CITY OF RED BLUFF

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CITY COUNCIL

MINUTES

Date of Meeting: Tuesday, April 5, 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, Mayor Pro Tem
Daniele Jackson
Rob Schmid
Suren Patel

Councilmembers Absent: None

Staff Present: Rick Crabtree, City Manager/City Attorney
Sandy Ryan, Finance Director
Ray Barber, Fire Chief
Kyle Sanders, Police Chief
Bruce Henz, Public Works Director
Donna Gordy, City Treasurer
Jo Anna Lopez, City Clerk

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Pastor Camp provided a pray for those in attendance.

Paul Freund, Tehama County Solid Waste Management Agency, reported that there would be a free passenger size tire drop off at the landfill and that they had moved into the new office at the landfill with an open house planned in the next month.

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PROCLAMATIONS:

1. POLICE COMMUNICATIONS DISPATCHER'S WEEK

Police Chief Kyle Sanders read and presented the Proclamation for Police Communications Dispatcher's Week.

2. DRESS WESTERN WEEK

Mayor Parker read and presented the Dress Western Week Proclamation to James Miller.

3. WEEK OF THE YOUNG CHILD
Cynthia Cook

Mayor Parker read and presented the Week of the Young Child Proclamation to Cynthia Cook.

Ms. Cook reported that on Saturday April 23rd there would be a program held at the fairgrounds.

4. CHILD ABUSE PREVENTION MONTH
Tina Robertson

Mayor Parker read and presented the Proclamation for Child Abuse Prevention Month to Tina Robertson.

5. SEXUAL ASSAULT AWARENESS MONTH
Elizabeth Stamps

6. NATIONAL ALCOHOL AWARENESS MONTH

Mayor Parker presented the Proclamation to Cynthia Cook, who then read the Proclamation for National Alcohol Awareness Month.

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CONSENT AGENDA:

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

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

1. APPROVAL OF MINUTES

March 15, 2016

Approved 5-0-0

2. TREASURER'S REPORT - EIGHTH MONTH OF FISCAL YEAR 2016 (FEBRUARY 2016)

Recommendation: That the City Council accepts the Treasurer's report for the eighth month of Fiscal Year 2016.

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 5-0-0

CURRENT BUSINESS:

1. CHAMBER OF COMMERCE UPDATE

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council receive an update from the Chamber of Commerce.

The Chamber's Strategic Marketing Plan established a "clearly delineated process of communication" with the City that provided for periodic status reports. This presentation is part of that adopted process. The City Clerk maintains a binder with current financials and other information required by the Chamber/City Agreement.

Dave Gowen, Chamber President/CEO, provided an informational update to the City Council on recent Chamber activities and upcoming rodeo activities.

Informational only.

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2. RESOLUTION NO. 11-2016; A RESOLUTION OF THE CITY OF RED BLUFF AUTHORIZING SUBMITTAL OF A REGIONAL APPLICATION FOR WHICH THE TEHAMA COUNTY SOLID WASTE MANAGEMENT AGENCY IS ELIGIBLE

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council adopt Resolution No. 110-2016 authorizing the Tehama County Sanitary Landfill agency to submit regional applications to the Department of Resources Recycling and Recovery (CALRECYCLE) for Household Hazardous Waste Grants.

The proposed project will build on the existing and successful ReFuel Your Fun campaign developed through previous CalRecycle HHW grant cycles focusing on consumer education to increase the use of refillable propane cylinders by the public and support retailer participation.

The resolution this year will authorize the Tehama County Sanitary Landfill Agency to submit regional applications for the next five (5) years. CalRecycle is recommending jurisdictions pass five year resolutions for the sake of efficiency. Two additional HHW grants will be offered by CalRecycle in the short term, of which the Agency plans to apply for at least one to fund the purchase of sharps containers. The Agency will continue to provide updates to the various councils regarding all grant applications submitted.

The proposed project will build on the existing and successful ReFuel Your Fun campaign developed through previous CalRecycle HHW grant cycles focusing on consumer education to increase the use of refillable propane cylinders by the public and support retailer participation. Existing campaign materials include the campaign website ReFuelYourFun.org, Facebook, Public Service Announcement in English and Spanish featuring Secretary of Natural Resources John Laird and the Boy and Girl Scouts, print ads, consumer postcards, factsheets, press releases, cylinder use audits, bin signage, banners, pledge, radio spot, shelf talkers and more. Materials will also be translated into Spanish.

During the grant term funds would be used to:

1. Establish temporary collection events and a special seasonal collection program for one-pound propane cylinders and encourage retail locations to provide ongoing collection of disposable gas cylinders if they sell them.
2. Pay for disposal and recycling of small propane cylinders collected through temporary collection events or a special seasonal collection program for entities such as Lassen National Park, Black Butte Lake Recreation-US Army Corp of Engineers and their associated camping facilities. Grant funds will also be used to purchase special collection bins for Lassen National Park and Black Butte Lake Recreation-US Army Corp of Engineers.

