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, January 21, 2014
Time of Meeting: 7 p.m. Regular Meeting
Place of Meeting: Council Chambers, City Hall
555 Washington Street
Red Bluff, CA 96080

Councilmembers Present: Daniele Jackson, Mayor
Ray Eliggi, Mayor Pro Tem
Clay Parker
Rob Schmid
Wayne Brown

Councilmembers Absent: None

Staff Present: Rick Crabtree, City Manager/City Attorney
Paul Nanfito, Police Chief
Scot Timboe, Interim Community Development Director
Sandy Ryan, Finance Director
Jo Anna Lopez, City Clerk
Jon Bennett, Fire Chief

Mayor Jackson asked Councilmember Schmid to lead the Pledge of Allegiance and the assembly joined in.

CITIZEN'S COMMENT:

William Yates, Boy Scout member, asked the City Council who he would contact so he could do some community service.

Rick Crabtree responded that Mr. Yates should contact him.

The City of Red Bluff is an equal opportunity provider

PRESENTATION – EMPLOYEE LONGEVITY RECOGNITION

Mayor Jackson presented to the Certificate of Appreciation to Don Brown for 15 years of service and acknowledged Sergeant Kevin Hale (10 years) and Farrah Morris (5 years) for their years of service.

CONSENT AGENDA:

Councilmember's Eliggi and Schmid pulled items 3, 4 and 5 for clarification.

M/S/C Councilmembers Schmid and Eliggi to approve the remainder of the Consent Agenda as presented.

AYES: Councilmembers: Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

1. TREASURER'S REPORT – FOURTH MONTH OF FISCAL YEAR 2014

Recommendation: That the City Council accepts the Treasurer's report for the fourth month of FY 2014.

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

2. TREASURER'S REPORT – FIFTH MONTH OF FISCAL YEAR 2014

Recommendation: That the City Council accepts the Treasurer's report for the fifth month of FY 2014.

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

The City of Red Bluff is an equal opportunity provider

3. "GOOD CAUSE" ORDINANCE NO. 1028

Recommendation: That the City Council waive the second reading and adopt Ordinance No. 1028, an Ordinance of the City of Red Bluff defining "Good Cause" for purposes of employee discipline.

Each of the existing City bargaining unit MOU's provide for a disciplinary process based on "cause" or "good cause". (See, e.g., Fire MOU § 20.00.00; Police MOU § 20.00.00; Misc. MOU § 20.00.00) However the MOU's do not describe or define "cause" for discipline. The proposed ordinance will set forth a uniform basis or description of "cause" or "good cause" for discipline.

The proposed description of "good cause" for discipline comes directly from state law Local Agency Personnel Standards, 2 Calif. Code of Regulations (CCR) § 17544. (See also, 2 CCR § 17542)

M/S/C Councilmembers Eliggi and Brown waive the second reading and adopt Ordinance No. 1028.

AYES: Councilmembers: Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

4. REPORT REGARDING OPEN MARKET PURCHASES & CONTRACT AWARDS DECEMBER 2013

Recommendation: That the City Council accepts the open market purchases & contract awards for December of 2013.

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. Above is a list of purchases and awards for December of 2013 with the amount of the bid and the dates for the purchase of materials, supplies and services required by the City's departments and approval by the Purchasing Officer. 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.

M/S/C: Councilmember Schmid and Eliggi to accept the open market purchases and contract awards for December of 2013.

The City of Red Bluff is an equal opportunity provider

AYES: Councilmembers: Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

5. SUPPLEMENTAL APPROPRIATIONS

Recommendation: That the City Council:

1. Authorize the Finance Director to make a supplemental appropriation of $104,881.00 for expenditure from account # 28-33-540-100. This expenditure account will be used to fund the Mobile Digital Computer Project.

2. Authorize the Finance Director to make a budget adjustment of $5,000.00 from 28-33-340-100 into account # 28-33-540-100.

