CITY OF RED BLUFF

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CITY COUNCIL

MINUTES

Date of Meeting: Tuesday, January 17, 2017
Time of Meeting: 7 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: Robin Kampmann, Interim Public Works Director
Kyle Sanders, Police Chief
Sandy Ryan, Finance Director
Ray Barber, Fire Chief
Cassidy DeRego, City Clerk

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.

Kathy Nelson thanked the Councilmembers and the City of Red Bluff for fixing the sidewalk along with the tree and root issue. She expressed concerns with additional sidewalk maintenance that still needs to be done in the city. She also recommended looking into possible funding from the ADA that surrounding cities have been able to obtain.

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Pastor Camp questioned if the ADA was an entity that gives grants or if a different entity gives grants to become ADA compliant.

Mayor Jones asked Ms. Nelson to bring the name of the grant that the surrounding cities have obtained.

PRESENTATION:

1. Presentation - Employee Longevity Recognition

Mayor Jones presented longevity awards to Kyle Sanders for 20 years of service and to Robin Kampmann, Public Works Director for Greg Pappas for 5 years of service.

PROCLAMATION:

1. Proclamation - Ulanda Hinkston - Drug & Alcohol Facts Week

Gary Jones presented Ulanda Hinkston with a signed Proclamation. Ms. Hinkston read the Proclamation to the group which declared the City of Red Bluff to proclaim Monday January 23rd through Sunday January 29th as "National Drug and Alcohol Facts Week".

CONSENT AGENDA:

Councilmember Schmid requested that item 2 be pulled for discussion.

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

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

1. Approval of Warrant List for December 2016

Recommendation: That the City Council approve Check Warrant No. 85839 through 86084 dated December 1, 2016 through December 31, 2016.

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

Approved 5-0-0

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2. Open Market Purchases and Contract Awards -December 2016

Recommendation: That the City Council accepts the open market purchases and contract awards for December of 2016.

Pursuant to the City of Red Bluff's Code, Section 2.67-2, the Purchasing Officer shall, at least monthly, prepare and submit a report to the City Council of all open market purchases & contract awards made for the preceding month. Unless otherwise noted, the awards were to the lowest responsible bidders and bids were in compliance with City specifications/requirements. All bids awarded were within the appropriations approved for them by the City Council in the current Annual Budget.

Councilmember Schmid requested and received clarification on the funds requested for the Madison Street Appraisal.

Councilmember Schmid requested and received clarification on the Airport Capital Improvement plan.

M/S Councilmembers Schmid and Parker to accept the open market purchases and contract awards for December 2016.

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

CURRENT BUSINESS:

1. Public Hearing and Resolution No. 1-2017 for Downtown Red Bluff Parking and Business Improvement Area

Sandy Ryan, Finance Director provided staff's recommendation that the City Council:

> 1. Open a public hearing, receive any testimony and determine whether or not protests (written and verbal during the public hearing) constitute 50% or more of the assessed properties. Depending on the outcome of this public hearing, the City Council may choose to adopt Resolution No. 1-2017.

Mayor Jones opened the Public Hearing at 7:23 p.m.

Thomas Bobadilla, President of the Downtown Red Bluff Business Association (DRBBA) stated the DRBBA has saved a lot of money over the last several years, which they want to put back into downtown.

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Rita Ramsey, Secretary of the DRBBA said that they have been working hard to pull the local businesses together, they have collected emails from all of the local business owners which has been very effective in assisting them to work together as a unit, they will be ordering new banners for downtown soon. In the future, they would like to discuss the planters and see what the City needs to do in regards to plumbing prior to CalTrans resurfacing Main Street around the year 2020.

Councilmember Schmid stated that the plumbing issue has been brought up in the past.

Mayor Pro Tem Jackson stated she will contact Rick Crabtree, City Manager regarding the plumbing to the planters.

Mayor Jones closed the Public Hearing at 7:27p.m.

Councilmember Schmid brought up that this issue was brought up by the DRBBA

Mayor Pro Tem Jackson gave kudos to Rita Ramsey for stepping up to help make the DRBBA better, and stated that she supports and appreciates the DRBBA and all the work they do.

M/S Councilmembers Parker and Jenkins to adopt Resolution No. 1-2017 Regarding Fiscal Year 2017 Assessment for Downtown Red Bluff Parking and Business Improvement Area.

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

2. Public Hearing for the Draft Urban Water Management Plan

Robin Kampmann, Interim City Engineer, provided staff's recommendation that the City Council:

1. Conduct a Public Hearing and consider any public comments received on the Draft Urban Water Management Plan.

2. Adopt Resolution No. 02-2017 adopting the 2015 Urban Water Management Plan and authorizing the City Manager to file this plan with the California Department of Water Resources.

The Urban Water Management Act requires every "urban water supplier" to prepare or modify and adopt an Urban water Management Plan (UWMP) every five years. The current plan was accepted by the Department of Water resources in 2010. The City of Red Bluff is considered an "urban water supplier" as they service 3,000 or more connections or supply more than 3,000 acre-feet of water annually.

