



# 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, April 4, 2017  
**Time of Meeting:** 7:00 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  
Cassidy DeRego, City Clerk

### CLOSED EXECUTIVE SESSION:

PUBLIC EMPLOYEE PERFORMANCE REVIEW  
Title: City Manager (Government Code Section 54957)

Mayor Jones reported that during closed session, direction was given to staff.

### 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.

**PROCLAMATIONS:**

**1. Police Communication Dispatcher's Week**

Kyle Sanders, Police Chief, read and presented the proclamation for Police Communications Dispatch Week.

**2. Dress Western Week**

Mayor Jones read and presented the Dress Western Week Proclamation to John Trede.

**3. Sexual Assault Awareness Month (SAAM)**

Mayor Jones read and presented the Sexual Assault Awareness Month Proclamation to Rachelle Gould.

**CONSENT AGENDA:**

M/S Councilmembers Jackson and Parker to approve item 1 on the consent agenda.

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

NOES: None

ABSENT OR NOT VOTING: None

**APPROVAL OF MEETING MINUTES**

**1. March 7, 2017**

5-0-0

**CURRENT BUSINESS:**

**1. APPOINTMENT OF PLANNING COMMISSIONER**

Rick Crabtree, City Manager reviewed the staff report and provided the staff's recommendation that the City Council make an appointment to fill the current vacancy on the Planning Commission from the applications received.

The Planning Commission has one appointment that runs from 1/1/2017 to 12/31/2019. The vacancy was re-advertised in December 2016 for 3 consecutive weeks with no application submittals. It was again re-advertised in February 2017 resulting in 2 application submittals; Candidates Gerry Reyes and Noel Bookout.

Mr. Reyes stated that he has been serving on the Parks and Recreation Commission for 4 years and he is interested in transferring over to the Planning Commission. He stated that he has also worked 8 years for Kings County and prior to that, 20 yrs as a traffic investigator. He worked directly with the public at Kings County and liked the interaction and helping people.

Councilmember Schmid requested clarification on his experience with explaining specifics with members of the public.

Mr. Reyes stated that he has extensive experience with explaining and helping the public and he enjoys helping people to understand the laws and regulations.

Noel Bookout stated that she has been part of the Red Bluff community her entire life. She retired from the county a few years ago and since then has worked for two non-profit organizations. She wants to get back involved with the planning side of things again.

Councilmember Schmid requested clarification if her past experience at the County has drawn her to this position.

Ms. Bookout confirmed that yes it has.

Councilmember Schmid stated that he feels a person with this type of experience could be valuable.

Ms. Bookout stated that she feels she could. She has knowledge of the planning experience and truly wants to the public. She stated that she enjoys walking people through the paperwork and making sure, they understand processes from start to finish.

M/S Council members Parker and Jenkins to appoint Gerry Reyes as the Planning Commissioner.

AYES: Councilmembers Jackson, Jenkins, Jones, Parker

NOES: Schmid

ABSENT OR NOT VOTING: None

## **2. GREEN WASTE RECYCLING/STREET SWEEP**

It is recommended that the City Council receive an update from Green Waste of Tehama personnel. At a recent City Council meeting, some questions were raised regarding available Commercial Recycling services from Green Waste. In addition, there were some questions regarding the street sweeping program operated by Green Waste within the City. Amanda Garrett has been invited to address these issues and provide other information as appropriate.

Amanda Garrett gave an overview of Green Wastes policies around commercial recycling. She stated that they have a variety of recycling receptacles available, that range from a small blue can go up to an 8 yard dumpster.

Ms. Garrett discussed the different programs that Green Waste offers to commercial customers to promote recycling, including a 3-month free program to allow commercial customers to find what works the best for them at no additional cost.

Green Waste will also be sending out informational flyers to commercial customers, as they do for their residential customers.

Councilmember Parker stated that public awareness is crucial. Many of the commercial customers are not aware that recycling services are available to them.