On August 28, 2013 the City Council received $104,881.00 of 'Prop 30 Funds deposited into account # 28-33-060-100. On November 5, 2013 the City Council approved the joint Mobile Digital Computer (MDC) Project with the City of Corning/ Corning Police Department. This project will be financed with 'Prop 30 Funds' received from the State of California for municipal police departments. These funds will also be supporting the G.R.E.A.T. Officer Position.

On December 10, 2013 the City Council of the City of Corning approved the use of 'Prop 30 Funds' the joint Mobile Digital Computer Project. The budget plan for this project included funds allocated to the G.R.E.A.T. Officer Program.

M/S/C Councilmembers Schmid and Brown to authorize the Finance Director to make a supplemental appropriation of $104,881.00 for expenditure from account no. 28-33-540-100 and a budget adjustment of $5,000.00 from fund 28-33-340-100 into account no. 28-33-540-100.

AYES: Councilmembers: Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

CURRENT BUSINESS:

CHAMBER OF COMMERCE UPDATE

Dave Gowan and Darlene Koontz provided an information update on Chamber activities to the City Council.

The City of Red Bluff is an equal opportunity provider

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.
Informational only, no action needed

ORDINANCE NO. 1022; MODIFICATIONS REGARDING LODGING HOUSES AND TRANSITIONAL HOUSING AND THE DEFINITION OF SINGLE-FAMILY DWELLING

Scot Timboe, Interim Community Development Director, reviewed the staff report and provided staff's recommendation that the City Council Waive the First Reading and Introduce Ordinance No. 1022 (Rezone 220), an Ordinance amending Chapter 25 of the Red Bluff City Code Sections 25.52, 25.79 and 25.239 relating to Lodging Houses, Transitional Housing and the definition of Single-Family Dwelling.

On November 10, 2009 the Department of Housing and Community Development (HCD) certified the City's Housing Element as legally compliant. The Housing Element includes certain Goals, Policies and Programs. Programs typically have implementation objectives and time frames for achievement, which are followed up on in the Annual Element Progress Report due to HCD every April between Housing Element adoption years. As indicated in the Annual Housing Element Report for 2013, Ordinance 1022 (Rezone 220) will add clarity for Single Room Occupancies (Lodging House) Permitted in Residential and Commercial Zones that can be used by developmentally disabled and/or special needs populations for convenient access to all services (Social Services and Consumer Services). This is consistent with the intent of Senate Bill 2, which was signed into law on October 13, 2007.

The Text Rezone No. 220 (Ord. 1022) will address the requirement and intent of Senate Bill No. 2 along with other legislative requirements developmentally disabled and/or disadvantaged populations within the City of Red Bluff. The actions taken in this Ordinance will also help with some clean up language for a previous Ordinance (1018) that combined Building and Planning Departments into the Community Development Department for fiscal and efficiency purposes.

On January 7, 2014, the City Council conducted a public hearing regarding the proposed ordinance. Attorneys representing PATH addressed the City Council and supplied a written comment letter. The City Council conducted the public hearing and found the proposed ordinance to be exempt from CEQA. The City Council then directed that consideration of the ordinance be continued to allow the council and staff to review PATH's comment letter.

The City of Red Bluff is an equal opportunity provider

After review of the comment letter from PATH's counsel, staff is recommending some minor revisions to the proposed ordinance which expressly reference the state statutes identified in PATH's letter.

M/S/C Councilmembers Parker and Eliggi to waive the first reading and introduce Ordinance No. 1022.

AYES: Councilmembers: Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

ANNUAL REPORT – DEVELOPMENT IMPACT FEES FOR THE CITY OF RED BLUFF FOR FISCAL YEAR ENDING JUNE 30, 2013

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council receive the Annual Development Impact Fees Report for Fiscal Year Ending June 30, 2013.

In accordance with Section 66006 of the Government Code, the City is required to prepare an annual report related to development impact fees. This report must contain the following information:

1. a brief description of the type of fees,
2. the beginning and ending amount of each fee account,
3. the amount of the fees collected and interest earned,
4. an identification of each public improvement on which the fees were expended and the amount of the expenditures on each improvement,
5. the amount of the fees,
6. an identification of approximate dates by which the construction of the public improvements will commence,
7. a description of each interfund transfer or loan made from the account.

