



# CITY OF RED BLUFF

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## **CITY COUNCIL**

### **MINUTES**

**Date of Meeting:** Tuesday, November 17, 2015  
**Time of Meeting:** 6:15 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  
Daniele Jackson, Mayor Pro Tem  
Rob Schmid  
Gary Jones  
Suren Patel

### **Councilmembers Absent:**

None

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## **Staff Present:**

Rick Crabtree, City Manager/City Attorney

Cheryl Smith, Deputy City Clerk

Kyle Sanders, Police Chief

Ray Barber, Fire Chief

Donna Gordy, City Treasurer

Sandy Ryan, Finance Director

Bruce Henz, Public Works Director

Vi Cobb, Human Resources Analyst II

## **A. CLOSED EXECUTIVE SESSION**

- 1. CONFERENCE WITH LEGAL COUNSEL;  
GOVERNMENT CODE SECTION 54956.9  
PENDING LITIGATION; ONE CLAIM -  
JAMES, ROBERT, CLAIM NUMBER  
NCWA-553165**

- 2. CONFERENCE WITH LABOR NEGOTIATORS: Executive Session in accordance with Government Code Section 54957.6 for the purpose of instructing the City’s designated representatives Richard Crabtree, City Manager/City Attorney, Rick Haeg, Labor Negotiator and Vi Cobb, Human Resources Analyst II, and Sandy Ryan, Finance Director regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits with the Police Unit Employees.**

Mayor Parker reported that during the Closed Executive Session the City Council had provided direction to staff.

**PLEDGE OF ALLEGIANCE:**

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

## **CITIZEN'S COMMENT:**

Bill Goodwin, Chief Administrative Officer County of Tehama, provided a reminder that there would be a joint City/County meeting on Monday, November 23<sup>rd</sup> to further discuss the expansion project of jail.

Pastor Scott Camp provided a prayer for those in attendance.

Mr. Camp, as Chairman of the Board for the Chamber of Commerce, provided the City Council and those in attendance a copy of the Chamber directory, which was fully funded and paid for from the advertising contained in the directory.

Councilmember Patel stated that he notice some errors in the website and/or phone numbers contained in the directory.

## **CONSENT AGENDA:**

Councilmember Schmid requested that item 1 be removed from the consent agenda for clarification on some items.

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

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

NOES: None

ABSENT OR NOT VOTING: None

### **1. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS - OCTOBER 2015**

#### **Recommendation:**

That the City Council accepts the open market purchases and contract awards for October of 2015.

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 October of 2015 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 open market purchases and contract awards listing.

M/S/C Councilmembers Schmid and Jackson to accept the open market purchases and contracts awards for October 2015.

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

NOES: None

ABSENT OR NOT VOTING: None

## **2. APPROVAL OF WARRANT LIST**

### **Recommendation:**

That the City Council approve Check Warrant  
No. 82563 through 82858 dated October 1,  
2015 through October 31, 2015.

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

*Approved 5-0-0*

### **3. APPROVAL OF MINUTES**

- a. October 26, 2015**
- b. November 3, 2015**

*Approved 5-0-0*

### **CURRENT BUSINESS:**

- 1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RED BLUFF WAIVING NOTIFICATION REQUIREMENTS OF GOVERNMENT CODE SECTION 25351 REGARDING PROPOSED TEHAMA COUNTY PROPERTY LEASE AND FINDING THE LEASE CONSISTENT WITH THE CITY GENERAL PLAN**

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 23-2015, waiving the notification requirements of Government Code Section 25351 and finding the proposed property

lease and project to be consistent with the City of Red Bluff General Plan.

The County of Tehama proposes to lease property within the City of Red Bluff known as 768 Antelope Blvd. The property is zoned C-3 Commercial (APN 39-311-12). The C-3 General Commercial property currently is used as a motel named The Sportsman Lodge.

The County is requesting a General Plan consistency analysis/finding for the property lease/project and that the City waive the 60 day notice normally required by State Law. The County intends to use the property for supportive, temporary and supervised lodging for probationers, mental health services recipients, and others, consistent with the County's programs.

Bill Goodwin, County of Tehama CAO, reported that the Board of Supervisors had approved moving forward on the lease of the Sportsman Lodge for use as transitional housing for the AB 109 program.

Richard Muench, Chief Probation Officer, reported that the AB 109 program is focused on drug offenders and those who commit property crimes. There would be a supervisor onsite 24/7 and stays

would be allowed up to four months, which would allow those staying to train and transition into jobs and/or housing.

Mayor Pro Tem Jackson and Councilmember Jones requested and received clarification on the number of beds currently available and the increase in the number available with this lease.

Mr. Muench stated that there were 22 rooms available on the Sportsman Lodge, with two beds per room. Two (2) rooms would be used for onsite management and a few others for mental health.

