



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, June 23, 2015
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
Daniele Jackson, Mayor Pro Tem
Rob Schmid
Gary Jones
Suren Patel

Councilmembers Absent: None

Staff Present: Rick Crabtree, City Manager/City Attorney
Sandy Ryan, Finance Director
Kyle Sanders, Police Chief
Ray Barber, Fire Chief
Cheryl Smith, Deputy City Clerk
Vi Cobb, Human Resources Analyst II
Donna Gordy, City Treasurer

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Pastor Scott Camp provided a prayer for the City Council and those in attendance.

Kathy Nelson expressed her concerns with the remodel at the airport restaurant and presented a proposal from restaurant patrons.

Fire Chief Ray Barber announced the celebration of life for Captain Larry Snell would be held on Saturday, June 27th beginning at 2 p.m. at the Red Bluff Community Center.

CONSENT AGENDA:

Councilmember Schmid asked that items number 2, 3 and 4 be pulled for clarification on how the expenditures contained in items 2 and 3 will affect the general fund balance.

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

AYES: Councilmembers Jackson, Jones, Parker, Patel and Schmid

NOES: None

ABSENT OF NOT VOTING: None

1. APPROVAL OF WARRANT LIST

Recommendation: That the City Council approve Check Warrant No. 81299 through 81483 dated May 1, 2015 thru May 31, 2015.

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

Approved 5-0-0

2. SUPPLEMENTAL APPROPRIATION FOR COMP. LEAVE PAYOUT

Recommendation: That the City Council approve a supplemental appropriation to the Fire Department comp. leave account (11-31-125-100) in the amount of \$46,000.

When employees leave City employment, the City is required to compensate the departing employee for all accrued leave balances except sick leave. For budgeting, the City normally allocates 10-25% of the department's accrued comp. leave balance for each fiscal year. Usually, this estimate is adequate to meet the payouts of accrued leave necessitated by the departure of department employees.

The 2014/2015 Budget allocated \$46,892.00 to Fire Department accrued comp leave payouts. Unfortunately, this year's budget has already been exhausted due to the payouts associated with the prior departure of the former Fire Chief.

The Fire Department recently had an unexpected death of a department employee. This supplemental appropriation is necessary in order to cover the required accrued leave payment.

M/S/C Councilmembers Schmid and Jackson to approve a supplemental appropriation to the Fire Department comp leave account (11-31-125-100) in the amount of \$46,000.00.

AYES: Councilmembers Jackson, Jones, Parker, Patel and Schmid

NOES: None

ABSENT OF NOT VOTING: None

3. SUPPLEMENTAL APPROPRIATION FOR STATE BOARD OF EQUALIZATION INVOICE

Recommendation:

That the City Council approve a supplemental appropriation to the Finance Department Professional and Contractual Services account (10-18-340-100) in the amount of \$7,246.26 to pay for the fee charged by the State Board of Equalization (BOE) to implement the ¼ cent sales tax collection process.

On December 16, 2014 council adopted Resolution 25-2014, authorizing the City Manager to execute an agreement with the BOE for implementation of a local transactions and use tax. At that time, the preparatory costs for the implementation were estimated to be \$15,000 to \$20,000. As there was no way to know the costs, a supplemental appropriation was not requested. We recently received the invoice for the preparatory costs for the implementation, and are requesting a supplemental appropriation for that amount.

M/S/C Councilmembers Schmid and Jackson to approve a supplemental appropriation to the Finance Department Professional and Contractual Services account (10-18-340-100) in the amount of \$7,246.26 to pay for the fee charged by the State Board of Equalization (BOE) to implement the ¼ cent sales tax collection process.

AYES: Councilmembers Jackson, Jones, Parker, Patel and Schmid

NOES: None

ABSENT OF NOT VOTING: None

4. REPORT REGARDING OPEN MARKET PURCHASES & CONTRACT AWARDS MAY 2015

Recommendation: That the City Council accepts the open market purchases & contract awards for May of 2015.

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 May of 2015 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.

Councilmembers Schmid and Patel requested and received clarification on the electronic scoreboard, bio study, Avatar video/audio receiver and Polaris purchases contained in the report.

M/S/C Councilmembers Schmid and Jackson to accept the open market purchases and contract awards for May of 2015.

