



# CITY OF RED BLUFF

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## CITY COUNCIL

### MINUTES

**Date of Meeting:** Tuesday, April 18, 2017  
**Time of Meeting:** 7 p.m. Regular Meeting  
**Place of Meeting:** Council Chambers, City Hall  
555 Washington Street  
Red Bluff, CA 96080

**Councilmembers Present:** Gary Jones, Mayor  
Daniele Jackson, Mayor Pro Tem  
Rob Schmid  
Amanda Jenkins  
Clay Parker

**Councilmembers Absent:** None

**Staff Present:** Rick Crabtree, City Manager/City Attorney  
Robin Kampmann, Public Works Director  
Kyle Sanders, Police Chief  
Sandy Ryan, Finance Director  
Ray Barber, Fire Chief  
Cassidy DeRego, City Clerk  
Donna Gordy, City Treasurer

### PLEDGE OF ALLEGIANCE:

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

### CITIZEN'S COMMENT:

Pastor Scott Camp provided a prayer for those in attendance.

Scott Camp provided a recommendation to the City Council that a committee be formed to help prioritize street repairs within the City of Red Bluff. He recommends that the committee consist of two councilmembers, two city staff members, and two citizens.

Bob Moore, Airport Commissioner, gave an update on items happening at the Airport. Ground school will be starting On May 3, 2017 at the Airport.

Mr. Moore stated that there is a helicopter company that is conducting "running landings," which is causing damage to the runway. They will be sending a letter to the company to ask them not to use the runway for these types of landing and instead they should be using the dirt area.

Councilmember Schmid requested clarification if it was discussed that the City of Red Bluff adopt an ordinance banning these types of landings at the Red Bluff Airport.

Mr. Moore confirmed that it was discussed, but it had not been placed on the agenda for the Airport Commission.

Rick Crabtree, City Manager, requested that the contact information for the companies performing these types of landings be emailed to him.

Councilmember Jackson requested clarification on who puts the agenda items together.

Robin Kampmann, Public Works Director, stated that it was Anita Rice and now it will be her replacement.

Mr. Crabtree gave the recommendation that all of the companies be contacted directly to discourage them from doing these types of landings on the runway.

Councilmember Jackson requested clarification if the item can be placed on the agenda for the next Airport Commission meeting.

Mr. Moore confirmed that yes the item will be placed onto the Agenda for the next Airport Commission meeting.

## **PROCLAMATIONS:**

### **1. Child Abuse & Neglect Prevention & Awareness Month**

Mike Lindsey and Diane Sugarman read the proclamation for Child Abuse and Neglect Prevention and Awareness Month. Mayor Jones presented the signed proclamation to Mike Lindsey and Diane Sugarman.

### **2. Tehama County Peace Officers" Memorial Day**

Lieutenant Lou Aviles, California Highway Patrol, read the proclamation for Tehama County Peace Officers Memorial Day. Mayor Jones presented the signed proclamation to Lieutenant Lou Aviles-CHP, California Highway Patrol.

### **3. National Alcohol Awareness Month**

Julia Thornburg read the proclamation for National Alcohol Awareness Month. Mayor Jones presented the signed proclamation to Julia Thornburg.

## **CONSENT CALENDAR:**

Councilmember Schmid asked that items 1 and 2 be pulled for discussion.

M/S Councilmembers Jackson and Jenkins to approve the remaining item (2) on the consent agenda.

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

NOES: None

ABSENT OR NOT VOTING: None

### **1. Approval of Meeting Minutes**

March 21, 2017

April 4, 2017

Councilmember Schmid requested that the name Duane Hoss under Citizen Comments on page 2 of the March 21, 2017 minutes be corrected to Duane Haase.

Councilmember Parker confirmed that this change had been made.

M/S Councilmembers Schmid and Jenkins to approve the March 21, 2017 and April 4, 2017 minutes with this correction.

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

NOES: None

ABSENT OR NOT VOTING: None

### **2. Open Market Purchase / Contract Awards**

#### **Recommendation:**

It is recommended that the City Council accept the open market purchases and contract awards for March 2017.

Councilmember Schmid requested and received clarification on the funds for the Dismount and Mount of 8 Tires for the Red Bluff Fire Department.