Councilmember Schmid requested and received clarification on the number of those in the AB 109 program that re-offend and the number of female's in the AB 109 program.

Mr. Muench stated that there were approximately 8% females in the program and a small number that do re-offend, but with the current program they have had 45% that have obtained employment.

Councilmember Patel questioned if Antelope School had any issues with this being located nearby.

Mr. Muench stated that his department and as well as the Sheriff have met with the school and have a good relationship with the school. He noted that there would be no 290 registrants allowed at this location.

Councilmember Schmid questioned if the school and/or neighbors have expressed any concerns with this and if they had been notified.

Mr. Muench stated that they had received no opposition to this use.

Mayor Parker commented that since this is a lease the City would not be losing any property tax income and that the TOT received is minimal. He did request clarification, that since this is a County operated program, on whether the Sheriff's Office would take over if the Police Department responses and finds that a crime has been committed.

Sheriff Hencratt stated yes and continued by saying that this program has already been operating in this area with the mechanics shop and that no citizen has raised any concerns.

Mr. Muench pointed out that this area will be drug and smoke free, and alcohol will not be allowed.

The owner is leaving all room contents for use by the County, but replacement of broken and/or destroyed items would be borne by the County, and the owner would be responsible for building repairs.

Mr. Goodwin pointed out that the lease, which would be for 3 years, would be coming back to the Board of Supervisors for approval and any concerned citizen could comment at that time. He also stated that the Community Action Agency would be assisting with creating training programs and that the County would take over February 1, 2016.

M/S/C Councilmembers Jackson and Jones to adopt Resolution No. 23-2015, waiving the notification requirements of Government Code Section 25351 and finding the proposed property lease and project to be consistent with the City of Red Bluff General Plan.

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

NOES: None

ABSENT OR NOT VOTING: None

## **2. 2015/2016 SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUNDS - \$100,000**

Kyle Sanders, Police Chief, reviewed the staff report and provided staff's recommendation that the City Council approve the expenditure plan for Supplemental Law Enforcement Services Funds.

On October 29, 2015, a meeting with the supplemental law enforcement funds oversight committee was conducted. The below expenditure plan was submitted and approved by the committee. Staff recommends the following expenditure plan for the funds:

- 1. Salaries and partial benefits :**(2) Community Service Officers - \$ 70,833.00
- 2. RIMS Annual Lease Fee -**  
\$ 18,695.00
- 3. Volunteer Programs: (VIPS, Reserves, Explorers)**  
- \$ 1,500.00

4. **Surface Pro 3 Computers:** (3 computers, software, dock stations, detachable keyboards, IT services, etc.) \$ 5,000.00
5. **Law Enforcement Equipment:** (*Replacement leather gear, spike strips, Taser cartridges, simmunitions conversion kits, Honor Guard equipment / accessories, firearm trade-ins, or other miscellaneous equipment*) - \$ 3,875.00
6. **Tehama County Administrative Fee** - \$ 97.00

Total: \$100,000.00

M/S/C Councilmembers Jackson and Schmid to approve the expenditure plan for Supplemental Law Enforcement Services Funds.

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

NOES: None

ABSENT OR NOT VOTING: None

### **3. CITY HALL DATA CABLING INSTALLATION**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorize staff to undertake a Contractor's Bid submittal process for the replacement of the Data Cabling that serves the City Hall Building Complex.

The City has acquired numerous upgrades to our information management and technology systems. These upgrades have included 80 new computers with upgraded licenses moving from the Windows XP to the Windows 7 platform, the addition of 3 virtual Windows servers and VMware Essentials Plus that virtualizes our physical servers and allows offsite backup to a (VEEAM) backup system. The Police Department has also upgraded their Storage Area Network (SAN) to better service the Mobile computer capabilities. The old and inadequate cabling system remains as an apparent weakness within the system. The proposed new cabling will help to address these issues. The cabling installation will occur within the City Hall & Administration offices, Police Department offices, Records & Dispatch offices and Fire Department offices.

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Part A: Upgrade cabling to Cat6 cabling with factory warranties at a minimum of 20 years.

- Two (2) drops per 100 locations - Cat6 cabling to each location as specified in walkthrough
- Cabling must be supported through the ceiling with industry approved hangers
- Cabling must not touch false ceiling, lights, or sprinkler pipes
- Test and certification for all cables with report provided electronically
- Cabling must be labeled at both ends using industry standards
- Install (2) 2 post 7' racks in MDF. Must be seismic mounted and grounded per industry specifications
- Install 20' of 12" wide ladder rack and hardware to integrate and connect existing ladder rack to new 2 post racks

Part B: Removal of old cabling

- Removal and disposal of all old network cabling and mounting brackets/hardware

Rick Crabtree, City Manager, pointed out that some of the problems the City has been having with the computers is due to the cabling.

