



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, September 6, 2016
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
Gary Jones
Daniele Jackson
Rob Schmid

Councilmembers Absent:

Suren Patel (absent)

Staff Present:

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

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.

CONSENT AGENDA:

Councilmember Schmid requested that item 1-b be pulled for a correction.

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

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel

1. APPROVAL OF MINUTES

a. [August 2, 2016](#)

Approved 4-0-1

b. [August 16, 2016](#)

Councilmember Schmid noted that on page 2 of the minutes refers to Tim Johnson and it should be Ken Johnson.

M/S/C Councilmembers Schmid and Jackson to make the correction from "Tim" to Ken and approve the minutes of August 16, 2016.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel

2. **TREASURER'S REPORT - FIRST MONTH OF FISCAL YEAR 2017 (JULY 2016)**

Recommendation:

That the City Council accepts the Treasurer's Report for the first month of Fiscal Year 2017.

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 4-0-1

3. ACCEPTANCE OF FY 2016 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG)

Recommendation: That the City Council:

1. Accept the FY 2016 Edward Byrne Memorial Justice Assistance Grant award of \$10,324.00.
2. Approve a supplemental appropriation of \$10,324.00 to the Police Department JAG Grant FY 2016/2017 revenue account (11-33-060-773) for expenditure from JAG Grant FY 2016/2017 revenue account (11-33-540-773).

The Police Department has a current need to improve our body-worn video camera data storage capacity. This grant specifically lists body-worn camera systems or the enhancement of such systems as one of the eligible categories to be funded.

This grant of \$10,324.00 will pay for the majority of a data storage solution that has been quoted in the amount of \$11,797.74. The balance (\$1,473.74) would be paid via an award from the City's Self Insurance Police Risk Management group funds.

With the exception of a quarterly report, there are no other requirements or matching funds associated with this grant.

Approved 4-0-1

CURRENT BUSINESS:

1. COUNTY OFFER TO PURCHASE A PORTION OF MADISON STREET

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

1. Direct staff to place consideration/discussion of the offer on a future closed session as a Conference with Real Property Negotiators and/or Conference with Legal Counsel regarding Anticipated Litigation (i.e., a possible condemnation action by the County).
2. Direct staff to place the County's offer on a future open session agenda for further discussion or possible action.
3. Act to accept the offer from the County.
4. Provide such other and further direction to staff as the Council deems appropriate.

Bill Goodwin, County CEO, reported that the County had offered to purchase that portion of Madison Street. Moving the entire jail to Walnut Street location would be cost prohibited and the relocation of Madison Street was not included in the offer, but the Board of Supervisors may consider.

Sheriff Dave Hencratt stated that the expansion of the jail was badly needed.

Valerie Lucero, Tehama County Health Services Executive Director, stated that the extra space is needed to provide treatment.

Councilmember Jackson stated that she was against closing the street as it was not in the best interest of the citizens of Red Bluff.

Mayor Pro Tem Jones stated that he would not vote yes unless Madison Street was relocated. He would consider if the County moved the road and raised the purchase price to \$345,000.00.

Councilmember Schmid stated that a prison complex in downtown was not desirable and that we needed to stop creating a monster in the downtown area as the Downtown Businesses don't want a jail complex.

Mayor Parker stated that in a perfect world this complex would go out on Walnut Street instead of closing Madison Street. He agrees that the jail expansion is needed but Madison Street needed to be relocated and kept open.

Scott Camp asked that the City Council vote to enter into negotiations with the County.

Tom Mohler stated that 50-60 years ago the city had more jobs and that the jail expansion was not desirable for downtown.

M/S/C Councilmembers Jones and Parker to bring this item back to the City Council in a closed session as a Conference with Real Property Negotiators.

AYES: Councilmembers Jones, Parker and Schmid

NOES: Councilmember Jackson

ABSENT OR NOT VOTING: Councilmember Patel (absent)

2. **INTERIM PUBLIC WORKS DIRECTOR/CITY ENGINEER**

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council approve the proposed contract with NorthStar Engineering for Interim Public Works Director/City Engineer services.

