



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, November 1, 2016
Time of Meeting: 6:30 p.m. Closed Executive Session
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

Councilmembers Absent:

Suren Patel (absent)

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Staff Present:

Rick Crabtree, City Manager/City Attorney
Robin Kampmann, Interim Public Works Director
Donna Gordy, City Treasurer
Ray Barber, Fire Chief
Jo Anna Lopez, City Clerk
Kyle Sanders, Police Chief

CLOSED EXECUTIVE SESSION:

1. CONFERENCE WITH LEGAL COUNSEL --
ANTICIPATED LITIGATION
(one case) (GOV CODE § 54956.9(d)(2))

Mayor Parker reported that the City Council had provided direction to staff during the closed session.

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Pastor Scott Camp provided a prayer for those in attendance.

Kathy Nelson expressed her concerns with the vacant building located on Sutter Street and the lack of maintenance. She's concerned that the City hasn't addressed the issue as of yet. She also expressed her concerns with a sidewalk located on Jackson Street, where the tree has been removed, but the sidewalk not taken out, just patched at this time.

Mayor Parker stated that the City is addressing the building on Sutter Street, but it does take time to address correctly.

CONSENT AGENDA:

M/S/C Councilmembers Jackson and Jones to approve the Consent Agenda.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember
Patel (absent)

1. **TREASURER'S REPORT - THIRD MONTH OF
FISCAL YEAR 2017 (SEPTEMBER 2016)**

Recommendation:

That the City Council accepts the Treasurer's
report for the third month of Fiscal Year 2017.

Approved 4-0-1

2. **APPROVAL OF MINUTES**

a. **October 4, 2016**

b. **October 18, 2016**

Approved 4-0-1

CURRENT BUSINESS:

1. CALTRANS SR36W REALIGNMENT PRESENTATION

Clint Burkenpas and Kelly Zolotoff, CalTrans, provided an information update on the realignment of State Route 36W.

The purpose of the highway alignment is to bring it up to current standards and improve safety. By constructing on adjacent alignment it will minimize impacts to traffic during the construction and allows for the necessary vertical correction to take place. Portions of the existing highway can be used for a Class 1 bicycle facility once traffic is shifted to the new alignment. The full finding for the project has not been identified, but CalTrans wanted to keep the City Council updated on the progress. The next steps would be to finalize and sign the Project Study Report then to identify funding sources and program environmental phase.

Informational only.

2. ALLOCATION OF REVENUE FUNDS TO EXPENDITURE ACCOUNTS

Ray Barber, Fire Chief, reviewed the staff report and provided staff's recommendation that the City Council accepts the Fire Chief's recommendation to identify \$7,000.00 from account 11-00-460-200 Donations, and increase the budget (authorize a supplemental appropriation) in the following account:

11-31-320-100 Tools and Equipment from \$2,000.00 to \$9,000.00 increase of \$7,000.00 covers the nozzle that had to be replaced on Truck 1's ladder pipe and 1,500 feet of 2 ½" fire hose that was ordered to standardize our fire hose compliment and to provide for additional hose so wet and dirty hose does not have to be loaded onto the apparatus thus extending the life of the hose.

The Red Bluff Fire Department has identified \$7,000 of revenue funds that were donations. If allocated into the expenditure account listed this would increase the overall budget by \$7,000.

M/S/C Councilmembers Jones and Jackson to authorize a supplemental appropriation into account 11-31-320-100 Tools and Equipment from \$2,000.00 to \$9,000.00, an increase of \$7,000.00 which will cover the nozzle that had to be replaced on Truck 1's ladder pipe and 1,500 feet of 2 ½ " fire hose that was order to standardize our fire hose compliment and to provide for additional hose so west and dirty hose doesn't have to be loaded onto the apparatus thus extending the life of the hose.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

3. **SUPPLEMENTAL APPROPRIATION FOR AN ENERGY ALTERNATIVES ANALYSIS AND EVALUATION FOR SELECTED FACILITIES WITHIN THE CITY OF RED BLUFF**

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council authorizes a Supplemental Appropriation of \$19,905, from the General Fund Account No. 10-19-330-100, for the evaluation of the physical opportunities and financial benefits that may be realized through the use of Solar Photovoltaic Systems at many of the city operated facilities for FY 16/17.

Council awarded a contract to **ARC ALTERNATIVES**, in the amount of **\$19,905** for an evaluation of the physical opportunities and financial benefits that may be realized through the use of Solar Photovoltaic Systems at many of the City operated facilities on December 1, 2015. The supplemental appropriation was also awarded for FY 15/16, which was not used in that year.

The initial scoping discussions with ARC Alternatives contained several broadly defined tasks. The first set of tasks is the initial phase of the investigation that analyzed the feasibility of the various projects. If the initial feasibility investigations into any of the projects produced positive results, a second series of tasks would be undertaken to develop and implement the procurement procedures for the purchase and installation of the desired improvements. After this information has been developed a third set of tasks will be developed to define the detailed engineering and project management support during construction that is needed to implement the identified solar PV projects.