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The purpose of the UWMP is to maintain efficient use of the urban water supplies, promote conservation programs and policies, ensure that sufficient water supplies are available for future beneficial use, and provide a mechanism for response during water drought conditions.

The UWMP studies the past, current and projected water use of the City. It also analyzes the water reliability in regards to both quantity and quality relating to climate change and projected population. All studies associated with the UWMP were conducted through State provided auditing software and spreadsheets. Data used for the studies was provided by the City staff, which included but is not limited to, water draw reports from the City wells, water used by customers, water leak and repair reports and existing City water infrastructure.

Some of the State required changes in the 2015 UWMP compared to the 2010 UWMP include new demand management measures, reporting on distribution system water loss, reporting on energy used to extract water in wells, defining water features that are supplied with City water and other documentation and submitted requirements.

Ms. Kampmann stated that the City of Red Bluff met the 2015 targeted water use, keeping us in compliance. The City will avoid placing a disproportionate burden on any customers to meet the 2020 usage requirements.

Mayor Jones opened the Public Hearing at 7:31 p.m. and hearing no comments closed the Public Hearing at 7:31 p.m.

Councilmember Schmid stated that after reviewing the report it confirmed that Red Bluff is small in comparison to the rest of the state.

Ms. Kampmann stated that we are currently utilizing auditing software so we are steps ahead of where we are required to be.

Councilmember Jackson requested clarification on why if the 2015 report was being done one year later.

Ms. Kampmann clarified stating that the report takes all the data from 2015 so it is not due until 2016.

Councilmember Schmid requested clarification on if the recycled water was the water used by CalTrans on the freeway.

Ms. Kampmann confirmed that is indeed were the recycled water is being used.

Councilmember Parker recommended changes be made to page 6-2 on item 6.2.2 Groundwater Management he recommended "That action has been completed" be added and recommended that "The City will not be a voting member of the Groundwater

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Sustainability Agency (GSA)" be omitted because they are a voting member of the Groundwater Commission (GC) which makes its recommendations to the GSA. He also recommended that the "GSA will consist of 11 members including 1 member from the City of Red Bluff" be changed to "GC will consist of 11 members including 1 member from the City of Red Bluff."

Councilmember Schmid asked Councilmember Parker what was happening with the Groundwater Commission.

Councilmember Parker stated that they had a meeting last week and they are currently putting together their bylaws, and those should be approved in February and move forward on the actual Sustainable Groundwater Management Act.

Mayor Pro Tem Jackson confirmed that Ms. Kampmann will take these changes to Rick Crabtree, City Manager due to his absence.

M/S Councilmember's Jackson and Jenkins to adopt Resolution No. 02-2017 with the proposed changes, adopting the 2015 Urban Water Management Plan and authorizing the City Manager to file this plan with the California Department of Water Resources.

AYES: Councilmember's Jackson, Jenkins, Jones, Schmid and Parker
NOES: None
ABSENT OR NOT VOTING: None

3. Construction Bid Proposal for the Walbridge Sewer Improvement Project

Robin Kampmann, Interim City Engineer, reviewed the staff report and provided staff's recommendation that the City Council authorizes the Interim Public Works Director to advertise for proposals for construction of the Walbridge Sewer Improvements Project.

The proposed project would remove approximately 1000-feet of sewer force main between the sewer manhole on Walbridge Street west of Kemper Avenue to the high point of the force main near the intersection of Baker Street and the gravel frontage road and replace it with 8-inch gravity sewer line. The project would also include the installation of two new sewer manholes.

An engineer's estimates of $152,000.00 for the sewer improvements was provided by Carollo Engineering.

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 Schmid stated that he went to the area in discussion and stated that the natural fall starts at the intersection of the Old Road at Baker Road and goes back into the subdivision, currently it is all forced main, he requested clarification on why all the force main cannot be eliminated.

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Ms. Kampmann confirmed that all of the force main cannot be eliminated because the fall is not enough to allow it, she stated that they are cutting down greatly the amount used.

Councilmember Schmid requested confirmation that the estimate of $152,000.00 is accurate enough to complete entire project.

Ms. Kampmann confirmed that the estimate appeared to be reasonably accurate.

Councilmember Parker stated that this was a Greenville Rancheria project that was approved previously by the City of Red Bluff. He recommends Rick Crabtree, as the City Attorney City/Manger, contact Greenville Rancheria to have them pay 1/2 the bill since it was their project in the past.

Councilmember Schmid agreed but stated that unfortunately since it was approved before by the City of Red Bluff they will probably refuse to pay, but even though the City approved it prior, it did not work so Greenville should still pay for part of the cost.

Kathy Nelson stated that she wants to be notified of the progress and timeline of this project and asked if they will go by mediation agreement. Ms. Nelson also asked if there will be 2 manholes and if there will be stronger pumps? Ms. Nelson stated that there was strong odor during the holidays and stated that many members of the community are being affected. Ms. Nelson stated that the City is currently non-compliant and she wants to know when this will go to bid and the timeline of the project. Ms. Nelson also stated that there have been a lot of problems with the old city dump that was supposed to be completed in 2015 that was put off, she also stated that work was supposed to be completed in September but it keeps getting put off and she would like to know why.

