



# CITY OF RED BLUFF

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## **City Council Minutes** Tuesday, February 6, 2018 6:15 p.m. Closed Session 7:00 p.m. Regular Meeting Council Chambers, City Hall

### **Councilmembers Present:**

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

### **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 Pro Tem Jones led the Pledge of Allegiance and the assembly joined in.

### **CLOSED SESSION:**

Public Employee Performance Review  
Title: City Manager (Government Code Section; 54957)

Mayor Eyestone reported that during the Closed Executive Session the City Council provided direction to staff.

### **CITIZEN'S COMMENT:**

Pastor Scott Camp provided a prayer for those in attendance.

Scott Camp said that Faith Works has been putting a lot of effort into keeping people in need, in their homes. He stated that they have helped people with PG&E, rent and other essential items to keep their households running. He stated that it is much cheaper and easier to keep families in their homes than it is to get people off the streets and into housing. Many people in these situations cannot be fixed, but they can be helped and put into a more comfortable situation.

## **PROCLAMATIONS:**

### **1. Teen Dating Violence Awareness and Prevention Month**

Mayor Eyestone presented and Carly Martinez, Alternatives to Violence Coordinator, who read the proclamation for Teen Dating Violence Awareness and Prevention Month.

Ms. Martinez stated that the month of February there will be local community events held for teens to help create awareness around teen dating violence.

## **CONSENT CALENDAR:**

Mayor Eyestone stated that items 1 and 4 were requested to be pulled for discussion.

M/S Councilmembers Jones and Jenkins to approve items two and three on the consent agenda.

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

NOES: None

ABSENT OR NOT VOTING: None

### **1. Approval of the December 19, 2017 Minutes**

#### **Recommendation Action:**

Approve the meeting minutes as written.

Councilmember Parker requested a change on page 12 where it states "Councilmember Parker stated that the Groundwater Commission should be added, the pay is \$50.00 per meeting" should be changed to "Councilmember Parker stated that the Groundwater Commission should be added, the pay is \$25.00 per meeting"

M/S Councilmembers Parker and Jenkins to approve the December 19, 2017 Minutes with the above corrections.

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

NOES: None

ABSENT OR NOT VOTING: None

2. Approval of the January 16, 2018 Minutes

**Recommendation Action:**

Approve the meeting minutes as written.

5-0-0

3. Supplemental Appropriation; Police Department Vehicle Repairs

**Recommendation Action:**

Staff recommends that the City Council make a supplemental appropriation to the Police Department vehicle repair account (11-33-260-200) and Police miscellaneous revenue account (11-33-080-110) in the amount of \$819.36 each.

5-0-0

4. Treasurer's Report; December 2017

**Recommendation Action:**

Approve the six-month Treasurer's Report (December 2017).

Mayor Eyestone stated that she would like to thank Donna Gordy, City Treasurer and Sandy Ryan, Finance Director for all of the hard work they do.

Ms. Gordy stated that Ms. Ryan does a great job ensuring everything is done in a timely manner.

M/S Councilmembers Eyestone and Jones to approve the six-month Treasurer's Report (December 2017).

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

NOES: None

ABSENT OR NOT VOTING: None

**CURRENT BUSINESS:**

1. Proposed Ordinance; City Council Meeting Time Change

Rick Crabtree, City Manager, reviewed the staff report and provided the staff's recommendation that the City Council waive reading of the entire ordinance and move introduction of Proposed Ordinance No. 1048, An Ordinance of the City Of Red Bluff setting the time and place of regular meetings of the Red Bluff City Council.

The Ordinance must first be introduced at a Council meeting and then adopted at a subsequent regular Council meeting (not less than 6 days after introduction). If adopted, the Ordinance would become effective 30 days after adoption. Thus, below is a possible ordinance adoption timeline:

February 6, 2018 Introduce Ordinance

February 20, 2018 Adopt Ordinance

March 22, 2018 Effective date of Ordinance

April 3, 2018 First regular council meeting to begin at 6:00 p.m.

On May 7, 2013, the City Council adopted Ordinance No. 1023, setting regular City Council meetings to occur on the first and third Tuesdays of each month, starting at 7:00 pm. At that time, the City Council discussed changing the meeting start time to 6:00 pm, but did not do so.

On February 2, 2014, the City Council again considered changing the regular City Council meeting time to 6:00 PM. The proposed Ordinance to change the meeting time was rejected by the City Council on a 3-1 vote (with 1 abstention).

Some council members have recently requested that the option to start City Council meetings at 6:00 pm again be brought up for consideration.

Councilmember Parker stated that this is the third time that he has brought this up and he feels that a 6:00 p.m. meeting start time would be much more convenient and efficient for those who are off of work at 5:00 p.m.

Councilmember Schmid stated that a 6:00 p.m. meeting may be hard for those who are off later than 5:00 p.m. and also people getting off work and making dinner for their families may find it difficult to attend the earlier meetings. He stated that he does not feel it would improve attendance.

Councilmember Parker stated that improved attendance is a possibility.

Mayor Eyestone stated that if there are items of importance to the public on the agenda the public will attend the meeting regardless of the time.

Scott Camp stated that he feels it would be much easier for him to attend an earlier meeting and also stated that the meetings would be adjourned earlier as well.

Donna Gordy, City Treasurer, asked if anyone has thought about having a 6:00 p.m. meeting during the winter when it's darker earlier and a 7:00 p.m. meeting during the summer when it's lighter later.

City Manager Rick Crabtree stated that having different times would be confusing and having consistency with City Council Meetings is important.

Mayor Pro Tem Jones asked if the Closed Sessions would be held before or after the meeting if it was changed to 6:00 p.m.

