



# CITY OF RED BLUFF

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## CITY COUNCIL MINUTES

**Date of Meeting:** Tuesday, September 2, 2014  
**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  
Ray Eliggi, Mayor Pro Tem  
Clay Parker, Councilmember  
Rob Schmid, Councilmember  
Wayne Brown, Councilmember

## **Staff Present:**

Rick Crabtree, City Manager/City Attorney  
Sandy Ryan, Finance Director  
Paul Nanfito, Police Chief  
Scot Timboe, Community Development Director  
Bruce Henz, Public Works Director  
Vi Cobb, Human Resource Analyst II  
Donna Gordy, City Treasurer  
Matt Shobash, Division Chief

## **PLEDGE OF ALLEGIANCE:**

Mayor Jackson asked Cody Houghton-Marshall to lead the Pledge of Allegiance and the assembly joined in.

## **CITIZEN'S COMMENTS:**

Kathy Nelson expressed her concerns regarding the old burn dump and also questioned if there was a waterline break near the Greenville Rancheria Park as it's very green in the area where asphalt has been dumped.

Larry Bonds also spoke regarding the old burn dump; NEC testing at the old burn dump, and expressed his concerns with the running water out at the airport.

Councilmember Brown commented that the City Council had received information from the League of California Cities commending City Manager/City Attorney Rick Crabtree on his work and expertise on the League of California Cities law review. He also reported that the city had received notification that the Housing Element had been approved by the State and felt that Mr. Crabtree and Mr. Timboe should be commended for their hard work.

Councilmember Schmid also commended Mr. Timboe and Mr. Crabtree for their work on the various projects.

## **1. SEE TRACKS, THINK TRAIN**

### **Linda Passini**

Mayor Daniele Jackson read and presented the See Tracks, Think Train Proclamation to Linda Passini.

## **CONSENT AGENDA:**

Mayor Jackson reported that items 2 and 6 were to be pulled.

M/S/C Brown, Parker to approve the remainder of the Consent Agenda.

AYES: Councilmembers Brown, Eliggi, Jackson, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **1. ORDINANCE NO. 1035; REZONE NO. 221; AN ORDINANCE AMENDING CHAPTER 25 OF THE RED BLUFF CITY CODE SECTION 25.138 PLANNED DEVELOPMENT USE PERMIT – PERMITTED USES**

#### **Recommendation:**

That the City Council waive the second reading and adopt Ordinance No. 1035 (Rezone 221), an Ordinance amending the Red Bluff Zoning Code Chapter 25 Section 25.138 (B).

The proposed Ordinance/Rezone would amend Chapter 25 of the Red Bluff City Code Section 25.138 Planned Development Use Permit Subsection (B) Adding FC (Freeway Commercial Zoning District) to the allowable zoning Districts eligible for the PDUP process rather than just C-1, C-2 and C-3.

***Approved 5/0/0***

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

### **Recommendation:**

That the City Council receive the report on Property Tax Revenue Update.

Councilmember Schmid commented on the projected revenues and stated that the property tax revenue was still 14.2% lower than what the City was in 2009/2010, so the City still has a long ways to go with budget issues.

Sandy Ryan, Finance Director, commented that the estimates for property tax and motor vehicle licenses have decreased approximately \$10,000, so the General Fund estimate will decrease this much.

Final taxable property values increased approximately 2.4% for the 2013/14 fiscal year, compared to the prior year. It was the first increase in taxable property values since the 2007/08 fiscal year.

M/S/C Councilmember Schmid and Eliggi to receive the report on Property Tax Revenue Update.

AYES: Councilmembers Brown, Eliggi, Jackson, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

**3. CHANGE IN COMPANIES PROCESSING ACCIDENT REPORTS; AS WELL AS AN INCREASE IN THE COST FOR PROCESSING ACCIDENT REPORTS VIA LEXIS NEXIS**

## **Recommendation:**

That the City Council authorize the Chief of Police to sign an agreement with Lexis Nexis for the release of accident reports electronically. This would include authorization to submit a 30 day notice to terminate the agreement with the current vendor, PoliceReports.US.