M/S/C Councilmembers Jones and Jackson to authorize staff to undertake a Contractor's Bid submittal process for the replacement of the Data Cabling that serves the City Hall Building Complex.

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

NOES: None

ABSENT OR NOT VOTING: None

#### **4. FLASHING BEACON CROSSWALK IMPROVEMENTS ON WALNUT STREET**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorize the purchase and installation of two (2) TAPCO Solar Rectangular Rapid-Flash Beacon Systems with a Supplemental Appropriation of \$16,000.00 from the Fund 43 Transportation Fund. These funds will provide a budget of \$12,530.00 for the purchase of the flashing-crossing hardware for two locations, \$3,000.00 for the purchase of thermo-plastic striping material for an upgrade to the

crosswalk striping at both locations and an additional allowance of \$470.00 for the costs of possible freight and miscellaneous installation hardware.

The TAPCO Solar Rectangular Rapid -Flash Beacon Systems would be installed at two locations along Walnut Street; one at the existing crosswalk just west of Johnson Street and the other at the crosswalk location that is adjacent to the parking lot driveway west of the new County courthouse facility. Staff believes that this equipment will provide a significant increase with the area drivers' compliance in yielding to pedestrians at these uncontrolled crossings.

Councilmember Schmid stated that Dumosa at Walnut was also a dangerous crossing.

Mr. Crabtree stated that staff focused on Walnut Street due to citizens complaints.

Mayor Parker stated that he had been meeting with Walnut Street residents for couple of month and that it made more sense to have one located at Dumosa and Walnut that in the middle of the block by the Courthouse. He would also like to keep pushing for a stop light and stated that they are also looking at

changing the speed limit in that area of Walnut Street.

Mayor Pro Tem Jackson stated that she would like to request that one be placed at the crosswalk at Jefferson and Oak Streets.

M/S/C Councilmembers Schmid and Jones to authorize the purchase and installation of two (2) TAPCO Solar Rectangular Rapid Flash Beacon Systems at the intersection of Dumosa, Scottsdale and Walnut Streets and at the intersection of Franklin and Walnut Streets, authorize a supplemental appropriation of \$16,000.00 from the Fund 43 Transportation Fund. These funds will provide a budget of \$12,530.00 for the purchase of the flashing-crossing hardware for two locations, \$3,000.00 for the purchase of thermo-plastic striping material for an upgrade to the crosswalk striping at both locations and an additional allowance of \$470.00 for the costs of possible freight and miscellaneous installation hardware.

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

NOES: None

ABSENT OR NOT VOTING: None

## **5. APPROVAL OF A NEW CLASS SPECIFICATION FOR THE POSITION OF PUBLIC WORKS ADMINISTRATIVE TECHNICIAN**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that City Council approve a Class Specification and Salary Schedule Category for a Public Works Administrative Technician.

The essential duties, responsibilities and sophisticated work product requirements that are essential in fulfilling the operational necessities of the Public Works functions have expanded the duties and minimum qualifications that are requisite to satisfying the administrative functions. This new position has been created to more appropriately define the Public works administrative requirements.

M/S/C Councilmembers Jones and Patel to approve a Class Specification and Salary Schedule Category for a Public Works Administrative Technician.

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

NOES: None

ABSENT OR NOT VOTING: None

## **6. DISABILITY RETIREMENT**

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that City Council adopt Resolution No. 22-2015 which makes the determination that: (1) Lt. Dan Flowerdew is incapacitated from performing his usual duties in the position of Police Lieutenant; and (2) that Mr. Flowerdew's disability is a result of an injury or disease arising out of employment and therefore qualifies for Industrial Disability Retirement.

Lt. Daniel Flowerdew has filed an Industrial Disability Retirement application with CalPERS. While, in accordance with Government Code Sections 21154 and 21156, the City is required to make a determination of Mr. Flowerdew's industrial disability; in reality a Medical Examiner approved by both the City and the injured employee makes this determination. In order to process the Industrial Disability Retirement application, CalPERS requires

that the attached Resolution No. 22-2015 be approved by the City Council. The language in Resolution No. 22-2015 is required by CalPERS.

Under the Public Employees' Retirement Law, disability is defined as the incapacity of a City employee from the performance of duty in public services for permanent or extended and uncertain duration as determined on the basis of competent medical opinion. Disability is not necessarily an inability to perform every function of a given position. Rather, the courts have concluded that the test in any case is whether the employee can substantially perform the usual duties of the current position. In addition, due to the Supreme Court decision, *Nolan v. City of Anaheim*, the employee must also be substantially incapacitated from performing the usual duties of the position for other California Public Agencies in CalPERS. Mr. Flowerdew held the position of Police Lieutenant and has been determined by a Medical Examiner to be permanently disabled and unable to perform the normal duties of a Police Lieutenant. The City's workers' compensation claims administrator, York Risk Services Group, Inc., has reviewed this determination and they are in agreement with the Medical Examiners assessment.