The **\$19,905.00** funding that is being requested within this report is for the initial **Feasibility Phase** of the required tasks.

The approach that is being proposed for the initial “Feasibility Phase” of the consultant’s evaluation contains the following tasks:

1. Data Review and Site Assessment

- Constraints and opportunities related to each site
 - Non-financial pros and cons for different types of installations
2. Conceptual System Design
- High-level conceptual system design
 - Model projected system output
 - Cost estimates
3. Regulatory Review
- Determine PG&E implementation feasibility
4. Financial Analysis
- Utility use and spend
 - Total cost for implementation and operation
 - Identify residual utility costs
 - Determine net benefit
 - Calculate net present value
5. Feasibility Report
- Location, size and financial impacts
 - Phasing opportunities

The budget request, identified within this report is for the **Initial Feasibility Phase** of the proposal. Further services would need to be authorized by an

additional City Council approval, once the Council has been supplied with the information that is needed to make an informed decision about whether and how to move forward with the different aspects of the project.

There was no bid process undertaken as a part of staff's selection of ARC Alternatives for the provision of these "Consulting Professional Services. ARC Alternatives was identified through a "Qualification Based Selection" procedure where recognized expertise and project approach are the primary emphasis of the selection process.

The selection is legally authorized within the Red Bluff City Code Section 2.65 (E), which is consistent with the Government Code 4526.

M/S/C Councilmembers Jackson and Jones to authorize a supplemental appropriation of \$19,905.00, from the General Fund Account No. 10-19-330-100, for the evaluation of the physical opportunities and financial benefits that may be realized through the use of Solar Photovoltaic Systems at many of the city operated facilities for Fiscal Year 16/17.

AYES: Councilmembers Jackson, Jones and Parker

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: Councilmember Patel (absent)

4. **2018-2022 AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP)**

Robin Kampmann, Interim Public Works Director/City Engineer, reviewed the staff report and provided staff's recommendation that the City Council authorizes:

1. A Supplemental Funding Appropriation into the Airport Impact Fee Account No. 57-55-340-100 in the amount of **\$7,000.00**.
2. The award of a contract to **Mead & Hunt, Inc.**, in the amount of **\$7,000.00**, for the preparation of the 2018-2022 Airport Capital Improvement Plan for the Red Bluff Municipal Airport.

The Airports District Office (ADO) performs an annual review of the Airport Capital Improvement Plans (ACIP's) that are prepared and submitted by the airport sponsors. The ACIP is used to identify and prioritize airport capital improvement needs and to plan for the distribution of Airport Improvement Program (AIP) funds. This year, the updated ACIP will be performed in partnership with the California Department of Transportation, Division of Aeronautic (Caltrans) and their biennial update of the State Capital Improvement Plan (CIP). Projects must be included in the ACIP in order to compete for federal funding and in the Caltrans CIP in order to compete for the state match to the federal funding. The current runway rehab project was funded by both the above mentioned funding sources.

The Consultant will prepare preliminary cost estimates; attend up to two (2) phone conferences with the Federal Aviation Administration (FAA) and/or the City to discuss the City's ACIP. The Consultant will draft standard form documents on behalf of the City for ACIP and submit the final document to both the FAA and Caltrans.

There was no bid process undertaken as a part of staff's selection of Mead and Hunt, Inc. for the provision of these Consulting Professional Services. Mead and Hunt, Inc. was identified through a "Qualification Based Selection" procedure where recognized expertise and project approach are the primary emphasis of the selection process.

The selection is legally authorized within the Red Bluff City Code Section 2.65 (E), which is consistent with the Government Code 4526.

M/S/C Councilmembers Jones and Schmid to authorize:

1. A Supplemental Funding Appropriation into the Airport Impact Fee Account No. 57-55-340-100 in the amount of **\$7,000.00**.
2. The award of a contract to **Mead & Hunt, Inc.**, in the amount of **\$7,000.00**, for the preparation of the 2018-2022 Airport Capital Improvement Plan for the Red Bluff Municipal Airport.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

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)
- meeting November 9th at 2 p.m.

3 Core - *meeting November 10th at 2 p.m.*

Tehama County Transportation Commission -
met and discussed railroad crossing and funding for bike lanes

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Downtown Red Bluff Business Association -
meeting November 16th

Community Action Agency - *met and discussed
Section 8*

Tehama Economic Development Corporation -
No meeting

Executive Committee - Tehama County Solid Waste
Management Agency - *meeting cancelled*

Tehama County Solid Waste Management Agency
(JPA II) - *meeting November 9th at 3:30 p.m.*

Chamber of Commerce - *met and discussed purging
members who hadn't paid their dues.*

Ground Water Commission - *meeting November 9th
at 10:30 a.m.*

ADJOURNMENT:

There being no further business Mayor Parker adjourned the meeting at 8:02 p.m. until the meeting of November 15, 2016.

s/ Clay Parker, Mayor

ATTEST:

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