



# CITY OF RED BLUFF

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## CITY COUNCIL

### MINUTES

**Date of Meeting:** Tuesday, April 21, 2015  
**Time of Meeting:** 6:30 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  
Daniele Jackson, Mayor Pro Tem  
Rob Schmid  
Gary Jones  
Suren Patel

**Councilmembers Absent:** None

**Staff Present:** Rick Crabtree, City Manager/City Attorney  
Cheryl Smith, Deputy City Clerk  
Sandy Ryan, Finance Director  
Kyle Sanders, Acting Police Chief  
Ray Barber, Fire Chief  
Bruce Henz, Public Works Director  
Vi Cobb, Human Resources Analyst II  
Jo Anna Lopez, City Clerk

### CLOSED EXECUTIVE SESSION:

#### 1. **PUBLIC EMPLOYEE APPOINTMENT (Police Chief) (Government Code §54957)**

Mayor Parker reported that the City Manager had provided information on the Police Chief.

**PLEDGE OF ALLEGIANCE:**

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

**CITIZEN'S COMMENT:**

Pastor Scott Camp provided a short prayer for the City Council and those in attendance. He thanked the Mayor for his monthly meetings for the public and encouraged others to also have public meetings.

Steve Albon, Crown Nursery, expressed his concerns with the Transient Occupancy Tax code as written and asked the City Council to review the ordinance on TOT and to also look at what neighboring cities do with their TOT.

Councilmembers Schmid and Jackson requested and received clarification on the TOT ordinance.

Bob Moore, Airport Commission Chairperson, reported on the recent Airport Commission meeting and the use of goats at the airport for control of the dry grass surrounding the runways.

Mayor Pro Tem Jackson expressed her concerns with meetings scheduled during the day. Since the Council is elected to serve the people and there are 5 members on Council and the majority of the Council work during the day, we need to work on scheduling meetings to accommodate all of Council. She stated that she feels she is being excluded from the meetings during the day and not being able to do the job she was elected to do.

**PROCLAMATION:**

**TEHAMA COUNTY PEACE OFFICERS MEMORIAL DAY**

**Lt. Lou Aviles**

Mayor Parker read and presented the Proclamation to Lt. Lou Aviles.

Lt. Lou Aviles thanked the City Council for the Proclamation and invited everyone to attend the Peace Officers Memorial on May 13<sup>th</sup> at the Bethel Church.

**PRESENTATION:**

**PRESENTATION - EMPLOYEE LONGEVITY RECOGNITION**

Mayor Parker presented Vi Cobb with a certificate for 15 years of service with the City.

## **F. CONSENT AGENDA:**

Councilmembers Schmid and Jackson requested that items 2 and 3 be pulled for clarification.

### **1. APPROVAL OF MINUTES**

**April 7, 2015**

M/S/C Councilmembers Jackson and Schmid to approve the April 7, 2015 minutes as written.

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

NOES: None

ABSENT OR NOT VOTING: None

### **2. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS - MARCH 2015**

**Recommendation:** That the City Council accepts the open market purchases and contract awards for March of 2015.

City Council accepts open market purchases and contract awards on a monthly basis.

Councilmembers Jackson, Patel and Schmid requested and received clarification on the payment to Para Trax and repairs made to a Fire Engine.

M/S/C Councilmembers Schmid and Jackson to accept the open market purchases and contract awards for March of 2015.

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

NOES: None

ABSENT OR NOT VOTING: None

### **3. APPROVAL OF WARRANT LIST**

**Recommendation:** That the City Council approve Check Warrant No. 80802 through 81028 dated March 1, 2015 through March 31, 2015.

This is a normal procedure per California Government code section 41004 and General Warrants need to be approved by the City Council regularly.

Councilmembers Jackson and Schmid requested and received clarification on various items on the warrant list.

M/S/C Councilmembers Jackson and Schmid to approve Check Warrant No. 80802 through 81028 dated march 1, 2015 through March 31, 2015.

