



# CITY OF RED BLUFF

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## CITY COUNCIL

### MINUTES

**Date of Meeting:** Tuesday, September 15, 2015  
**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  
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

Kyle Sanders, Police Chief

Jo Anna Lopez, City Clerk

Donna Gordy, City Treasurer

Cheryl Smith, Deputy City Clerk

Ray Barber, Fire Chief

## **PLEDGE OF ALLEGIANCE:**

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

## **CITIZENS COMMENT:**

Pastor Scott Camp provided a prayer for those in attendance and for rain.

A Red Bluff citizen requested that the restrooms at the Rio and Walnut Transportation Center have the sink that is broken repaired.

Kathy Bonner expressed her concerns that there will be a need for a stop signal on Walnut Street near the new Court House building, as there are a total of thirty-seven (37) businesses, schools, and county department employees that will be traveling this area. She asked that the City Council support and address this need.

Mayor Parker stated that the City Council was doing everything possible to address the issue.

## **PROCLAMATION:**

### **RECOVERY HAPPENS**

Cynthia Cook, Drug and Alcohol Advisory Board, read the proclamation. She announced that they had just received a new grant that will provide funding for the next 5 years.

Patrice Tamp, Drug and Alcohol Supervisor, reminded everyone that the Recovery Happens celebration would be held on September 19<sup>th</sup> at River Park between 11 a.m. and 1:30 p.m. with speakers, entertainment, kid's events, booths, a canned food drive and more.

## **SWEARING IN CEREMONY FOR POLICE CAPTAIN**

Kyle Sanders, Police Chief, provided a brief background on Captain Ortega and the role of the Captain in the department.

Chief Sanders stated that he was honored that Captain Ortega had asked that he pin his new badge on.

Captain Ortega thanked the City Manager, City Council, Chief Sanders, his wife, family, friends and those in attendance for their support and stated that he would do his best to fulfill the duties of Captain.

At this time, Cheryl Smith, Deputy City Clerk, administered the Oath of Office to Captain Ortega.

Mayor Parker called a recess at 7:26 p.m. and reconvened the meeting at 7:30 p.m.

## **CONSENT AGENDA:**

### **1. APPROVAL OF MINUTES**

#### **September 1, 2015**

M/S/C Councilmembers Jackson and Jones to approve the minutes of September 1, 2015 with the correction of Acting Police Chief to Police Chief.

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

NOES: None

ABSENT OR NOT VOTING: None

## **2. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS - AUGUST 2015**

### **Recommendation:**

That the City Council accepts the open market purchases and contract awards for August 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 August 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 payments shown for HDL, Adams Ashby and landfill expenses.

Rick Crabtree, City Manager, explained that HDL provides both sales tax and property tax updates, the amount paid to Adams Ashby was the annual payment for grant administration, and that CalRecycle was going to fund the cleanup of the old burn dump, but that the City had to pay for the permits.

M/S/C Councilmembers Schmid and Jackson to accept the open market purchases and contract awards for August of 2015.

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. 81968 through 82196 dated August 1, 2015 through August 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.

M/S/C Councilmembers Jackson and Jones to approve Check Warrant No. 81968 through 82196 dated August 1, 2015 through August 31, 2015.

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

NOES: None

ABSENT OR NOT VOTING: None

## **CURRENT BUSINESS:**

### **1. ALLOCATION OF REVENUE FUNDS TO EXPENDITURE ACCOUNTS**

Fire Chief Ray Barber reviewed the staff report and provided staff's recommendation that the City Council accepts the Fire Chief's recommendation to identify \$13,663.00 from Revenue Accounts 11-31-070-130, 11-31-070-080, 11-31-060-030, 11-31-070-090 and increase the budget in the following expense accounts:

11-31-120-100	Overtime from \$55,000.00 to \$63,541.00
11-31-260-100	Gas and Oils from \$20,000.00 to \$23,000.00
11-31-330-100	Special Supplies and Services from \$11,000.00 to \$13,663.00

The Red Bluff Fire Department has identified \$13,663.00 of revenue funds that were in excess of what was budgeted. These funds plus an additional \$541.00, if allocated into the expenditure accounts listed, would balance out the 2014-2015 fiscal year.

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Councilmember Patel requested clarification on how long the City was allowed to balance out the previous year's budget.

Rick Crabtree, City Manager, reported that there was no legal requirement, but staff wanted to close out the 2014/2015 year prior to the annual audit.

M/S/C Councilmembers Jackson and Patel to accept the Fire Chief's recommendation to identify \$13,663.00 from Revenue Accounts 11-31-070-130, 11-31-070-080, 11-31-060-030, 11-31-070-090 and increase the budget in the accounts as listed above.