Police Chief Sanders stated that Lt. Flowerdew will be missed by the department, especially when it comes to IT. Sergeant Hansen has will be promoted to Lieutenant upon Lt. Flowerdew's retirement and he has been transitioning to his new position.

M/S/C Councilmembers Jackson and Patel to adopt Resolution No. 22-2015 which makes the determination that: (1) Lt. Dan Flowerdew is incapacitated from performing his usual duties in the position of Police Lieutenant; and (2) that Mr. Flowerdew's disability is a result of an injury or disease arising out of employment and therefore qualifies for Industrial Disability Retirement.

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

NOES: None

ABSENT OR NOT VOTING: None

## **7. NEW MISCELLANEOUS UNIT MOU**

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council approve the adoption of the proposed MOU to cover the time period from the present through June 30, 2017, and adopt the supplemental appropriation of \$25,050.00 as detailed in the fiscal impact section of the staff report.

The City has reached a tentative agreement with Miscellaneous Unit to cover the period through June 30, 2017. The proposed Agreement calls for modest across the board salary increases of 1.5% effective the first full pay period following ratification of the MOU by the City Council and 1.5% effective the first full pay period after July 1, 2016. In addition, the proposed Agreement calls for the City to absorb the increased cost of participation in the City's group medical coverage effective January 1, 2016 only. Thereafter, the MOU reverts back to splitting increases in medical plan costs 50/50 between the City and the Misc. Unit employees. The proposed MOU also contains several changes needed to update the MOU to reflect current circumstances.

The Miscellaneous Unit employees voted to approve the proposed MOU on October 30, 2015.

Councilmember Schmid stated that he was not satisfied with the wording in the MOU and would have liked more time to review.

M/S/C Councilmembers Jones and Parker to approve the adoption of the proposed MOU to cover the time period from the present through June 30, 2017, and adopt the supplemental appropriation of \$25,050.00 as detailed in the fiscal impact section of the staff report.

AYES: Councilmembers Jones, Parker and Patel

NOES: Councilmember Schmid

ABSENT OR NOT VOTING: Councilmember Jackson (abstained)

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

Sandy Ryan, Finance Director provided the City Council with an informational update on 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 for 2015/16 are estimated to have increased 5.2% from the prior year. Prior year fluctuations are as follows: 2014/15 – 1.1% increase; 2013/14 – 2.4% increase; 2012/13 – 4.5% decrease; 2011/12 – 2.2% decrease; 2010/11- 7.2% decrease; 2009/10- 3.8% decrease.

The main reasons for the 2015/16 increase are: 1) purchases at 460 Antelope Blvd., 265 Antelope Blvd., and 615 Antelope Blvd., increased values by \$3 million, \$583,750, and \$485,750, respectively; and 2) Prop 8 value restoration of 90 Sale Lane, 21 Gamay Court and 15 Cabernet Court combined, and 100 Lake Avenue by \$524,500.00, \$873,000.00 and \$387,000.00, respectively.

The main decreases are: 1) a Tehama County property acquisition at 545 Diamond Avenue resulted in a taxable value decrease of \$735,000.00; and 2) successful appeals for decline in value at 520 Adobe Road, 2810 N. Main Street, and 82 Belle Mill

Road by \$1.7 million, \$863,000.00, and \$665,700.00, respectively.

After 2 years of increases in median sale price, we are experiencing a decrease in median sales price of 2-4% for 2015. This decrease is offset by Prop 8 reduced property values that have been, and continue to be, restored to their original value. This value restoration will continue for up to 3 years, as only 34% of reduced properties have been restored to their original value.

HdL is estimating a 5.43% increase in property tax revenues and a 4.23% increase in vehicle license fees for 2015/16.

**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) - *met November 10<sup>th</sup> and approved the Municipal Review and sphere of Influence for the Mosquito and Vector District*

3 Core - *no meeting*

Tehama County Transportation Commission - *no meeting*

Downtown Red Bluff Business Association - *meeting November 18<sup>th</sup> and will be submitting letter for DRBBA - Mayor Pro Tem Jackson asked the City Manager to reach out to the new board*

Community Action Agency - *meeting November 19<sup>th</sup>*

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 on November 12<sup>th</sup>, Kristina Miller  
submitted her letter of resignation, next meeting  
November 23<sup>rd</sup>  
Chamber of Commerce - meeting November 24<sup>th</sup>

**ADJOURNMENT:**

There being no further business Mayor Parker  
adjourned the meeting at 8:43 p.m. until the  
meeting of November 23, 2015.

*s/ Clay Parker, Mayor*

ATTEST:

*s/ Jo Anna Lopez, City Clerk*