Staff has prepared a report for City Council of the Annual Report of Development Impact Fees, Fiscal Year Ending June 30, 2013.

M/S/C Councilmembers Brown and Schmid to receive the Annual Development Impact Fees Report for Fiscal Year Ending June 30, 2013.

AYES: Councilmembers: Brown, Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: None

The City of Red Bluff is an equal opportunity provider

ANIMAL SHELTER COST UPDATE AND SUPPLEMENTAL APPROPRIATION

Police Chief Paul Nanfito reviewed the staff report and provided staff's recommendation that the City Council make a supplemental appropriation to the Police Department Animal Shelter account (#11-33-340-102) in the amount of $9,394.00. The total projected costs for the 2013/2014 Fiscal Year is $104,983.99. This is an increase of $9,393.99.

The City of Red Bluff currently contracts with the Tehama County, Animal Care Center (ACC) for shelter services for dogs and cats impounded or seized in the City of Red Bluff. The contract was signed in 1989 and costs are generally based upon a percentage of certain costs at the shelter.

The percentage is arrived at by determining what percentage the number City of Red Bluff animal impounds/ seizures is out of the total number of animals to go through the shelter on an annual basis.

This generally means animals taken in the City of Red Bluff vs the number of animals taken by the County Animal Control officers and those turned in at the Animal Shelter. Refer to the attached Animal Shelter 10-Year Cost Analysis / Comparison.

Each year, the Tehama County Agriculture Commissioner submits a letter that outlines the number of animals processed during the previous Fiscal Year. This letter generally arrives around October of the new fiscal year (see attached).

City budget talks/meetings generally occur around April or May prior to the start of the new fiscal year. When the Ag Commissioner's letter arrives the amount budgeted for the city's portion of the animal shelter fees has already been established and approved by City Council. This leaves the police department in a position where we cannot accurately budget or project animal shelter costs for the new budget. This has also resulted in the same amount being budgeted each fiscal year over the past six (6) Fiscal Years (see attached cost analysis) despite ongoing increases to the animal shelter fees.

M/S/C Councilmembers Parker and Eliggi to make a supplemental appropriation to the Police Department Animal Shelter account (#11-33-340-102) in the amount of $9,394.00. The total projected costs for the 2013/2014 Fiscal Year is $104,983.99, which is an increase of $9,393.99.

AYES: Councilmembers: Brown, Eliggi, Jackson and Parker
NOES: Councilmember: Schmid
ABSENT OR NOT VOTING: None

The City of Red Bluff is an equal opportunity provider

APPROVAL OF WARRANT LIST

Action Item
Recommendation: That the City Council approve Check Warrant No. 77271 through 77469 dated December 1, 2013 through December 31, 2013.

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

M/S/C Councilmembers Parker and Eliggi to approve Check Warrant No. 77271 through 77469 dated December 1, 2013 through December 31, 2013.

AYES: Councilmembers: Eliggi, Jackson, Parker and Schmid
NOES: None
ABSENT OR NOT VOTING: Councilmember: Brown (abstained)

STAFF ITEMS: None

COMMITTEE REPORTS/COUNCIL COMMENTS:

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

Local Agency Formation Commission (LAFCO) – *did meet, Councilmember Parker was elected to serve as Chair for the year.*
3 Core – *No Meeting*
Tehama County Transportation Commission - *No Meeting*
Downtown Red Bluff Business Association - *No Meeting*
Community Action Agency - *No Meeting*
Tehama Economic Development Corporation - *No Meeting*
Tehama County Sanitary Landfill JPA I - No *Meeting*
Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II - *No Meeting*

The City of Red Bluff is an equal opportunity provider

ADJOURNMENT:

There being no further business Mayor Jackson adjourned the meeting at 7:55 p.m. until the meeting of February 4, 2014.

Daniele Jackson

Daniele Jackson, Mayor

ATTEST:

Jo Anna Lopez

Jo Anna Lopez, City Clerk

The City of Red Bluff is an equal opportunity provider