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3. Pay for promotion of retail locations where the refillable propane cylinders can be purchased, exchanged or refilled.
4. Pay for promotion of retail locations taking back disposable cylinders for disposal.
5. Staff and consultant costs to collect data on the number of gas cylinders properly recycled through the collection events/programs during the grant cycle.
6. Staff and consultant costs to collect data on new cylinder purchases, refills and exchanges at participating locations.
7. Pay for 8 hour HAZWOPER Training for staff.

Paul Freund from the Landfill Agency was present to answer questions from the City Council.

M/S/C Councilmembers Jones and Jackson to adopt Resolution No. 11-2016 authorizing the Tehama County Sanitary Landfill Agency to submit regional applications to the Department of Resources Recycling and Recovery (CALRECYCLE) for Household Hazardous Waste Grants.

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

3. COMMUNITY CENTER AGREEMENT

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council approve the proposed Agreement between the County of Tehama and the City of Red Bluff for Operation, Management, and Maintenance of the Red Bluff Community/Senior Center.

The City owns the real property which contains the Red Bluff Community/Senior Center, while the County owns the building. Since 1995, the City has managed the Community/Senior Center pursuant to two management agreements with the County. The City Council's Community Center Ad Hoc Committee has met with the County's ad hoc committee multiple times regarding changing, updating and consolidating the existing multiple agreements into a single agreement which will govern the City's and County's joint use and management of the Community/Senior Center for the benefit of the public.

The City and County Ad Hoc Committees have agreed to recommend adoption of the proposed Agreement to their governing bodies.

Under the terms of the Community Center Management Agreement dated October 17, 1995 and Senior Center Management Agreement, dated October 23, 1995, the City presently possesses and manages the Red Bluff Community/Senior Center structure (with the exception of the Senior Nutrition Program) and property for the joint benefit of the parties and the public.

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The County and the City have expressed the desire to restructure and simplify the ownership, management, and fiscal responsibility for the Red Bluff Community/Senior Center as follows:

- The County will continue to own the entire Red Bluff Community/Senior Center structure, which will be leased to the City rent free for the term of this Agreement.

- The City will continue to own and retain possession of the underlying real property.

- The City will possess, operate, manage, and maintain the Red Bluff Community/Senior Center and associated real property with its own forces (with the exception of the Senior Nutrition Program), except that the County will provide project administration and construction management services for any major repairs or capital costs in excess of $7,500. All such repairs/costs will be shared equally between the City and the County. The City and the County must agree on capital costs.

- The City and the County will share equally the net costs and/or revenues relating to the operation, management, repair and maintenance, and capital costs of the Red Bluff Community/Senior Center.

- The Senior Center Agency (which has not met in many years) will be dissolved, and its property distributed as set forth in the Agreement for the continued benefit of the Red Bluff Community/Senior Center.

- The Red Bluff Community/Senior Center Commission will be established, comprised of two representatives each from the City and the County with an additional at-large appointment, and which will advise the City and County regarding the operations, management, and maintenance of the Red Bluff Community/Senior Center.

- All prior leases, management agreements, and other agreements between the parties (or between either party and the Senior Center Agency) relating to the Red Bluff Community/Senior Center will be terminated, replaced and superseded by this Agreement, except as otherwise expressly provided therein.

The cost to the City under this new agreement has only changed two aspects of the City's operations and management of the Community Center. Under the new agreement, the City will be required to purchase property insurance under the lease agreement estimated at $3,065.00. This is a cost of the Community Center operations that will be shared equally between the City and the County. Also, for capital project costs, the City will be required to share the costs equally between the City and the County. Previously, capital costs were the responsibility of the County.

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M/S/C Councilmembers Jackson and Jones approve the proposed Agreement between the County of Tehama and the City of Red Bluff for Operation, Management, and Maintenance of the Red Bluff Community/Senior Center.

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

4. ACCEPTANCE OF $1,000.00 COMMUNITY GRANT FROM WAL-MART

Kyle Sanders, Police Chief, reviewed the staff report and provided staff's recommendation that the City Council accept the $1,000.00 Community Grant award from Wal-Mart to be deposited into the K-9 Program donation account (11-00-460-100).

Wal-Mart offers a community grant program through which non-profit groups and governmental entities can apply for grant awards from $250.00 up to $2,500.00. Wal-Mart's community grant program allows their associates to support the needs of their community by providing grants to local organizations. On March 9, 2016, an online application discussing our K9 program was submitted to Wal-Mart. On March 25, 2016, an email was received confirming Wal-Mart was awarding a $1000.00 grant. On March 28, 2016, the police department received the check from Wal-Mart via mail delivery.