Councilmember Parker requested clarification about the commercial customers who have less trash and if these programs available to them as well.

Ms. Garrett confirmed that recycling services are available to everyone regardless of the quantity of trash produced.

Rick Crabtree, City Manager, requested clarification on the size of the free recycling can.

Ms. Garrett stated that it is 64 gallons.

Councilmember Schmid requested clarification regarding if the free can was always available.

Ms. Garrett confirmed that yes, it is always available.

Mayor Pro Tem Jackson requested clarification as to if Green Waste is cleaning the dumpsters at the City Parks multiple times a week.

Ms. Garrett confirmed that yes; they do clean the dumpsters at the parks multiple times a week.

Mayor Pro Tem Jackson stated that large items are being put into the dumpsters and the recycling dumpsters are not being utilized correctly. She asked for clarification if this is something that the City would need to manage.

Ms. Garrett stated that she is not sure what the answer to the recycling issue at the parks is since the public is not utilizing the bins correctly.

Mayor Pro Tem Jackson asked if it would be possible to lock the dumpsters to stop large items from being put in them.

Councilmember Parker stated that if the items are being placed into the dumpsters then they are not being thrown elsewhere; locking them might not be a good idea.

Gerry Reyes stated that Parks and Recreation have been looking into getting controlled dumpsters.

Mayor Pro Tem Jackson stated that they are happy that the dumpsters are being handled multiple times a week but that there needs to be priority on recycling more efficiently.

Ms. Garrett stated that they have been unable to have the recycling dumpsters work in the parks. In June, the recycling dumpsters will be removed since they are not being utilized correctly.

Councilmember Schmid stated that a citizen had brought up concerns about street sweeping not being done adequately in parts of town.

Ms. Garrett requested clarification on where these concerns were throughout the City.

Councilmember Schmid stated he has seen a problem just south of the Luther intersection on Main Street.

Mayor Jones confirmed that this was the area of concern mentioned in the last meeting.

Councilmember Parker stated that if the public sees that street sweeping is not being done they should contact the Council Members directly; with the information provided, they will contact Green Waste and ensure that the issue is resolved.

Mayor Pro Tem Jackson requested clarification on if part of the issue is cars being parked on the street during street sweeping. Should there be something done to notify residents that cars need to be moved on certain days of the week to allow for better street sweeping?

Ms. Garrett stated that yes, if cars were moved it would improve the efficiency and quality of the street sweeping.

Councilmember Schmid agreed that cars should be moved off the streets.

Ms. Garrett suggested that Green Waste could break the street sweeping down into sections and mail residence dates so they are aware and can prepare accordingly.

Mr. Crabtree requested clarification if Main Street was swept once a week.

Ms. Garrett Confirmed that Main Street is swept once a week.

Councilmember Schmid pointed out that the Main street section only goes to Luther Road and not beyond and that it is a different schedule beyond Luther Road.

Ms. Garrett states that they go beyond that but uncurbed areas are not effective with street sweeping.

Councilmember Schmid stated that the intersections are the worst for build up at the gutters.

Ms. Garrett confirmed that she will ensure they will focus on those areas.

### **3. POLICE DEPARTMENT'S 2016 ANNUAL REPORT**

It is recommended that the City Council accept the Police Department's 2016 Annual Report and the brief presentation regarding such. The purpose of the annual report is to provide department members, City leaders, and our community with a one-year synopsis of the Police Department. It also creates a historical document that can be referred to as desired.

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)).

Kyle Sanders, Police Chief, provided the City Council with a power point presentation of the Police Department's 2016 Annual Report.

Councilmember Parker stated that there is a direct correlation in the rise of crimes and changes in laws.

Chief Sanders spoke about a new K-9 unit at the Police Department.

Mayor Jones stated that in May there will be a fundraiser to help the Police Department with their K-9 units; this is the fundraiser that helped raise the funds for the Police Department to get the second K-9 unit.

