



# CITY OF RED BLUFF

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## City Council Minutes

Tuesday August 7, 2018  
6:00 p.m. Regular Meeting  
(Closed Session Follows Regular Meeting)  
Council Chambers, City Hall  
555 Washington Street  
Red Bluff, CA 96080

### **Councilmembers Present:**

Daniele Eyestone, Mayor  
Gary Jones, Mayor Pro Tem  
Clay Parker  
Amanda Jenkins  
Rob Schmid

### **Councilmembers Absent:**

None

### **Staff Present:**

Rick Crabtree, City Manager  
Ray Barber, Fire Chief  
Sandy Ryan, Finance Director  
Kyle Sanders, Police Chief  
Donna Gordy, City Treasurer  
Scott Friend, Community Development Director  
Anita Rice, Deputy City Clerk  
Robin Kampmann, Public Works Director

### **PLEDGE OF ALLEGIANCE:**

Robin Kampmann, Public Works Director, led the Pledge of Allegiance and the assembly joined in.

### **CLOSED SESSION ITEM:**

The August 7, 2018 scheduled closed session will follow the Regular City Council Meeting: Conference with Legal Counsel – Anticipated Litigation (one case)(GOV CODE § 54956.9 (d)(2))

## **CITIZEN COMMENTS:**

Brenda Lile stated that on Thursday, August 9, 2018 from 6:00 p.m. to 8:00 p.m. at the Tehama District Fairgrounds they will be honoring the National Guard troops who are helping to fight the Carr Fire in Shasta and Trinity Counties. She invited the Red Bluff City Council to attend.

## **CONSENT CALENDAR:**

Mayor Eyestone stated that no items were asked to be pulled for discussion.

M/S Council members Parker and Jones to approve items one, two and three on the consent agenda.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **1. [Approval of June 19, 2018 Minutes](#)**

Recommended Action:

Approve the City Council Minutes as written or give direction to staff to make changes.

5-0-0

### **2. [Approval of July 17, 2018 Minutes](#)**

Recommended Action:

Approve the City Council Minutes as written or give direction to staff to make changes.

5-0-0

### **3. [Treasurer's Report; June 2018](#)**

Recommended Action:

Acceptance of the Treasurer's report for the twelfth month of FY 2018. 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).

5-0-0

## **CURRENT BUSINESS:**

### **1. Volunteer Fire Assistance (VFA) Grant**

Ray Barber, Fire Chief, provided the staff's recommendation that the City Council accept the State of California Volunteer Fire Assistance (VFA) Grant.

On March 6, 2018, Council approved the City's application for the VFA Grant. The cost to the City will be \$2,441.87. These funds are available in the current Fire Department 2018-2019 FY Budget. There would be no impact to the General Fund.

M/S Council members Parker and Jenkins to accept the State of California Volunteer Fire Assistance (VFA) Grant.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **2. Radio Maintenance Agreement; Police and Valley Industrial Communications**

Kyle Sanders, Police Chief, provided the staff's recommendation that the City Council authorize the Chief of Police to sign the radio system maintenance agreement with Valley Industrial Communications, Inc. for the monthly amount of \$490.00 (\$5,880.00 annually).

As a public safety answering point, the Police Department has a service / maintenance agreement for the 911 telephone system within the Dispatch Center. However, we do not have such an agreement with respect to our radio systems. Without such an agreement, service to repair any component of our radio system is not guaranteed to occur within any specified timeframe. With such an agreement, we are guaranteed service 24 hours a day, seven days a week with a 4-hour response time or 1-hour response time on catastrophic system failure.

Councilmember Schmid asked if the Police antenna system is new and if they have a warranty with the new system.

Kyle Sanders, Police Chief, stated that the antenna system is new and this contract is in addition to the existing warranty and would cover the actual radio equipment and applicable relays. It would provide 24 hour a day, seven day a week service.

M/S Council members Jones and Jenkins to authorize the Chief of Police to sign the radio system maintenance agreement with Valley Industrial Communications, Inc. for the monthly amount of \$490.00 (\$5,880.00 annually).

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **3. ECORP Agreement; City Planning Services**

Rick Crabtree, City Manager, provided the staff's recommendation that the City Council renew the proposed ECORP/City of Red Bluff 2018-2019 Agreement. ECORP has proposed to renew its existing contract with the City of Red Bluff.