There are no reporting obligations associated with acceptance of these funds. Wal-Mart does require adherence to the attached "Grant Agreement." The agreement is generic and has no noteworthy or concerning requirements.

M/S/C Councilmembers Jackson and Jones to accept the $1,000.00 Community Grant award from Wal-Mart to be deposited into the K-9 Program donation account (11-00-460-100).

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

5. THE SHER WINTLE MEMORIAL DOG PARK

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the Resolution No. 12-2016; A Resolution of the City Council of the City of Red Bluff naming the Dog Park Area within the John F. Trainor Park, the Sher Wintle Memorial Dog Park.

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The authorization to proceed with the development of a Dog Park area within the City's Trainor Park was granted by the City Council at their meeting of March 18, 2014 and subsequently enabled with Ordinance No. 1033, amending Chapter 14A of the City Code, that addresses animals running at large in the City Parks.

The Parks and Recreation Commission previously requested to choose the name of the dog park once the first $10,000 was raised to support the dog park. Mr. Martin, Parks and Recreation Advisory member, reports that those funds have been raised and he requests that the City Council name the dog park "The Sher Wintle Memorial Dog Park." The City Parks and Recreation Commission supports this request.

Mr. Martin's letter also indicates that they expect to have the Dog Park completed by May 30, 2016.

Councilmember Jackson expressed her opposition to naming a portion of Trainor Park further stating that we had already named the fields within Trainor Park Frey Field/Tosh Field and at what point were we going to stop renaming sections within an already named area.

M/S/C Councilmembers Jones and Patel to adopt Resolution No. 12-2016; A Resolution of the City Council of the City of Red Bluff naming the Dog Park Area within the John F. Trainor Park, the Sher Wintel Memorial Dog Park.

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

6. BAKER ROAD BRIDGE RECONSTRUCTION; PROFESSIONAL SERVICES FOR THE MANAGEMENT OF THIS FEDERAL AID TRANSPORTATION 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 Request for Qualifications to provide professional federal-aid transportation project development and management regarding the Baker Road Bridge Reconstruction Project.

Management of federally funded transportation projects requires substantial time and effort. Procurement of specialized resources will provide sound project designs and the support to maintain project schedule and funding for various currently funded transportation projects. Upon authorization, staff will advertise the request for qualifications and evaluate the statement of qualifications that are received. Based on the quality of received statement of qualifications, staff may conduct interviews with

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prospective consultants prior to recommending the award of a Contract. These services will be on a not-to-exceed cost of $150,000.00, and a maximum duration of five years. Task-orders will be issued for various and progressive tasks as needed during the agreement term. The funding for these services is to be provided by the State and Federal transportation funds that are administered by the Caltrans.

The City currently has designated Highway Bridge Program funds for the project development of the replacement of the Baker Road Bridge over Brickyard Creek. Project development refers to all of the activities to bring the project to construction, including not only the design but the management and compliance with various state and federal funding requirements. The scope of services included with this solicitation centers on the overall management of the project development including oversight and quality control, environmental compliance, technical design, right-of-way, and the administering of various funding related documents. This management project requires substantial effort and expertise to maintain compliance with the CalTrans requirements for project funding. The professional services sought by this request will enhance and augment the efforts required of City staff and help keep the project funding and timeline on track.

Consistent with the CalTrans requirements, staff will review each submitted statement of qualifications and evaluate based on the firm's overall experience and qualifications. This procurement process is expected to last approximately 5-7 weeks.

M/S/C Councilmembers Jones and Patel to authorize the Public Works Director to advertise for a Request for Qualifications to provide professional federal-aid transportation project development and management regarding the Baker Road Bridge Reconstruction Project.

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

STAFF ITEMS:

Mr. Crabtree reminded the City Council of the Cowboy Coffee event at the Round-Up Museum beginning at 7:45 a.m. on Thursday, April 7th.

Chief Barber reported that the Red Bluff Volunteer Fire Department would be holding their annual boot drive at the intersection of Main and Walnut Streets on April 15th beginning at 7:00 a.m.

Councilmember Schmid commented on the traffic Q's for So. Jackson at Luther Road stoplights and also requested clarification on the Givens Road project, which is on hold until things dry out.

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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 - *no meeting*
Tehama County Transportation Commission - *no meeting*
Downtown Red Bluff Business Association - *discussed detail plan from CalTrans for Main Street and new parking plan*
Community Action Agency - *meeting held*
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 - *met March 29th and discussed Round Up Week events*

ADJOURNMENT:

There being no further business Mayor Parker adjourned the meeting at 8:30 p.m. until the meeting of April 19th.

Clay Parker, Mayor

ATTEST:

Jo Anna Lopez, City Clerk

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