bill Goodwin, Tehama County CEO, had attended. They were shown some areas of concern by organizer Pat Johnston.

Mr. Crabtree informed City Council that we had some poor water quality results and that there would be an agenda item on the June 4 agenda to discuss future plans.

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

Local Agency Formation Commission (LAFCO): *meeting held, elections conducted*

3 Cores: *Meeting on May 29<sup>th</sup> in Chico*

Tehama County Transportation Commission: *No Meeting*

Downtown Red Bluff Business Association: *Meeting on Wednesday May 22<sup>nd</sup>*

Community Action Agency: *Did not attend*

Tehama Economic Development Corporation: *No Meeting*

Tehama County Sanitary Landfill JPA I: *Spoke about holding a full board meeting*

Executive Committee – Tehama County/City of Red Bluff Landfill Management Agency JPA II: *No Meeting*

Tehama County Sanitary Landfill JPA II: *extended the negotiation time*

## **ADJOURNMENT:**

There being no further business Mayor Pro Tem Jackson adjourned the meeting at 8:33 p.m. until the meeting of June 4, 2013.

*s/Wayne Brown, Mayor*

ATTEST:

*s/b Cheryl Smith, Deputy City Clerk*  
for Jo Anna Lopez, City Clerk