The City contracts with ECORP Consulting, Inc. (ECORP) for provision of City Planning services. ECORP has proposed to renew its existing contract with the City of Red Bluff. The current contract is dated June 2, 2017 and does not note a termination date (however the Agreement can be cancelled on 30 days' notice by either party).

ECORP has proposed a new contract which is nearly identical to the existing 2017 Agreement except that it notes the fiscal year of the contract as, "City of Red Bluff 2018/2019." In all other respects, the proposed 2018/2019 Agreement is identical to the 2017 Agreement. The rates for service have not changed.

Councilmember Schmid asked if the only change is that an end date is now specified.

Rick Crabtree, City Manager, confirmed that the end date is the only change.

Councilmember Schmid stated that he feels that this needs to be discussed at a future council meeting in further detail.

M/S Council members Jones and Parker to renew the proposed ECORP/City of Red Bluff 2018-2019 Agreement.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **4. Fire Training Center Flooring**

Robin Kampmann, Public Works Director, provided the staff's recommendation that the City Council authorize City Staff to advertise for proposals for construction of the Fire Training Center Flooring Project, Plans and Specifications have been prepared and the project is ready to be advertised for construction bids.

The flooring in the Fire Department Training Center located at 1015 Kimball Road was damaged in 2016 when the entire building flooded. The building has not been used since that time. The Fire Chief would like to start using the building for training and classes for the firefighters. The proposed project would remove and replace the existing flooring, baseboard and sub flooring.

A funding allowance for the above-mentioned repairs was included in the FY18/19 budget within Funding Account 11-31-520-100. An estimate of \$13,000.00 for the proposed repairs has been prepared by City Staff.

When an acceptable and qualified bid is received, the successful low bid will be brought back to Council for the approval of the contract award.

Councilmember Parker stated that he feels Tehama County should be responsible for half of the cost because that is the agreement they have set up for the Community Center. The damage to the flooring is from when the Community Center utilized the building.

Councilmember Schmid asked if the work would be mainly carpenter work, and also asked if the City of Red Bluff has staff who could complete that portion of the project.

Robin Kampmann, Public Works Director, stated that they do have staff who could do the scope of work. She stated that they are currently low on available staff due to other projects currently being completed. Ms. Kampmann also asked if staff could only complete work up to \$7,500.00.

Sandy Ryan, Finance Director, confirmed that the Red Bluff City Staff can only complete up to \$7,500.00 worth of work.

Ms. Kampmann stated that staff should be able to do demolition and subflooring and they can go to bid for the installation of the new flooring.

Ray Barber, Fire Chief, agreed that it would be worth having city staff complete that portion of work if it does not delay the project.

Councilmember Parker stated that the current proposal for bid can be approved when the bids are received. If they decide to do something different, they do not have to accept the bids.

Rick Crabtree, City Manager, stated that it would be a good idea to move forward even if the City Council wants to seek reimbursement from Tehama County. Request for reimbursement can be done afterwards.

M/S Council members Parker and Jenkins to authorize City Staff to advertise for proposals for construction of the Fire Training Center Flooring Project, Plans and Specifications.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **5. [Grand Jury \(GJ\) Response to the 2017-2018 GJ Report](#)**

Rick Crabtree, City Manager, provided the staff's recommendation that the City Council approve the proposed responses to the 2017-2018 Grand Jury Report. In the alternative, direct staff to make appropriate revisions to the draft responses.

The 2017/2018 Grand Jury Report erroneously states that the "Red Bluff City Council did not respond to recommendations as noted in the 2016-2017 Grand Jury Report."

(Ex. A, 2017-2018 GJ Report, p. 59) However, the City did submit a timely response to the 2016-2017 Grand Jury Report.

The City's draft responses to the 2016-2017 Grand Jury Report were presented to the City Council during the meeting of August 15, 2017 and were approved and adopted by a 4-0 vote of the City Council. The City Council's letter to Judge Bottke was then signed by Mayor Gary Jones on August 25, 2017 and mailed to the court.

The City did not receive any notice that its responses to the 2016-2017 Grand Jury Report were not received by the Grand Jury. Only upon receipt of the 2017-2018 Grand Jury Report on June 28, 2018, the City learned for the first time that its prior responses had not been received by the Grand Jury.