#### **4. RED BLUFF AIRPORT – FBO PROPOSED TENANT IMPROVEMENTS**

It is recommended that the City Council:

1. Authorizes City Staff to enter into contract negotiations with Cardan to facilitate the tenant improvements to the upstairs portion of the airport terminal building including the requested 10-year lease extension and requested additional office space.
2. Designates the Budget Committee to work with City Staff to negotiate a new lease with Cardan.
3. Consider Cardan's request to waive City Building and Development fees associated with the proposed improvements to the upstairs portion of the airport terminal building.

Prior to the relocation of the restaurant to its current location, Cardan utilized that space for the flight school and airport museum. After the restaurant was moved to its current downstairs location, the City completed an asbestos abatement project for the upstairs space which left the space as an empty shell that is ready for reconstruction. The current airport budget does not include funds to rehabilitate this space. Cardan's proposed improvements include private offices, storage and restroom, none of which would be open to the public.

Once the City Staff and Cardan negotiate a lease agreement that is acceptable by both parties, building plans shall be submitted for review and issuance of permits upon approval of the plans. Cardan has asked for the City to waive the required building permit fees associated with the project. Previous council action established a Fee Waiver Request Policy on August 21, 2007, to provide uniform and consistent guidelines for a Fee Waiver Request within the City of Red Bluff as proposed, the project does not meet the criteria outlined in the fee waiver, but it is ultimately the City Council who can make the final determination.

The proposed tenant improvement project would be subject to prevailing wage rates as the City of Red Bluff would benefit from the project with improvements to the City owned building. The construction would also need to comply with requirements applicable to public construction projects.

Included in the lease negotiation would be the space for the airport museum, flight school, flight simulator, and car rental. The proposed office location is currently vacant. Cardan is looking to expand its current flight operations and the additional office space will help facilitate this expansion.

The certified advanced flight simulator that Cardan has acquired meets FAA requirements for pilot recurrence and competency training and will be the only advanced flight simulator north of Yuba City. Cardan has also recently acquired an aircraft for flight training and is looking to expand its available fleet to meet the demand of the flight community. By providing adequate space to operate, the flight instruction/ground school the airport would be able to bring this needed service back to the community.

Mayor Pro Tem Jackson requested clarification on what the Budget Committee would be part of.

Robin Kampmann, Director of Public Works, confirmed that it would include all items requested.

Councilmember Schmid requested clarification if the lease would cover everything requested.

Ms. Kampmann confirmed that it would.

Rick Crabtree, City Manager, stated that it is recommended that a new lease is composed.

Mayor Pro Tem Jackson requested clarification if there is an Airport Ad Hoc Committee.

Councilmember Schmid stated he did not believe there is an Ad Hoc Committee.

Councilmember Schmid requested clarification if one lease is what is wanted.

Ms. Kampmann confirmed that one lease is wanted.

Councilmember Schmid requested clarification if the Fixed Base Operator (FBO) had approved one lease.

Ms. Kampmann confirmed that the FBO had not approved it yet.

Mr. Crabtree stated that the FBO had only requested lease negotiations. They had not specified how many leases.

Councilmember Schmid stated that he feels waiving the fees sounds fair, requested clarification if the fees can legally be waived.

Ms. Kampmann stated that the fees can be waived if approved by the City Council.

Mayor Pro Tem Jackson stated that this is a City owned building; what would be the reason the Council would not waive the fees?

Councilmember Parker requested clarification on what the fees usually are.

Ms. Kampmann stated that it is unknown what the fees would be without confirming exact numbers.

Councilmember Parker stated that the Council would be in favor of waiving the fees.

Mr. Crabtree stated that he is not against it, but believes more information should be obtained before deciding if the fees should be waived.

Councilmember Schmid asked Gary Walker, FBO/Cardan Aircraft Services, if they want it to be one lease or separate leases.

Gary Walker, FBO, stated that Cardan is open to either.

Councilmember Schmid requested clarification as to if there was any way the project could not be paid prevailing wage.

