



CITY OF RED BLUFF

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CITY COUNCIL

MINUTES

Date of Meeting: Tuesday, April 1, 2014
Time of Meeting: 7 p.m. Regular Meeting
Place of Meeting: Council Chambers, City Hall
555 Washington Street
Red Bluff, CA 96080

Councilmembers Present: Daniele Jackson, Mayor
Ray Eliggi, Mayor Pro Tem
Wayne Brown
Clay Parker
Rob Schmid

Councilmembers Absent: None

Staff Present: Rick Crabtree, City Manager/City Attorney
Cheryl Smith, Deputy City Clerk
Paul Nanfito, Police Chief
Scot Timboe, Interim Community Development Director
Sandy Ryan, Finance Director
Bruce Henz, Public Works Director
Jon Bennett, Fire Chief
Vi Cobb, Human Resources Analyst II

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Mayor Jackson commented that it was City Manager Rick Crabtree's 2 year anniversary as City Manager for the City of Red Bluff.

PRESENTATION:

PRESENTATION – EMPLOYEE LONGEVITY RECOGNITION

Mayor Jackson presented a certificate to Lieutenant Dan Flowerdew for his 25 years of service to the City of Red Bluff.

Lieutenant Flowerdew thanked the City Council for allowing him to serve the City of Red Bluff.

Bruce Henz, Public Works Director, accepted the certificate for John Hacker who was unable to attend the meeting. Mr. Hacker has been with the City for 35 years and is currently the Senior Maintenance Mechanic.

Councilmember Parker commended Mr. Hacker on his commitment to taking extremely good care of the City's vehicles.

PROCLAMATIONS:

POLICE COMMUNICATIONS DISPATCHERS WEEK

Councilmember Parker read and presented the proclamation to Cindee Spurgeon, Police Records and Communications Manager.

WEEK OF THE YOUNG CHILD

Councilmember Brown read and presented the proclamation to Cynthia Cook. Ms. Cook thanked the City Council for the proclamation and invited everyone to the Children's Faire which would be held on April 26th.

CHILD ABUSE PREVENTION MONTH

Mayor Jackson read and presented the proclamation to Mike Lewis. Mr. Lewis thanked the City Council and provided information on the program.

DRESS WESTERN WEEK

Mayor Pro Tem Eliggi read and presented the proclamation to David Ramelli, Red Bluff Round-Up Association President. Mr. Ramelli thanked the City Council and reported that the Round-Up had grown into a weeklong event.

CONSENT AGENDA:

Councilmember Parker requested that item 4 be pulled.

M/S/C Councilmembers Brown and Eliggi to approve the remainder of the Consent Agenda.

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

NOES: None

ABSENT OR NOT VOTING: None

1. APPROVAL OF MINUTES

a. **March 4, 2014**

b. **March 18, 2014**

Approved 5-0-0

2. ORDINANCE NO. 1030; AN ORDINANCE OF THE CITY OF RED BLUFF ENACTING A TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE STATE BOARD OF EQUALIZATION, SUBJECT TO ADOPTION BY THE ELECTORATE

Recommendation:

That the City Council waive the second reading and adopt Ordinance No. 1030; An Ordinance of the City of Red Bluff enacting a transactions and use tax to be administered by the State Board of Equalization, subject to adoption by the Electorate.

The need for the proposed sales tax increase (.25%) Public Safety Services is confirmed in the Police Department annual 2013 report and in materials previously provided by the Fire Department. The Parks and Recreation Commission have also expressed the need for additional revenue in order to sustain the City's current level of recreational programs.

Approved 5-0-0

3. ACCEPTANCE AND RELEASE OF RETAINAGE FOR THE WELL HOUSE 12 RESTORATION PROJECT, AIRPORT BLVD.

Recommendation:

That City Council approve the final contract amount of **\$12,905.00**, accept the completed improvements, direct staff to file a notice of completion, release the retainage after 30 days and begin the one year warranty period for the project.

Fire damaged the Well house Roof. The Fire was caused by a traffic incident and an insurance claim has been filed through York Risk Services Group against the at-fault driver's insurance Company.