On July 24, 2018, Judge McGlynn issued a minute order finding that "the Red Bluff City Council did submit a timely response to the 2016-2017 Tehama County Grand Jury Report." (Ex. B, July 24, 2018 Minute Order) At the Court's suggestion, the proposed draft responses to the 2017-2018 Report incorporated by reference the City's Responses to the 2016-2017 Grand Jury Report.

City staff has reviewed the 2017-2018 Grand Jury Report and provides the draft responses for the City Council's consideration. The draft responses repeat and update the City's responses to the relevant Recommendations related to homeless issues. Note: The 2017-2018 Grand Jury Report also requires the City Manager, Tehama County Chief Administrator, and the Tehama County Superintendent of Schools to respond to some additional homeless recommendations. 2017-2018 Grand Jury Report, Pg. 28 will be coordinating a separate response with Mr. Goodwin and Mr. Du Varney.

Councilmember Schmid asked what the consequences are if the City Council doesn't agree with the recommendations.

Rick Crabtree, City Manager, stated that there are no consequences if the City Council doesn't agree, the only requirement is that there is a timely response.

M/S Council members Parker and Jones to approve the proposed responses to the 2017-2018 Grand Jury Report.

AYES: Council members Eyestone, Jenkins, Jones, Parker and Schmid

NOES: None

ABSENT OR NOT VOTING: None

### **STAFF ITEMS:**

Kyle Sanders, Police Chief, gave an overview of the role that the Red Bluff Police Department played during the Carr Fire in Shasta and Trinity County. On July 26, 2018, six officers were sent to Shasta County to assist with the Carr Fire. From July 27, 2018 through August 5, 2018, four Patrol officers and Community Service Officers were sent to assist with evacuations, road closures and patrol.

Councilmember Parker stated that the City of Red Bluff was also contacted about possibly making the Red Bluff High School an evacuation center. A lot of staff was utilized in ensuring that they were ready in the event that they would be needed.

Ray Barber, Fire Chief, stated that the Red Bluff Fire Department also went to help with the Carr Fire. Beginning on July 23, 2018, they staged in the event they were needed. From July 24, 2018 through August 6, 2018, they assisted with firefighting efforts, evacuations and repopulation in Shasta County.

Chief Sanders invited the City Council to tour the evidence building that is now complete.

Robin Kampmann, Public Works Director, stated that the South Jackson Street Project has been completed.

### **COMMITTEE REPORTS/COUNCIL COMMENTS:**

Reports by City Council Members on the activities of their assigned agencies and/or committees:

- **Local Agency Formation Commission (LAFCO)** - Councilmember Parker reported that there is no meeting scheduled.
- **Tehama County Transportation Commission** - Councilmember Schmid reported that there is no meeting scheduled.
- **Downtown Red Bluff Business Association** - Mayor Eyestone reported that the next meeting will be held on Wednesday, August 15, 2018.
- **Community Action Agency** - Mayor Pro Tem Jones reported that the next meeting will be held on Thursday, August 16, 2018 at the Tehama County Board of Supervisors at 3:00 p.m.
- **Executive Committee - Tehama County Solid Waste Management Agency** - Councilmember Jenkins reported that they assigned the manager as signature authority, updated the smart business alliance and they added five members.
- **Tehama County Solid Waste Management Agency (JPA II)** - Councilmember Jenkins reported that there was no meeting scheduled.
- **Chamber of Commerce** - Mayor Eyestone reported that the next meeting will be held on Tuesday, August 28, 2018.
- **Ground Water Commission** - Councilmember Parker reported that the next meeting will be held on Wednesday, August 22, 2018 at 8:30 a.m.
- **Tehama County Continuum of Care Executive Council** - Councilmember Jenkins did not give an update.

**ADJOURNMENT:**

There being no further business Mayor Eyestone adjourned the meeting at 6:34 p.m. with Closed Session to follow. The next City Council meeting will be on August 21, 2018 at 6:00 p.m. in the Red Bluff City Council Chambers.

\_\_\_\_\_  
Daniele Eyestone, Mayor

ATTEST:

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Cassidy DeRego, City Clerk