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

NOES: None

ABSENT OR NOT VOTING: None

**CURRENT BUSINESS:**

**1. RESOLUTION NO. 6-2015; A RESOLUTION OF THE CITY OF RED BLUFF IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT**

Ray Barber, Fire Chief, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 6-2015, a resolution of the City of Red Bluff identifying the terms and conditions for Fire Department response away from their official duty station and assigned to an emergency incident.

The California Fire Assistance Agreement in 2015 was re-written and now requires departments that want to be paid portal to portal to provide their annual rate letter and a resolution passed by council/ board stating how the responding personnel will be paid.

M/S/C Councilmembers Jackson and Jones to adopt Resolution No. 6-2015, a resolution of the City of Red Bluff identifying the terms and conditions for Fire Department response away from their official duty station and assigned to an emergency incident.

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

NOES: None

ABSENT OR NOT VOTING: None

## **2. CITY OF RED BLUFF BOATING FACILITY, PHASE 1 CONSTRUCTION IMPROVEMENT PROJECT**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council:

1. Authorize the award of a contract for construction improvements to the New Empire Aggregate; DBA - R. K. Ricks Construction in the amount of \$109,510.00 for the improvements included within the Red Bluff River Park Boat Launch Facility Repair and Modification Program, Phase 1.
2. Adopt Resolution No. 9-2015 authorizing the Grant management and funding of the Red Bluff River Park Boat Launch Facility Repair and Modification Program, Phase 1.

The process for the repair, reconstruction and eventual replacement of the boat launch facilities at the City's River Park has been proceeding for several years. Grant funding has been authorized for the design, permitting, environmental analysis and construction costs necessary for the improvements that are envisioned for the ultimate project. The authorization that is being requested herein will provide for the construction of the first phase of the ultimate improvements, an interim rehabilitation of the existing ramp that will allow for the restoration of a reasonable public access to the river. The permits and authorizations necessary for the construction of the Phase 1 portion of the project have been obtained.

The funding agreement for the Phase 1 project Grant will provide for a repayment/reimbursement of not more than \$209,000.00 in costs incurred by the City for the completion of the project. The finalized construction bid for the project has come in \$13,344.00 above the budget allocated within the Phase 1 grant. To complete the project the City of Red Bluff is being required commit as necessary, an additional contribution of up to \$13,344.00 to augment the funding amount from the Department of Boating and Waterways.

M/S/C Councilmembers Jackson and Schmid to:

1. Authorize the award of a contract for construction improvements to the New Empire Aggregate; DBA - R. K. Ricks Construction in the amount of \$109,510.00 for the improvements included within the Red Bluff River Park Boat Launch Facility Repair and Modification Program, Phase 1.
2. Adopt Resolution No. 9-2015 authorizing the Grant management and funding of the Red Bluff River Park Boat Launch Facility Repair and Modification Program, Phase 1.

AYES: Councilmembers Jackson, Jones, Parker, Patel and Schmid  
NOES: None  
ABSENT OR NOT VOTING: None

### **3. SUPPLEMENTAL APPROPRIATION FOR COMP LEAVE PAYOUT**

Rick Crabtree, City Manager/City Attorney, reviewed the staff report and provided staff's recommendation that the City Council approve a supplemental appropriation to the Police Department comp leave account (11-33-125-100) in the amount of \$84,690.00.

When employees leave City employment, the City is required to compensate the departing employee for all accrued leave balances except sick leave. For budgeting, the City normally allocates 10-25% of the department's accrued comp. leave balance for each fiscal year. Usually, this estimate is adequate to meet the payouts of accrued leave necessitated by the departure of department employees.

The 2014/2015 Budget allocated \$60,000 to Police Department accrued comp leave payouts. Unfortunately, this year's budget has already been exhausted due to the payouts associated with the prior departure of three (3) Police Department employees.

Police Chief Nanfito has announced his retirement effective May 15, 2015. A supplemental appropriation is necessary in order to cover the required accrued leave payment.

