



CITY OF RED BLUFF

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CITY COUNCIL

MINUTES

Date of Meeting: Tuesday, September 20, 2016
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
Gary Jones
Daniele Jackson
Rob Schmid

Councilmembers Absent:

Suren Patel (absent)

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Staff Present:

Rick Crabtree, City Manager/City Attorney

Ray Barber, Fire Chief

Robin Kampmann, Interim Public Works Director

Donna Gordy, City Treasurer

Sandy Ryan, Finance Director

Jo Anna Lopez, City Clerk

CLOSED EXECUTIVE SESSION:

- 1. CONFERENCE WITH LEGAL COUNSEL
– GOVERNMENT CODE SECTION
54956.9 - EXISTING LITIGATION -
DAVIS - WORKERS COMP CLAIM NO.
NCWA-555963**
- 2. CONFERENCE WITH LEGAL COUNSEL
- GOVERNMENT CODE SECTION
54956.9 - ANTICIPATED LITIGATION -
ONE POTENTIAL CASE**

Mayor Parker reported that the City Council had given 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 and reported that there would be a voter's night held on October 11th at the Veterans Hall.

PROCLAMATION:

1. DOMESTIC VIOLENCE AWARENESS MONTH

Linda Lucas, ATV Board of Director's Member/DV Counselor/Volunteer

Linda Lucas read the Proclamation for Domestic Violence Awareness Month and Mayor Parker presented.

CONSENT AGENDA:

Councilmember Schmid requested that Item 1 be pulled for clarification.

1. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS FOR AUGUST 2016

Recommendation:

That the City Council accepts the open market purchases and contract awards for August of 2016.

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 2016 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.

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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 repairs made to Fire Engines and the cost of chlorination briquettes for the pool.

M/S/C Councilmembers Schmid and Jones to accept the open market purchases and contract awards for August of 2016.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

2. **APPROVAL OF WARRANT LIST**

Recommendation:

That the City Council approve Check Warrant No. 84896 through 85122 dated August 1, 2016 through August 31, 2016.

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 Jones and Jackson to approve Check Warrant No. 84896 through 85122 dated August 1, 2016 through August 31, 2016.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

CURRENT BUSINESS:

1. **SACRAMENTO VALLEY LP D/B/A VERIZON WIRELESS, AMERICAN TOWER DELAWARE CORPORATION, LEASE AGREEMENT - 827 VILLAGE DRIVE**

Robin Kampmann, Interim Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorizes the City Manager to sign the Second Amendment to the Ground Lease Agreement.

As part of the current lease agreement with American Tower, Verizon Wireless pays a monthly rent of \$1,741.94. Once the amended lease agreement is approved the payment terms of the lease will be adjusted and Verizon will pay a single payment of \$20,903.28 per year, in place of the current monthly payment. Commencing on January 8, 2019 and on each successive annual anniversary thereof, rent will increase by an amount equal to 3%.

In addition to the rent paid by Verizon Wireless a One-Time payment of \$50,000 will be made to the City of Red Bluff within 30 days of the executed amendment.

Staff is requesting authorization for the City Manager to sign the amended lease agreement which includes provisions for the tenant to extend the lease for each of four (4) additional five (5) year renewal terms (current agreement expires January 7, 2019); a One-Time payment of \$50,000 to the City of Red Bluff; and an increase of 3% of the current rent on each successive annual anniversary.

M/S/C Councilmembers Jones and Jackson to authorize the City Manager to sign the Second Amendment to the Ground Lease Agreement.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel
(absent)

2. **PROFESSIONAL SERVICES AGREEMENT FOR THE STRUCTURAL DESIGN OF THE SUPPORT STRUCTURES FOR THE NEW CITY HALL BOILER AND CHILLER REPLACEMENT UNITS**

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

1. Authorizes a supplemental appropriation in the amount of \$4,000.00 into the 2016/2017 budget account for General Government Buildings; Fund No. 10-57-540-10, Machinery and Equipment.