The Well House 12 Roof repair is complete and all work is acceptable to the Public Works Director. The work was completed by **SafeCon Inc.** on budget, with a final project cost payment of \$12,905.00.

Approved 5-0-0

4. CONTRACT AWARD FOR THE 1840 AIRPORT BOULEVARD ROOF RESTORATION PROJECT

Action Item

Recommendation:

That the City Council the award of a contract to **Runnings Roofing**, in the amount of **\$22,800.00**, for the reroofing of the City hanger located at 1840 Airport Blvd.

The roof over a City owned hanger building at the Red Bluff Airport has been in disrepair for several years. It was temporarily repaired by City maintenance personnel last year. Since the temporary repair, the roof has continued to degrade and was subject to additional wind damage this spring. The funds for this repair are available within the currently budgeted authorization for Airport Building Upgrades (55-55-520-101). The Engineers estimate for this work was \$20,500.00.

Councilmember Parker requested and received clarification on the bid process and the bids received.

Bruce Henz, Public Works Director, explained that the project had bid previously and the bids were lower, but the low bidder could not proceed and the project was rebid, which resulted in higher bids.

M/S/C Councilmembers Parker and Brown to award the contract to Runnings Roofing, in the amount of \$22,800.00, for the reroofing of the City hanger located at 1840 Airport Blvd.

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

NOES: None

ABSENT OR NOT VOTING: None

CURRENT BUSINESS:

1. RESOLUTION NO. 8-2014; PROHIBITING PARKING AND AUTHORIZING STREET CLOSURES ON APRIL 12, 2014 FOR THE CHILI COOK OFF ROUND-UP WEEK KICK-OFF

Scot Timboe, Interim Community Development Director, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 8-2014 to authorize street closures and closure of a public parking lot (APN 29-382-05) for the Round-Up Week Kick-Off Festivities (Chili Cook off).

The Chamber of Commerce is requesting the closure of the downtown areas of Pine Street (between Main and the Alley West of Washington Streets) and Washington Street (between Oak and Walnut Streets) along with the closure of the adjacent public parking lot on Saturday, April 12, 2014 from 6:00 a.m. to 4:00 p.m. for numerous activities and entertainment as part of the Round-Up Week Kick-Off festivities.

Mayor Jackson commented that she like the new forms being used and requested clarification on the times listed on the alcohol permit.

Chief Nanfito explained that the added time was to allow those who had purchased drinks to be in compliance.

M/S/C Councilmembers Parker and Brown to adopt Resolution No. 8-2014; prohibiting parking and authorizing street closures on April 12, 2014 for the Chili Cook Off Round-Up week Kick Off activities.

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

NOES: None

ABSENT OR NOT VOTING: None

2. RESOLUTION NO. 9-2014; PROHIBITING PARKING AND AUTHORIZING STREET CLOSURES; ROUND-UP PARADE

Scot Timboe, Interim Community Development Director, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 9-2014 prohibiting parking and adopting street closures in the staging area and on the parade route.

With the Annual Round-Up Parade scheduled for April 19, 2014, a resolution is necessary prohibiting parking on Main Street (between Walnut and Ash Streets), on Walnut Street (between Main and Madison Streets), on Madison Street (between Walnut and Elm Streets) and closing the streets as necessary on that date.

Councilmember Parker requested and received clarification that the resolution had been corrected to read Elm Street from Oak Street for the parade staging area.

Councilmember Parker stated that he had heard that there might be a dance held on April 18th and questioned if this was correct.

City Manager Rick Crabtree stated that there was no dance scheduled for the Cone Kimball Corner.

Mr. Timboe stated that there was a group that was trying to have a dance on Main Street, but were unable to raise the funds needed.

M/S/C Councilmembers Brown and Eliggi to adopt Resolution No. 9-2014; prohibiting parking and authorizing streets closures for the Round-Up Parade.