Councilmember Schmid requested and received clarification on the License Plate Reader for the Red Bluff Police Department.

M/S Councilmember's Schmid and Jackson to accept the open market purchases and contract awards for March 2017.

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

NOES: None

ABSENT OR NOT VOTING: None

### 3. Approval of the March Warrant List

#### Recommendation:

It is recommended that the City Council approve Check Warrant No. 86504 through 86753 dated March 1, 2017 through March 31, 2017.

5-0-0

#### CURRENT BUSINESS:

### 1. Acceptance of the Completed Improvements for the City Hall Mechanical Room Asbestos Abatement

It is recommended that the City Council accept the completed improvements for the City Hall Mechanical Room Asbestos Abatement Project and direct staff to file a notice of completion and release the project retention in the amount of **\$535.00 to PARC Specialty Contractors.**

The City Hall Mechanical Room Asbestos Abatement Project removed all hazardous materials and prepared the area for the chiller and boiler replacement project. The total project cost was \$10,700.00.

With approval of the City Council Action, the retention amount of \$535.00 will be released to PARC Specialty Contractors. There were no subcontractors for this project.

Councilmember Schmid asked if all other items are ready for the installation of the boiler and chiller.

Robin Kampmann, Public Works Director, confirmed that everything is ready for the installation of the boiler and chiller.

M/S Councilmembers Jackson and Jenkins to accept the completed improvements for the City Hall Mechanical Room Asbestos Abatement Project and directs staff to file a notice of completion and release the project retention in the amount of \$535.00 to PARC Specialty Contractors.

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

NOES: None

ABSENT OR NOT VOTING: None

### 2. Hazard Mitigation Plan (MJHMP)

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288), requires State, Tribal, and local governments to develop a hazard mitigation plan that identifies potential long- and near-term hazards to their respective communities. Identification of local hazards within the plan allows for communities to apply for grants through the Hazard Mitigation Assistance program to make improvements or reduce potential damages or losses from future disaster events. The current 2012 Hazard Mitigation Plan is in need of an update as it will expire in October of this year. Fiscal support of the update was through FEMA and Cal OES grant funding to Tehama County.

Tehama County is the Lead Agency of the Plan and update, with the cities of Red Bluff, Corning, and Tehama participating in the update process. As with previous MJHM plans and updates, the previous Public Works Director has pledged the City's assistance and participation.

Hazard mitigation is the use of long-term and near-term actions to reduce the loss of life, personal injury, and property damage that can result from a disaster. It involves planning efforts, policy changes, programs, capital projects, and other activities that may mitigate the impacts of hazards. The current plan can be found at <http://www.tehamacountypublicworks.ca.gov/Flood/> for review. The 2017 MJHMP update will cover major natural hazards that pose risks to County/City infrastructure and residents. With identification of the potential risks in the plan, the participating communities may apply for grants that may fund prescriptive actions prior to an event, and non-emergency repairs required after an event. Some of the preliminary identified hazards include, but are not limited to, flood, fire, drought, dam/levee break, volcano, and climate change.

Staff from the participating communities selected the Planning Consultant firm Dynamic Planning + Science (DP+S) from a field of applicants to facilitate the update. Their staff has completed Hazard Plans for Shasta Lake City, Plumas County, Napa County, Solano County and several more. Their approach couples stakeholder participation to create a plan that not only public officials can utilize, but also provides information of local hazard awareness for the public. Outreach information and programs are proposed through multi-media avenues with their first implementation being the website <http://www.mitigatehazards.com/tehama-hmp> as well as open house.

City Staff that will be participating in various capacities on the Planning Committee include City Manager Rick Crabtree, Public Works Director Robin Kampmann, Associate Engineer R. Scott Miller, Community Development Director Scott Friend, Police Chief Kyle Sanders, Fire Chief Ray Barber, Water Lead Marvin Eckels, and Waste Water Collection Lead Don Brown. For the Public involvement aspect, we will be reaching out to four select community members as additional stakeholders.

Councilmember Schmid requested clarification if this is required by law.

R. Scott Miller, Associate Civil Engineer, confirmed that yes it is a requirement.

Councilmember Schmid requested confirmation that this is being handled primarily by Tehama County.