The City needs to enter into an interim agreement with an individual or firm to provide Interim Public Works Director/City Engineer services. The City Manager recommends contracting with NorthStar to provide these services. The current job description for Public Works Director/City Engineer is attached.

The City already has an existing relationship with NorthStar. NorthStar is familiar with City infrastructure and staff. NorthStar also has a broad

range of experience and expertise which the City can draw on. Information regarding NorthStar Engineering's services and staff can be found on the internet: (<http://www.northstareng.com/>). Existing Northstar - City projects include:

- Baker Road Bridge construction supervision.
- State Transportation Improvement Program (STIP) work on the South Main interchange.
- Regional Transportation Planning (RTP).
- NorthStar is on the City's approved "on-call" list of consultants.

It is anticipated that during this interim period Northstar Engineering will be on-site at the City (normally at City Hall but also in the field) a minimum of two days per week (e.g., Tuesday & Thursday). At other times, Northstar staff will be available via telephone, email, etc. Existing employees Vinnie Pagnano (Assistant Engineer) and Scott Miller (Associate Civil Engineer) will be guided/supervised by NorthStar.

In order to allow NorthStar to focus on more traditional Public Works/City Engineer services, during this interim period, it is recommended that the City Manager assume the role of staff to the City Airport Commission (meetings held on second Wednesday at 5:30 PM) and City Parks Commission (meetings held on second Wednesday at 7:00 PM). It is also recommended that the City Manager also assume supervision over the Community Center operations and recreation programs.

During the interim period, the City will conduct a broad search for a permanent Public Works Director/City Engineer.

M/S/C Councilmembers Jones and Jackson to approve the proposed contract with NorthStar Engineering for Interim Public Works Director/City Engineer services.

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

3. RESOLUTION NO. 23-2016; A RESOLUTION OF THE CITY OF RED BLUFF AUTHORIZING MAYOR CLAY PARKER TO EXECUTE THE GRANT AGREEMENT FOR THE AIRPORT IMPROVEMENT PROGRAM (AIP) GRANT NUMBER 3-06-0193-013-2016 (REHABILITATE RUNWAY 15/33)

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

1. Adopt Resolution No. 23-2016 authorizing Mayor Clay Parker to execute the Grant Agreement for the Airport Improvement Program (AIP) Grant Number 3-06-0193-013-2016 (Rehabilitate Runway 15/33).
2. Approve a Supplemental Appropriation into the Airport Revenue Account No. 55-55-060-010, in the amount of \$576,244.00 (the FAA Grant amount plus the State contribution).

3. Approve a Supplemental Appropriation into the Airport Expenditure Account No. 55-55-530-100, in the amount of \$609,783.00 (the construction requirements).

The total construction cost for the Rehabilitate Runway 15/33 Project is estimated at \$609,783.00. The components of this estimate include the contractors bid, consultant fees for inspection and management services and City of Red Bluff Administration costs. These costs are identified as follows:

Contractor's Total Base Bid (Tullis Inc.)	\$490,106.00
Final Coat of Pavement Markings (With Nighttime Application)	\$ 6,450.00
Construction Inspection & Management Services (Mead & Hunt)	\$ 89,777.00
City of Red Bluff Administration Reimbursement @ 4%	\$ 23,450.00
Total Construction Requirements	\$609,783.00

The FAA Grant Agreement offers and agrees to pay for 90% of the allowable costs incurred in accomplishing the project. State funding contributions and the Applicant contributions are established as follows:

Federal @ 90%	\$548,804.00
Applicant @ 5.5%	\$ 33,539.00
State @ 4.5%	\$ 27,440.00

Included within the Attachments at the end of this Report are the Grant Agreement offer and narrative and the Mead Hunt work scope for management and administration services.

Upon the execution of the Grant Agreement, City Staff would bring back to the Council an Agenda Report recommending the award of a Construction Contract for Tullis inc., a Consulting Services Contract for Mead Hunt.

This Airport Grant transaction was not included within the approved City budget for 2016/2017.

To bring about the appropriate Airport Fund allocations a Supplemental Appropriation into the Airport Revenue Fund 55-55-060-010, in the amount of \$576,244.00 (the FAA Grant amount plus the State contribution) will be necessary.