Rick Crabtree, City Manager stated that they would most likely be held after the meeting.

Mayor Eyestone stated that as someone who commutes to Chico daily for work, she feels it is more important to change the meeting to an earlier time for staff and the community. She also stated that she feels if she or any other Councilmembers cannot attend the earlier meetings then they should step down and allow someone who can attend those meeting take their place.

M/S Councilmembers Parker and Jenkins to waive reading of the entire ordinance and move introduction of Proposed Ordinance No. 1048, an Ordinance of the City of Red Bluff setting the time and place of regular meetings of the Red Bluff City Council.

AYES: Councilmembers Eyestone, Parker, Jenkins and Jones

NOES: Schmid

ABSENT OR NOT VOTING: None

**2. Budget Update; Fiscal Years 2016/17 and 2017/18**

Sandy Ryan, Finance Director, presented the Budget update for Fiscal Years 2016/2017 and 2017/2018.

The final audited General Fund Balance for June 30, 2017 is \$2,994,053.00.

The estimate for the General Fund Balance for June 30, 2018 is increased from the August 15, 2017 adopted Budget report balance of \$1,752,302.00 to \$1,986,257.00.

The overall General Fund Balance has increased due to increases in the estimated revenue of the City's main funding sources, along with departments decreased spending.

Adopted City Reserve Policy calls for a 15% Contingencies and Uncertainties General Fund Reserve.

Based on 2017/2018 estimated expenditures of \$11,912,968.00, the contingencies and uncertainties reserves should be \$1,736,163.00. For the 17/18 Fiscal Year the estimated General Fund Balance is as follows:

Reserved for Contingencies:	\$ 1,191,297
Reserved for Uncertainties:	\$ 595,648
Unreserved:	\$ 199,312
Total Fund Balance:	\$ 1,986,257

Ms. Ryan stated that the HdL estimates have gone up since this presentation has been prepared, which will help the Revenue.

Scott Camp asked how the Revenue from the Fire Department in Fiscal Year 2016/2017 was \$12,500.00, but in Fiscal Year 2017/2018 it went up to \$127,000.00.

Ms. Ryan stated that revenue went up because it is dependent on the amount of fires. Last year there were more fires and it shows as increased revenue.

Mr. Camp asked if the Fire Department funds go to the General Fund or the Departments specific fund.

Ms. Ryan stated that the money goes to the Fire Department's specific fund.

**3. Assignment of the Wastewater Treatment Plant Service Contract; Inframark, LLC**

Robin Kampmann, Public Works Director, reviewed the staff report and provided the staff's recommendation that the City Council authorizes the City Manager to sign the proposed Assignment and Assumption Agreement necessary for the assignment of the Wastewater Treatment Plant Service Contract to Inframark LLC.

The existing Agreement with Severn Trent contains the following provision: "10.4 Neither party shall assign this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld." Thus, Severn Trent may not assign the Agreement absent the City's consent. However, the City must have a reasonable basis in order to reject the proposed assignment.

As part of the transfer to Inframark, LLC, the following will occur:

- All of the employees that currently service our existing Services Contract will remain in place as Inframark employees.
- The Assignment will not change the pricing or Terms and Conditions of the existing Contract with Severn Trent

M/S Councilmembers Parker and Jones to authorize the City Manager to sign the proposed Assignment and Assumption Agreement necessary for the assignment of the Wastewater Treatment Plant Service Contract to Inframark LLC.

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

NOES: None

ABSENT OR NOT VOTING: None

**G. STAFF ITEMS:**

Kyle Sanders, Police Chief, stated that they have broken ground on the new Evidence Building.

Robin Kampmann, Public Works Director, stated that they have started the installation of the new Evaporative Coolers on the Fire Department roof, no extra repairs have been found so far.

## **H. 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 the next meeting will be held on Wednesday February 14, 2018 at 2:00 p.m.
- **Tehama County Transportation Commission** - Councilmember Schmid reported there is no meeting Scheduled.
- **Downtown Red Bluff Business Association** - Mayor Eystone reported that they discussed how to get more interest into Downtown Red Bluff Association Committee.
- **Community Action Agency** - Mayor Pro Tem Jones reported the next meeting will be held on Thursday February 15, 2018 at 3:00 p.m. at the Tehama County Board of Supervisors Chambers.
- **Executive Committee - Tehama County Solid Waste Management Agency** - Councilmember Schmid reported there is no meeting scheduled.
- **Tehama County Solid Waste Management Agency (JPA II)** - Councilmember Schmid reported there is no meeting scheduled.
- **Chamber of Commerce** - Mayor Eystone reported that they had an overview of all the upcoming events in Red Bluff.
- **Ground Water Commission** - Councilmember Parker reported that he was elected Chairman, they asked for and received a grant in the amount of \$1,498,960.00, next meeting will be held on Wednesday February 28, 2018
- **Tehama County Continuum of Care Executive Council** - Councilmember Jenkins reported that they are reviewing their governance to make sure it still applies and they also received a Dignity Health Grant for just over \$20,000.00 for a new Homeless Information system (HMIS), and a HMIS Part time Assistance. \$9,000.00 went to street outreach which was given to PATH, Faith Works and Rancho Tehama Community Church.

Rick Crabtree, City Manager, reported that there will be the first organizational meeting for the 11 days of Round Up Program, it will be at the Farm Bureau building on February 7, 2018 at 10:00 a.m.

**H. ADJOURNMENT:**

There being no further business Mayor Eyestone adjourned the meeting at 7:38 p.m. until the meeting of February 20, 2017 at the Red Bluff City Council Chambers.

  
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Daniele Eyestone, Mayor

ATTEST:

  
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Cassidy DeRego, City Clerk