M/S/C Councilmembers Jackson and Schmid to approve a supplemental appropriation to the Police Department comp leave account (11-33-125-100) in the amount of \$84,690.00.

AYES: Councilmembers Jackson, Jones, Parker, Patel and Schmid  
NOES: None  
ABSENT OR NOT VOTING: None

### **4. AIRPORT RESTAURANT REHABILITATION PROJECT**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorize the Public Works Director to advertise for a Construction Bid Proposal for the Airport Restaurant Rehabilitation Project and prepare a contract for the project's award.

The airport restaurant facilities have deteriorated over the years to a point where they are no longer suitable for permitted restaurant operations. Numerous health and operational issues have made the rehabilitation of the Airport Restaurant an imperative if a restaurant is to continue to operate at the airport.

Construction Plans and the necessary materials and equipment specifications have been prepared for a Restaurant Rehabilitation Project. Receiving construction and equipment bids for the project will verify that the estimated funding for the required improvements is adequate.

With the verification of the project costs, a future Staff Report will be prepared and brought back to the City Council to request a funding appropriation and authorization for a Contract award.

The future funding for the Improvements would be appropriated from the Airport Fund (Fund 55 / Dept. 55) and the Airport Improvement Fee Fund (Fund 57 / Dept. 55).

Bob Moore, Airport Commission Chairperson, provided additional information on the restaurant rehab for ADA compliance.

M/S/C Councilmembers Schmid and Jackson to authorize the Public Works Director to advertise for a Construction Bid Proposal for the Airport Restaurant Rehabilitation Project with the corrections noted on the bid proposal and prepare a contract for the project's award.

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

NOES: None

ABSENT OR NOT VOTING: None

## **5. POLICE DEPARTMENT'S 2014 ANNUAL REPORT**

Kyle Sanders, Acting Police Chief, provided an informational review of the Police Department's 2014 Annual Report.

The annual report serves as a one year review of some of the Police Department's annual activities over a calendar year. The report provides information and data that will provide knowledge to staff, City leaders and the community at large. The report can be utilized as a tool for historical comparison as well as documentation of key changes or events. The annual report is made available to the public at the front counter of the Police Department as well as on the Police Department's website ([www.rbpd.org](http://www.rbpd.org)).

### **STAFF ITEMS:**

Rick Crabtree, City Manager, asked that the City Council consider moving the meeting of June 16<sup>th</sup> to June 23<sup>rd</sup> due to various staff vacations. He will bring back a staff report at the next meeting.

**COMMITTEE REPORTS/COUNCIL COMMENTS:**

Local Agency Formation Commission (LAFCO) - met April 8<sup>th</sup> and discussed municipal agreements

3 Core - no meeting

Tehama County Transportation Commission - meeting April 23<sup>rd</sup>

Downtown Red Bluff Business Association - no quorum, did provide background to those in attendance on a proposed prayer parade and received an update from Dick Muench on AB 109

Community Action Agency - meeting cancelled

Tehama Economic Development Corporation - meeting cancelled

Tehama County Sanitary Landfill JPA I - no meeting

Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II - no meeting

Tehama County/City of Red Bluff Landfill Management Agency JPA II - no meeting

Chamber of Commerce - meeting cancelled due to the Round Up

Mayor Parker reported that there were eight (8) citizens that attended his first Mayor's meeting, which are held the 2<sup>nd</sup> Monday of every month.

Councilmember Schmid expressed his concern with meeting schedules and that staff needs to schedule meetings when Councilmembers can attend.

Mayor Parker stated that there would always be conflicts with the scheduling of meetings.

**ADJOURNMENT:**

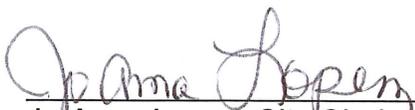
There being no further business Mayor Parker adjourned the meeting at 8:24 p.m. until the meeting of May 5, 2015.



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Clay Parker, Mayor

ATTEST:



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JoAnna Lopez, City Clerk