Ms. Kampmann stated that it has to be prevailing wage because the project would benefit the City of Red Bluff.

Councilmember Schmid asked Mr. Walker if Cardan is still interested in doing the improvements even with prevailing wage.

Mr. Walker confirmed they are still interested in moving forward.

Councilmember Schmid stated that the Budget Committee will do what needs to be done to ensure this will work for all parties.

Mr. Walker stated that the improvements will increase airport activity, and they would like to start as soon as they are able to.

Mr. Crabtree stated they want to do this sooner than later and suggested addressing the existing office space first.

Mr. Walker stated that they would agree to addressing the existing office space first.

Mayor Pro Tem Jackson requested clarification if it would be possible for Cardan to move in tomorrow if desired.

Mr. Crabtree stated that yes they can give permission for them move in tomorrow if desired.

Mr. Crabtree stated that the waiving of the fees need to be decided after more information is received.

Councilmember Parker requested clarification if when a decision is made will this go to the Airport Commission.

Ms. Kampmann confirmed that it would go to the Airport Commission once a decision has been reached.

M/S Councilmembers Schmid and Jenkins Authorize City Staff to enter into contract negotiations with Cardan to facilitate the tenant improvements to the upstairs portion of the airport terminal building including the requested 10-year lease extension and requested additional office space, and designate the Budget Committee to work with City Staff to negotiate a new lease with Cardan.

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

NOES: none

ABSENT OR NOT VOTING: None

**5. AIRPORT RUNWAY UPDATE**

It is recommended that City Council receive a status report from City Staff on the Runway 15-33 Rehabilitation Project including projected time line and anticipated runway closure dates.

The Runway 15-33 Rehabilitation Project, FAA AIP No. 3-06-0193-13-2016, was originally scheduled for construction in the fall of 2016 but was delayed until late spring of 2017 to avoid risk of weather related construction delays. The Mobilization Phase is anticipated to start on April 1, 2017. The construction phase will immediately follow starting on May 1, 2017 and end on June 16, 2017. During the construction Phase the runway will be closed starting May 1, 2017 and will reopen on May 17, 2017. In addition to the primary closure, the runway will be closed overnight on June 15, 2017 for final markings. The anticipated project completion date is June 16, 2017.

Robin Kampmann, Director of Public Works, stated that they will be sending out flyers to the surrounding airports and notify anyone necessary about the closure dates.

**STAFF ITEMS:**

No Staff items to report.

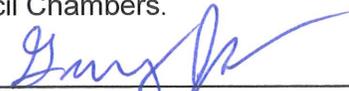
**COMMITTEE REPORTS/COUNCIL COMMENTS:**

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

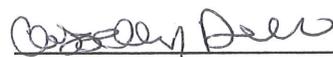
- Local Agency Formation Commission (LAFCO) - **No Meeting**
- 3 Core - **Next meeting on Friday April 14, 2017**
- Tehama County Transportation Commission - **No Meeting**
- Downtown Red Bluff Business Association - **Next meeting on Wed. April 19, 2017**
- Community Action Agency - **Next meeting Thursday April 20, 2017 at 727 Oak Street**
- Tehama Economic Development Corporation - **No Meeting**
- Executive Committee - Tehama County Solid Waste Management Agency - **Meeting April 3, 2017, discussed warrants and budget updates, closed cell 1 and went to cell 2, discussed pharmaceutical drug take back program.**
- Tehama County Solid Waste Management Agency (JPA II) - **No Meeting**
- Chamber of Commerce - **Discussed Round Up, on April 6, 2017 there will be a tourism summit. Always taking applications for business of the quarter.**
- Ground Water Commission - **Meeting March 22, 2017**

**ADJOURNMENT:**

There being no further business Mayor Jones adjourned the meeting at 8:34p.m. until the meeting of April 18, 2017 at the Red Bluff City Council Chambers.

  
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Gary Jones, Mayor

ATTEST:

  
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Cassidy DeRego, City Clerk