2. Authorizes the award of a design service contract to Butler Engineering Group, in the amount of \$4,000.00, for the engineering services for structural design of the support structures for the new boiler and chiller units and roof mounted cooling tower necessary for the replacement of the existing air conditioning and heater units at the Red Bluff City Hall Complex.

As part of the current design services provided by ArcSine Engineering it has been determined that structural design will be required for the support structures of the new chiller and boiler units. The structural design will include the following:

1. Concrete housekeeping pads & equipment anchorage for the chiller and buffer tanks - \$750.00
2. Concrete housekeeping pads & equipment anchorage for boiler units 1 and 2- \$750.00
3. Structural support for the roof mounted cooling tower - \$2,500.00

Once structural design is complete, ArcSine Engineering will use the provided information to complete the construction drawings, specifications and engineers estimate and the project will be ready to be advertised for bids.

M/S/C Councilmembers Jones and Jackson to:

1. Authorizes a supplemental appropriation in the amount of \$4,000.00 into the 2016/2017 budget account for General Government Buildings; Fund No. 10-57-540-10, Machinery and Equipment.
2. Authorizes the award of a design service contract to Butler Engineering Group, in the amount of \$4,000.00, for the engineering services for structural design of the support structures for the new boiler and chiller units and roof mounted cooling tower necessary for the replacement of the existing air conditioning and heater units at the Red Bluff City Hall Complex.

AYES: Councilmembers Jackson, Jones and Parker
NOES: Councilmember Schmid
ABSENT OR NOT VOTING: Councilmember Patel
(absent)

3. **PUBLIC WORKS DIRECTOR RECRUITMENT**

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council:

1. Approve retention of Bob Murray & Associates to conduct a search and recruitment for a full-time Public Works Director/City Engineer.
2. Appoint two members of the City Council to work with the City Manager during the recruitment process for the next Red Bluff Public Works Director/City Engineer.

The City's former Public Works Director/City Engineer recently retired. The City has appointed Northstar Engineering to provide Interim Public Works Director/City Engineer services. However, the City needs to conduct a recruit for a full-time replacement.

It is recommended that the City contract with a professional recruitment firm to assist the City in filling this important position. Bob Murray & Associates is an experienced and well regarded professional recruitment firm, specializing in assisting local government entities with their professional recruitment needs.

M/S/C Councilmembers Jackson and Jones to approve retention of Bob Murray & Associates to conduct a search and recruitment for a full-time Public Works Director/City Engineer.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

M/S/C Councilmembers Jones and Jackson nominating Mayor Parker and Councilmember Schmid to work with the City Manager during the recruitment process for the next Red Bluff Public Works Director/City Engineer.

AYES: Councilmembers Jackson, Jones, Parker and
Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel
(absent)

STAFF ITEMS:

None

COMMITTEE REPORTS/COUNCIL COMMENTS:

Local Agency Formation Commission (LAFCO)

- no meeting

*3 Core - met on September 9th and discussed
Broadband; Economic Development Strategy*

Tehama County Transportation Commission - *no
meeting*

Downtown Red Bluff Business Association -
meeting on September 21st

Community Action Agency - *no meeting*

Tehama Economic Development Corporation -
no meeting

Executive Committee - Tehama County Solid Waste
Management Agency - *no meeting*

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Tehama County Solid Waste Management Agency
(JPA II) - *meeting October 3rd*

Chamber of Commerce - *meeting September 27th*

Community Center AdHoc Committee – *will meet
two times per year; selected chair and vice-chair; still
looking for a community member*

Groundwater Commission – *received 32
applications for the 6 positions*

ADJOURNMENT:

There being no further business Mayor Parker
adjourned the meeting at 7:43 p.m. until the
meeting of October 4, 2016.

s/ Clay Parker, Mayor

ATTEST:

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