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

NOES: None

ABSENT OR NOT VOTING: None

3. TRANSFER OF RESPONSIBILITY FOR MOBILEHOME PARK ENFORCEMENT; ORDINANCE NO. 1031 AMENDING CHAPTER 5 OF THE RED BLUFF CITY CODE

Scot Timboe, Interim Community Development Director, reviewed the staff report and provided staff's recommendation that the City Council waive the first reading and introduce Ordinance No. 1031, an Ordinance authorizing the cancellation of Assumption of Enforcement responsibility for the Mobilehome Parks Act and the Special Occupancy Park Act.

The City has notified HCD of our intent to transfer said authority back to HCD. The Community Development Departments enterprise fund currently collects approximately \$4,800 annually in operating fees from the various mobilehome parks. These fees are collected from 6 parks that collectively serve 442 lots. The operating fees collected do not offset the costs of the annual inspections nor the related staff time. The City must remit the fees collected for the 2014 calendar year back to HCD, which would be approximately \$4,795.50.

M/S/C Councilmembers Parker and Eliggi to waive the first reading and introduce Ordinance No. 1031, an Ordinance authorizing the cancellation of Assumption of Enforcement responsibility forth Mobilehome Parks Act and the Special Occupancy Park Act.

AYES: Councilmembers Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

4. MOVING ACCOUNT CLERK TEMPORARY FULL-TIME TO PERMANENT FULL-TIME

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council authorize changing the temporary Account Clerk position to a permanent position.

The City has had a part-time temporary Account Clerk position at the front counter for approximately six years. This position has been staffed through a temporary agency. The City recently made this position full time, and split this position between water/sewer and finance departments. The additional help in the water/sewer departments is to assist with the additional work load associated with providing courtesy calls to customers who are in jeopardy of getting their water turned off due to non-payment. This position has also helped with minimizing delinquent accounts for customers who have moved out of the city, and improving collections of accounts sent to collection.

In order to make this transition cost neutral to the general fund, this position will be funded 50% finance department, 25% sewer department, and 25% water department. This will result in an increase to current costs for the water and sewer departments of approximately \$4,000 each, per year. Staff feels this increase is justified due to the increased workload in the water/sewer departments, and the improvement in collections.

Mayor Jackson requested and received clarification on the cost allocation for the position.

M/S/C Councilmembers Brown and Parker to authorize changing the temporary Account Clerk position to a permanent position.

AYES: Councilmembers Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

5. ANNUAL FIRE DEPARTMENT BOOT DRIVE FUNDRAISER

Jon Bennett, Fire Chief, provided an informational update on the annual Fire Department Boot Drive Fundraiser scheduled for April 18th.

2014 will mark the 12th year that the Red Bluff Volunteer Fire Department has conducted the annual 'Boot Drive' fund raiser to support the Red Bluff Volunteer Fire Department and the local fight against cancer in conjunction with American Cancer Society's Relay for Life. To date, the Volunteers have raised over \$95,000.00 for the American Cancer Society. This event will be held on Friday April 18, 2014 at the intersection of South Main Street and Luther Road.

STAFF ITEMS:

Chief Nanfito stated that he would not be in attendance at the April 15th meeting as he would be attending a fund raising event at the Fairground for the Police Canine Unit.

Councilmember Parker reported that Chief Nanfito had just started a new VIP's academy with 3 prospects.

COMMITTEE REPORTS/COUNCIL COMMENTS:

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

Local Agency Formation Commission (LAFCO) – *meeting April 9th*

3 Core – *meeting April 23rd*

Tehama County Transportation Commission – *meeting April 29th*

Downtown Red Bluff Business Association – *meeting April 16th*

Community Action Agency – *met and discussed budget, which has increased to over 1 million dollars*

Tehama Economic Development Corporation – *meeting April 23rd*

Tehama County Sanitary Landfill JPA I – *met on March 19th – discussed new office, cost and funding*

Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II – *meet April 8th for an open house*

Tehama County/City of Red Bluff Landfill Management Agency JPA II – *meet April 8th with an open house*

ADJOURNMENT:

There being no further business Mayor Jackson adjourned the meeting at 7:43 p.m. until the meeting of April 15, 2014.



Daniele Jackson, Mayor

ATTEST:



Cheryl Smith, Deputy City Clerk