LexisNexis has acquired the company PoliceReports.US and therefore was able to conduct a study to determine the average length of accident reports released by the Red Bluff Police Department. This study revealed that the average report released was seven (7) pages long or \$9.50 per/report. Since LexisNexis will not charge .50 cent increments staff recommends that the fee be changed to a flat rate fee of \$10.00 regardless of the length of the report. This will help to simplify the process for cost recovery.

***Approved 5/0/0***

#### **4. TREASURER'S REPORT – TWELFTH MONTH OF FISCAL YEAR 2014**

##### **Recommendation:**

That the City Council accepts the Treasurer's report for the twelfth month of Fiscal Year 2014.

The Government Code provides that the City Treasurer shall submit to the City Clerk a written report and accounting of all receipts, disbursements, and fund balances. (Government Code Section 41004).

***Approved 5/0/0***

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

##### **Recommendation:**

That the City Council approve the City Treasurer's Investment Policy Statement for Fiscal Year 2013-2014.

The purpose of this statement is to provide guidelines for the prudent investment of the City's surplus cash. The ultimate goal is to enhance the economic status of the City, while protecting its pooled cash (active and inactive deposits).

***Approved 5/0/0***

## **6. FIRE MISC. REVENUE TRANSFERRED TO UNIFORM ALLOWANCES**

### **Recommendation:**

That the City Council authorize the supplemental appropriation of \$1,800.00 to expense account no. 11-31-350-200.

Councilmember Schmid commented that the \$1,800.00 was money generated by the cadet's application fees and questioned if there were plans to raise the additional funds needed.

Division Chief Shobash reported that it increased because some candidates did not make it through the entire class and funds were not refunded fees paid. Staff is still working on collecting extra funds so that they will not have to ask for additional money.

Red Bluff Fire Department charged applicants of the Firefighter-I Academy \$300.00 each to help offset the cost of their training; not all applicants were successful which, so far, has left us an excess of \$1,800.00 in Revenue Account No. 11-31-080-110. We currently have ten cadets in the program preparing to complete their required hours and will be needing uniforms as Reserve Firefighters. The current uniform budget is not sufficient to cover the cost of this equipment, but this money will help significantly.

M/S/C Councilmember Schmid and Eliggi to authorize the supplemental appropriation of \$1,800.00 to expense account no. 11-31-350-200.

AYES: Councilmembers Brown, Eliggi, Jackson,  
Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **CURRENT BUSINESS:**

### **1. PROPOSED AMENDMENT TO CHAMBER 2014-2015 AGREEMENT**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the consider the proposed amendment to the 2014-2015 Agreement between the City of Red Bluff and the Red Bluff-Tehama County Chamber of Commerce and provide direction to staff and if the Council elects to increase Chamber funding, approve a supplemental budget appropriation as follows: #10-21-330-100, \$35,000.00.

Councilmember Schmid requested clarification on whether there was a known number for the current TOT, as the TOT has not increased by \$35,000.00.

Mr. Crabtree stated that this year had increased slightly.

Mayor Jackson stated that she made the request to have this item put back on the agenda.

Councilmember Parker stated that he backs the Chamber of Commerce and was against cutting them at all.

Kristin Gray, current Chair of the Red Bluff Chamber of Commerce, stated that the Chamber appreciates the Council discussing this item again.

Councilmember Brown stated that the reason a one year budget was done was to give the City time to where it would end up at the end of the year. The last budget update was good and the departments all worked to stay within their budgets.

Councilmember Schmid stated that the agenda is also an increase for Tehama EDC and Management and Mid-Management, but he has people that ask when the City is going to pave the streets and then we give a private industry business \$35,000.00 instead of paving streets. Things are so tight and so many other things need to be done in the City, the Police need more Officers, and if we give money away we won't get these done. He stated that he likes the Chamber and he likes what they do, such as the Farmers' Markets etc.

M/S/C Councilmember Parker, Eliggi to amend the agreement between the City of Red Bluff and the Chamber of Commerce providing the additional \$35,000.00 and approve the supplemental budget appropriation of the \$35,000.00.