Additionally, a Supplemental Appropriation into the Airport expenditure Fund 55-55-530-100, in the amount of \$609,783.00 (the construction requirements) will be required.

M/S/C Councilmembers Jones and Jackson to:

1. Adopt Resolution No. 23-2016 authorizing Mayor Clay Parker to execute the Grant Agreement for the Airport Improvement Program (AIP) Grant Number 3-06-0193-013-2016 (Rehabilitate Runway 15/33).
2. Approve a Supplemental Appropriation into the Airport Revenue Account No. 55-55-060-010, in the amount of \$576,244.00 (the FAA Grant amount plus the State contribution).

3. Approve a Supplemental Appropriation into the Airport Expenditure Account No. 55-55-530-100, in the amount of \$609,783.00 (the construction requirements).

AYES: Councilmembers Jackson, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: Councilmember Patel (absent)

4. **APPROVAL OF A NEW AND A MODIFIED CLASS SPECIFICATION; SENIOR BUILDING AND GROUNDS MAINTENANCE WORKER AND BUILDING AND GROUNDS MAINTENANCE WORKER**

Chris Hurton, Community Center/Recreation Department Supervisor, reviewed the staff report and provided staff's recommendation that the City Council:

1. Approve the proposed Job Description and Salary Schedule category for a new position: Senior Building and Grounds Maintenance Worker.
2. Approve a supplemental appropriation of \$934.00, into Fund Account 63-63-10 0-100 and \$104.00 into Fund Account 60-60-100-100 in order to provide funding for the filling of this position with the 2016/2017 City Budget.
3. Approve the modified Job Description for the existing position: Building and Grounds Maintenance Worker.

There is not currently a “Senior” Maintenance Worker position within the Community Center support staff, as there is within other City Maintenance Worker groups. Operationally, this leaves a significant void in the management structure at the Community Center.

The Senior Building and Grounds Maintenance Worker would have responsibilities, assisting in maintaining inventory, ordering supplies, inspecting and maintaining equipment, training employees and creating staff schedules. The new Class Specification would also identify the experience required to fulfill those responsibilities.

The proposed salary schedule would be consistent with the Senior Maintenance Worker positions that currently exist within the Parks, Streets, Water and Wastewater Collections departments.

New Position	Beginning	Top
Senior Building and Grounds Maintenance Worker	\$34,250.58	\$41,631.72

Existing Positions	Beginning	Top
Building and Grounds Maintenance Worker	\$31,860.92	\$38,727.26
Senior Public Works Maintenance Worker	\$34,250.58	\$41,631.72
Senior Water System Maintenance Worker	\$34,250.58	\$41,631.72
Senior Wastewater Collection Maintenance Worker	\$34,250.58	\$41,631.72

M/S/C Councilmembers Jones and Jackson to:

1. Approve the proposed Job Description and Salary Schedule category for a new position: Senior Building and Grounds Maintenance Worker.
2. Approve a supplemental appropriation of \$934.00, into Fund Account 63-63-10 0-100 and \$104.00 into Fund Account 60-60-100-100 in order to provide funding for the filling of this position with the 2016/2017 City Budget.
3. Approve the modified Job Description for the existing position: Building and Grounds Maintenance Worker.

AYES: Councilmembers Jackson, Jones and Parker

NOES: Councilmember Schmid

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)

- No meeting

3 Core - *meeting on Friday, September 9th*

Tehama County Transportation Commission -
Met and discussed the Baker Road improvements; transit agency board

Downtown Red Bluff Business Association - *Met and thanked the Public Works for the improvements at the airport; update on the Beef and Brew and discussed the planters that were leaking on Main Street*

Community Action Agency - *meeting on Thursday*

Tehama Economic Development Corporation -
No meeting

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

City Council Agenda

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Tehama County Solid Waste Management Agency
(JPA II) - *No meeting*

Chamber of Commerce - membership is down due to lack of payments; Chamber Dinner will be held September 13th and a Candidates Night will be held the first week of October.

ADJOURNMENT:

There being no further business Mayor Parker adjourned the meeting at 8:20 p.m. until the Meeting of September 20, 2016.

s/ Clay Parker, Mayor

ATTEST:

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