Mayor Jones stated that the project was put off due to weather.

Ms. Nelson stated that this should have been done over summer and that if this is not completed in a timely manner she will be forced to get legal counsel regarding the manner. She feels that they do not go by what the law says and they do it at their own pace and it is not acceptable the people being affected.

Mayor Jones stated that they are trying to move forward as quickly as possible, they have processes that they have to follow. Ms. Nelson was offered a copy of the work that is being proposed to be completed.

Councilmember Parker requested clarification on the dates of the bids.

Ms. Kampmann provided clarification stating that on Thursday, January 19th, Red Bluff Daily News will post for a pre-bid meeting, the pre-bid meeting will be held on February 8th, opening bids will occur on February 22nd. She will bring the recommended awarded contracts to the Council meeting on March 7th.

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M/S Councilmembers Jackson and Parker to approve the Construction Bid for Walbridge Sewer Improvements

AYES: Councilmember's Jackson, Jenkins, Jones, Schmid and Parker
NOES: None
ABSENT OR NOT VOTING: None

4. 2016 Homeland Security Grant Agreement

Kyle Sanders, Chief of Police reviewed staff report and provided staff recommendations to:

1. Authorize the Chief of Police to sign the 2016 Homeland Security Grant expenditure agreement between the City of Red Bluff and the County of Tehama.

2. Approve a supplemental appropriation in the amount of $31,500.00 for Fiscal Year 2016/2017 revenue account 11-33-060-740 and for expenditure from expense account 11-33-540-126. The amount of $31,500.00 will be reimbursed to the City of Red Bluff by the County of Tehama (via Homeland Security Grant Funds) following the purchase of the FileOnQ Evidence Software and equipment for $12,500.00 and following the purchase and installation of the new radio antenna for $19,000.00.

Allocation of Homeland Security Grand Funds begins with a collaborative meeting involving representatives from law enforcement, Fire, EMS and other public services providers in Tehama County. Funds from this program must be allocated based on specified program guidelines. These guidelines also dictate what type of items can be purchased. Tehama County Sheriff's Office is the grant administrator and therefore funds are received by the County and then reimbursed to the other agencies subsequent to the purchases being made.

Police Department staff evaluated organizational needs (within the constraints of the grant) and identified the need to replace our current radio antennae that sits on tip of the police department. This project is estimated to cost $19,000.00. We also identified the need to improve our evidence processing and storage software system at an estimated cost of $12,500.00. At the above described meeting, Staff gained the commitment of $31,500.00 of the 2016 Homeland Security funds to be utilized for these two projects.

M/S Councilmember's Jackson and Jenkins to:

1. Authorize the Chief of Police to sign the 2016 Homeland Security Grant expenditure agreement between the City of Red Bluff and the County of Tehama.

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2. Approve a supplemental appropriation in the amount of $31,500.00 for Fiscal Year 2016/2017 revenue account 11-33-060-740 and for expenditure from expense account 11-33-540-126. The amount of $31,500.00 will be reimbursed to the City of Red Bluff by the County of Tehama (via Homeland Security Grant Funds) following the purchase of the FileOnQ Evidence Software and equipment for $12,500.00 and following the purchase and installation of the new radio antenna for $19,000.00.

AYES: Councilmember's Jackson, Jenkins, Jones, Schmid, and Parker
NOES: None
ABSENT OR NOT VOTING: None

STAFF ITEMS:

Kyle Sanders, Police Chief reported that on Monday, January 23rd a new police officer Kenneth Warren will be sworn in at 9 a.m. and everyone is invited.

Robin Kampmann reported that they opened construction bids for chiller and boiler units, they have received 3 bids, the lowest bid so far is from a company out of Redding at a total of $298,415.00. The bids will be reviewed and the staff's recommendation will be brought to the next City Council Meeting.

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 - met January 13th at 9:30am and discussed housing in Butte, Glenn and Tehama County.
Tehama County Transportation Commission - No Meeting
Downtown Red Bluff Business Association - Meeting on January 18th
Community Action Agency - Meeting on January 19th at 3pm at 727 Oak St.
Tehama Economic Development Corporation - No Meeting
Executive Committee - Tehama County Solid Waste Management Agency - No Meeting
Tehama County Solid Waste Management Agency (JPA II) - Appointed member, amended bi-laws, selected executive committee, agreed on a new legal agreement with new legal counsel. Large cleanup from burned building in Corning, discussed grants and selling a truck.
Chamber of Commerce - January 24th at 7:45am at RaboBank

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ADJOURNMENT:

There being no further business Mayor Jones adjourned the meeting at 7:55 p.m. until the meeting of February 7, 2017, at the Red Bluff City Council Chambers.

Gary Jones, Mayor

ATTEST:

Alicia Deputy Clerk
For – Cassidy DeRego, City Clerk

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