AYES: Councilmembers Eliggi, Jackson and Parker

NOES: Councilmembers Brown and Schmid

ABSENT OR NOT VOTING: None

## **2. PROPOSED SUPPLEMENTAL APPROPRIATION TO DONATE AN ADDITIONAL \$5,000 TO THE TEHAMA ECONOMIC DEVELOPMENT CORPORATION FOR THE 2014-2015**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council consider a Supplemental Appropriation to the 2014-2015 Budget for the donation to the Tehama Economic Development Corporation (TEDC) and provide direction to staff and if the Council elects to increase TEDC funding, approve a supplemental budget appropriation as follows: Account # 10-12-330-100, \$5,000.00.

Mayor Pro Tem Eliggi requested clarification on what services were provided by Tehama EDC.

Mr. Crabtree stated that Tehama EDC operates to foster growth and expansion of businesses and attract new business to town. He stated that he routinely refers businesses looking to relocate to the county to TEDC.

Councilmember Parker stated that he was not going to make a motion on this, as there are other agencies, such as 3 Core, that funding was cut and that maybe at the end of this budget year we can revisit.

Without a motion or a second, no action was taken.

**3. PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS INC. FOR THE DEVELOPMENT OF AN UPDATED REVENUE PLANNING MODEL FOR THE CITY'S SEWER COLLECTION AND TREATMENT FACILITIES AND ADDITIONAL ASSISTANCE WITH MEETINGS, GRANTS, INQUIRES AND SMALL ADMINISTRATIVE PROJECTS**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorizes the award of a contract for Consulting Services to Carollo Engineers Inc. The contract award to Carollo Engineers Inc. will be in the amount of \$99,700.00.

The work to be performed as a part of this contract is all generally related to the updated Revenue Planning Model for the City's sewer collection and treatment facilities. The information developed within this model will provide the nexus support that is necessary for the Proposition 218 review that must be completed as a part of the City's Sewer Service Rate public hearings.

Additionally, Carollo Engineers will assist the City with the research necessary to prepare the City's responses to various related inquiries and with the preparation and completion of these small administrative projects. The Services includes several work categories, generally described as follows:

- Development of an updated Revenue Planning Model for City's Sewer Collection and Treatment Facilities
  - Update Existing Assessment of Wastewater Enterprise Needs
  - Review of Existing Capital Improvement Needs

- Assessment of System Operational Needs and Resources
- Review and Revision of Revenue Planning Model
- Public support during the Sewer Services Rate public hearings
  - Including participation in the public review process, coordination with the City and the City's legal counsel, and participation in public meetings.
- Ongoing Clean Water State Revolving Fund (CWSRF) application assistance
  - Including ongoing communications with the funding agency (State Water Resources Control Board) and the as-needed repackaging of the application files in the State's updated application format.
- Assistance with odor issues observed in the Walbridge area

- Including the peer review of the City prepared investigation of the odor issues and a follow up evaluation report with recommendations for facilities and collections improvements and related costs.

Rick Crabtree, City Manager/City Attorney, provided that this item was currently in the budget.

Kathy Nelson requested clarification on what part this company would have with all the sewer system in the city and with the problem they have in the Walbridge area.

M/S/C Councilmembers Parker and Eliggi to award the contract for Consulting Services to Carollo Engineers Inc. in the amount of \$99,700.00.

AYES: Councilmembers Brown, Eliggi, Jackson, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

#### **4. STATUS OF STREET PAVING AND IMPROVEMENT PROJECTS**

Bruce Henz, Public Works Director, reviewed the report and provided an informational update on the upcoming City street paving projects that are planned for design and construction in the near term.

The projects that were incorporated within the initial priorities included several pavement stripping improvements, the scheduled new Wal-Mart roadway construction improvements and three City funded street paving improvement projects. The three initial City projects included:

- The Givens Road Improvements – between Peach Street and Kirsten Court
- The Crittenden Street Improvements – Lincoln Street to the Union Pacific Railroad
- The Lincoln Street Improvement – Brickenridge Street to north of Chipman Street

The Contract documents for these projects are currently near completion.

The funding for these projects would be obtained from the City's Fund 41, the Special Transportation Fund and the expenditures are included within the 2014/2015 City budget that has been adopted the City Council.