Mr. Miller confirmed that yes it is being handled by Tehama County.

Councilmember Schmid requested clarification if this also includes other cities within Tehama County.

Mr. Miller confirmed that yes it does include the other cities within Tehama County.

Councilmember Schmid asked if this would cover the city legally and if it allows the city to utilize grants in the future.

Mr. Miller confirmed that yes it would.

Councilmember Schmid asked what items had been identified as hazards within the City of Red Bluff.

Mr. Miller stated flooding, past hazard spills, and clearing stream debris to prevent flooding were the main items identified.

### **3. Police VHF Base Station Radio Antenna**

It is recommended that the City Council authorize Public Works staff to advertise for proposals on behalf of the Police Department to obtain competitive bids for the replacement of the base station radio antenna.

The police department's current radio antenna is considered to be at "end of life" and should be replaced. The estimated cost for replacement is approximately \$18,000.00-\$19,000.00. An RFP is required to proceed with this project.

The police department's current radio antenna is considered to be at "end of life" and should be replaced. Homeland Security Grand funds in the amount of \$31,500.00 have been budgeted in this current fiscal year's budget for the this project and the purchase of evidence management software/hardware. The evidence management software/hardware project was completed 03/03/2017 at a cost of \$12,180.00 leaving a balance of \$19,320.00 to replace the radio antenna. The competitive bid process is required to obtain bids from qualified vendors. Once the bidding process is complete, staff will return to Council to seek authorization to award the bid.

Mayor Pro Tem Jackson requested clarification on why Public Works is advertising the bid on the behalf of the Police Department.

Kyle Sanders, Police Chief, stated that Public Works does the advertising regularly and was familiar with the process.

Robin Kampmann, Public Works Director, stated that the antenna will be on the City building so it made sense to collaborate.

Councilmember Schmid asked how long ago the original estimate was obtained.

Chief Sanders stated that it was at least six months ago.

M/S Councilmembers Parker and Jenkins to authorize Public Works staff to advertise for proposals on behalf of the Police Department to obtain competitive bids for the replacement of the base station radio antenna.

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

NOES: None

ABSENT OR NOT VOTING: None

### **STAFF ITEMS:**

Staff updates/Reports

Robin Kampmann, Public Works Director, gave an update that the City of Red Bluff has elected to participate in a program offered by PGE to replace the existing sodium vapor streetlight bulbs to LED light bulbs. Only the streetlights managed by PGE are being replaced; currently, they have replaced 422 sodium vapor bulbs and will complete the remaining 15 bulbs April 19, 2017. It is estimated that this should save the City of Red Bluff \$6,000 annually.

Kyle Sanders, Police Chief, reminded everyone that there will be a K9 fundraiser on May 6, 2017, dinner will be at 5 PM with an auction to follow at 7 PM; the entrance fee is \$15.00.

#### **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 April 14, 2017, discussed broadband expansion**
- Tehama County Transportation Commission - **No Meeting**
- Downtown Red Bluff Business Association - **No Meeting**
- Community Action Agency - **Next meeting April 20, 2017 3 PM at 727 Oak Street**
- Tehama Economic Development Corporation - **No Meeting**
- Executive Committee - Tehama County Solid Waste Management Agency - **No Meeting**
- Tehama County Solid Waste Management Agency (JPA II) - **No Meeting**
- Chamber of Commerce - **No Meeting**
- Ground Water Commission - **Next Meeting April 26, 2017**

Rick Crabtree, City Manager, confirmed that all Councilmembers who are able to attend have signed up for the Rodeo Parade being held on Saturday April 22, 2017.

Councilmember Schmid stated that the Budget Committee had made a tentative decision on the airport lease for the Fixed Base Operator (FBO), Cardan Aircraft Services.

Mr. Crabtree stated that the proposed lease agreement had been given to the FBO.

#### **ADJOURNMENT:**

There being no further business Mayor Jones adjourned the meeting at 7:46 p.m. until the meeting of May 2, 2017 at the Red Bluff City Council Chambers.

  
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Gary Jones, Mayor

ATTEST:

  
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Cassidy DeRego, City Clerk  
City Council Minutes