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

NOES: None

ABSENT OR NOT VOTING: None

## **2. SUPPLEMENTAL APPROPRIATION FOR THE FISCAL YEAR 2014 HOMELAND SECURITY GRANT PROGRAM FUNDS**

Police Chief Kyle Sanders reviewed the staff report and provided staff's recommendation that

the City Council appropriate funds in the amount of \$14,290.00 to Fiscal Year 2015/2016 revenue account 11-33-060-740 for expenditure from expense account 11-33-540-126. The amount of \$14,290.00 will be reimbursed to the City of Red Bluff by the County of Tehama (via Homeland Security Grant Funds).

Near the end of fiscal year 14/15, the Tehama County Board of Supervisors and Red Bluff City Council authorized signage of an agreement for expenditure of fiscal year 2014 Homeland Security funds. The funding was authorized for the following items:

- One wood door replaced with a solid metal door for the purpose of improving physical security at the police department.
- Two mobile radios for patrol vehicles.
- An upgrade for the department's robot with an audio / video command terminal.

While items were ordered during fiscal year 14/15, they were not received until fiscal year 15/16.

Councilmember Jones questioned when the radios would be received.

Chief Sanders stated that they would be ordered next week.

Mayor Pro Tem Jackson requested clarification that the Finance Director had reviewed.

Chief Sanders stated that the Finance Director had reviewed and signed off on the request.

M/S/C Councilmembers Jones and Jackson to appropriate funds in the amount of \$14,290.00, which will be reimbursed to the City of Red Bluff by the County of Tehama via Homeland Security Grant Funds, to Fiscal Year 2015/2016 revenue account 11-33-060-740 for expenditure from expenses account 11-33-540-126.

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

NOES: None

ABSENT OR NOT VOTING: None

### **3. SUPPLEMENTAL APPROPRIATION FOR FISCAL YEAR 14/15 GASOLINE AND OILS EXPENSES**

Police Chief Kyle Sanders reviewed the staff report and provided staff's that the City Council approve a supplemental appropriation to the Fiscal Year 14/15 Police Department Gasoline and Oils account (11-33-260-100) in the amount of \$3,218.54.

The Police Department was allocated \$4,583,045.00 for expenditures during fiscal year 14/15. In the end, \$4,586,263.54 in expenditures resulted in an overage of \$3,218.54. The Gasoline and Oils account (11-33-260-100) was allotted \$42,000.00 but ended at \$48,273.47, an overage of \$6,273.47. However, due to savings in other expenditure lines, a supplemental appropriation in the amount of \$3,218.54 is all that is necessary.

Councilmember Schmid requested and received clarification on why this was being allotted to the gasoline and oils account (11-33-260-100).

Police Chief Sanders stated that they were overbudget for that line item but with the savings from other line items were able to supplement all but the \$3,218.54.

M/S/C Councilmembers Jackson and Jones to approve a supplemental appropriation to the Fiscal Year 14/15 Police Department Gasoline and Oils account (11-33-260-100) in the amount of \$3,218.54.

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

NOES: None

ABSENT OR NOT VOTING: None

### **STAFF ITEMS:**

Rick Crabtree, City Manager, reported that CalRecycle would begin work on the old burn dump next week.

Fire Chief Barber reported that the new OES engine went out on August 25<sup>th</sup> returning for just two days before it was called out again for the Rough Fire and is now working the Valley Fire for the next seven days.

Police Chief Sanders reported that there would be a dedication of the Tehama County Law Enforcement memorial at the Tehama County Fairgrounds on September 24<sup>th</sup> at 5 p.m.

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

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

**Local Agency Formation Commission (LAFCO) -**  
***Mayor Parker reported that he had attended the conference in Sacramento where Ground Water Sustainability was discussed and it was noted that LAFCO was left out. He also reported that at the September 9<sup>th</sup> meeting Councilmember Gary Jones was added as the City's alternate.***

3 Core - *no meeting*

Tehama County Transportation Commission - *no meeting*

Downtown Red Bluff Business Association - *meeting on September 16<sup>th</sup>*

Community Action Agency - *meeting on September 17<sup>th</sup>*

Tehama Economic Development Corporation - *no meeting*

Executive Committee - Tehama County Solid Waste Management Agency *meeting September 16<sup>th</sup> at 6 p.m.*

Tehama County Solid Waste Management Agency (JPA II) - *meeting October 5<sup>th</sup>*

Chamber of Commerce - *meeting September 29<sup>th</sup>*

Councilmember Schmid requested and received clarification on the construction at Wal-Mart, and the Givens Road projects.

Mayor Pro Tem Jackson commented on the road construction on So. Main Street and the confusion for those driving in the area.

Mayor Pro Tem Jackson reminded those in attendance of the Beef and Brew Event on September 19<sup>th</sup>.

**ADJOURNMENT:**

There being no further business Mayor Parker adjourned the meeting at 7:55 p.m. until the meeting of October 6, 2015.

*s/ Clay Parker, Mayor*

ATTEST:

*s/ Jo Anna Lopez, City Clerk*