The scheduled Wal-Mart roadway construction improvements include:

- Luther Road - Mill St. to Property Line @ the Wal-Mart West Entry
- Luther Road - between the Wal-Mart property line to South Jackson Street
- Mill Street - Luther Rd. to Reeds Ave.
- Reeds Avenue - Mill St. to the Wal-Mart PL near Armstrong Ct.
- South Main St. - Luther Road to the I-5 Southbound On-Ramp
- Montgomery Road Reconstruction – South Main Street to approximately 460' south

Orville Knox commented on the portion of Jackson Street at the Reeds Creek Bridge where you can't see the bicycle lane, because of vehicles using the bicycle lane as a turn lane. He asked that the Council consider getting the lines re-painted.

Informational item – no action needed

## **5. MANAGEMENT, MID-MANAGEMENT SALARIES**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council approve a 3% salary increase for Management/Mid-Management employees effective July 1, 2014.

The 2014/2015 budget recommended by the Budget Committee and adopted by the City Council did not contain any salary adjustments for Management/Mid-Management employees. City employees who are part of one of the City's four (4) bargaining groups have received (or will receive) a 4.5% salary increase in 2014/2015 per the requirements of the City's existing Memorandums of Understanding (MOU's). Police, Police Mid-Management, and Miscellaneous groups received a 4.5% salary increase effective 7-1-2014, the Firefighter group will receive a 4.5% increase effective 1-1-2015.

Mayor Jackson questioned if the Financial Management Position was filled or vacant, which is currently filled.

Councilmember Brown stated that this was also something that was not considered during the Budget Committee meetings.

Councilmember Parker asked why these employees were not being offered 4 ½ percent as the other units.

Mr. Crabtree stated that he thought it may be easier to get these employees 3 percent.

Vi Cobb, Human Resources Analyst II, commented that when Management and Mid-Management received 3 percent in 2013, this brought the employees back up to what they lost in 2008, so these employees are still making what they made in 2008.

M/S/C Councilmembers Parker and Eliggi to give the Management and Mid-Management a 4 ½ percent increase retroactive to July 1<sup>st</sup>.

AYES: Councilmembers Eliggi, Jackson and Parker

NOES: Councilmembers Brown and Schmid

ABSENT OR NOT VOTING: None

### **STAFF ITEMS:**

City Manager/City Attorney Rick Crabtree reported that on Thursday, August 28<sup>th</sup>, he appeared before the California Wildlife Conservation Board and the board voted to authorize a grant for improvements to the boat launch at River Park in the amount of \$970,000.00 and that combined with the \$1.7 million dollars approved by the Boats and Waterways Commission will give us a total of 2.7 million dollars for the improvements at River Park. The Consultants are meeting with the Army Corp of Engineers on September 3<sup>rd</sup>.

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

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

*Local Agency Formation Commission (LAFCO) – meet September 10<sup>th</sup> if there are items for discussion*

*3 Core – met August 27<sup>th</sup> in Chico, 3 Counties are going to have a 5 year strategy session to discuss items that will benefit all 3 Counties not just the City of Red Bluff*

*Tehama County Transportation Commission – will meet on the 25<sup>th</sup>*

*Downtown Red Bluff Business Association – will meet later in the month*

*Community Action Agency – met last Thursday, a grant was almost lost so the agency was going to invite the County to attend one of their meetings*

Tehama Economic Development Corporation – *will meet later this month if they can obtain a quorum* Tehama County Sanitary Landfill JPA I – *nothing to report*

Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II

Tehama County/City of Red Bluff Landfill Management Agency JPA II – *nothing to report*

Chamber of Commerce – *did meet, discussed the ambassadors program and the Crawdad Festival, which some people were upset because it was no longer a family event – the Board voted to not take a position on the City's sales tax measure and did agree to provide information regarding the sales tax measure and will also hold a candidates night, which will include discussion on the sales tax measure*

Councilmember Parker questioned why the Red Bluff Chamber of Commerce was not holding events in the City of Red Bluff, as he believes they should.

**ADJOURNMENT:**

There being no further business Mayor Jackson adjourned the meeting at 8:25 p.m. until the meeting of September 16, 2014.

s/ Daniele Jackson, Mayor

ATTEST:

s/ Jo Anna Lopez, City Clerk