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

5. SUPPLEMENTAL APPROPRIATIONS FOR THE FUNDING OF THE CONSULTING SERVICES THAT WILL PROVIDE FOR THE DESIGN, PERMITTING, COORDINATION AND GRANT MANAGEMENT ASSISTANCE FOR THE RED BLUFF RIVER FRONT PARK BOAT LAUNCH FACILITY

Recommendation: That the City Council authorizes a supplemental appropriation in the amount of \$163,000.0 into the 2014/2015 budget account for Grant Fund Revenues, Fund No. 71-72-060-921 for Boat Ramp Revenue, Phase 2
And:
That the City Council authorizes a supplemental appropriation in the amount of \$163,000.00 into the 2014/2015 budget account for Grants Fund Expenditures. Fund No. 71-72-540-921, Boat Ramp Grant Phase 2.

The approval of the Grant funding was received in June of 2014. The funds from these Grants were not included in the 2014 / 2015 budget allocations, as they were indefinite at the time that the budget was adopted in May of 2014. The requested supplemental appropriations will formally include the approved Grant allocations into the currently adopted 2014 / 2015 City budget.

Approved 5-0-0

CURRENT BUSINESS:

1. APPROVE THE PROPOSED 2015/2016 AGREEMENT BETWEEN THE CITY RED BLUFF AND THE RED BLUFF-TEHAMA COUNTY CHAMBER OF COMMERCE.

Rick Crabtree, City Manager, reviewed the staff report and provided staff's recommendation that the City Council approve the proposed 2015/2016 Agreement between the City of Red Bluff and the Red Bluff-Tehama County Chamber Of Commerce.

The proposed Chamber Agreement covers fiscal year 2015/2016 and sets forth certain services, related to the promotion of tourism, which the Chamber will provide in exchange for an annual fee of \$70,000.00.

Kristen Gray, Pastor Scott Camp and Dave Gowan, Chamber of Commerce, expressed their concerns with the removal of language in the contract referencing funding being connected to TOT revenues.

Ms. Gray expanded on the ways that the Chamber enhances the community and the events that are organized throughout the year that attract visitors.

Pastor Scott Camp expressed his concerns with the removal of the TOT language as it has always been contained in the contract.

Tex Ash thanked the Chamber for its help in getting the Western Open Fiddlers Competition to Red Bluff and stated that he felt they deserved the funding.

Councilmember Schmid expressed his concerns with the City's budget, as there are no longer the large mills in the area and the budget has decreased over the years. The TOT funds go directly into the general fund, from which Police, Fire and other staff are paid. Even with the ¼ cent sales tax increase the city's work comp, PERS and health insurance has increased, so the city is spending more than received. He continued by saying that the language regarding TOT has always been a point of contention, everyone likes the Chamber, but as a taxpaying citizen of the city, it's hard to see the money go to the Chamber over roads etc.

Councilmember Patel stated that the taxes are to cover the costs of city personnel to protect visitors, citizens etc.

Mayor Pro Tem Jackson expressed her concerns with the language and that it had be a point of contention over the past during negotiations.

Councilmember Jones commented that the lease of the building to the Chamber for one dollar a year was a benefit to the Chamber and that \$35,000.00 is half of the funding for a police officer and/or firefighter.

Dave Gowan stated that the Chamber has been tightening their belts also and have added more services, more hours and an improved website.

Lisa Hansen pointed out that historically TOT monies have gone to promote tourism.

Mayor Parker stated that he tells people how important the Chamber is to Red Bluff and the Council does their best to follow what the voters wanted.

M/S/C Councilmembers Parker and Patel to approve the proposed 2015/2016 agreement between the City of Red Bluff and the Red Bluff-Tehama County Chamber of Commerce.

AYES: Councilmembers Parker and Patel

NOES: Councilmembers Jackson, Jones and Schmid

ABSENT OR NOT VOTING: None

Motion by Councilmember Schmid to amend the contract removing the "from TOT revenues" and reduce funding back to \$35,000.00 died for a lack of a second.

M/S/C Councilmembers Jackson and Jones to remove "from TOT revenues" from the contract and leave the funding for the Chamber at \$70,000.00.

AYES: Councilmembers Jackson, Jones and Parker

NOES: Councilmembers Patel and Schmid

ABSENT OR NOT VOTING: None

Mayor Parker stated that his vote was based on the fact that although he favored the wording regarding TOT in the agreement the Chamber needed the funding more.

2. RESERVE FIREFIGHTER PAY SCHEDULE AND PAY CALCULATION

Ray Barber, Fire Chief, reviewed the staff report and provided staff's recommendation that the City Council adopt the new pay schedule presented by the Fire Chief which was approved by the Reserve Firefighters and Reserve Engineers earlier this year.

The current pay calculation used to pay Reserve Firefighters and Reserve Engineers is cumbersome and leaves some areas up to interpretation. The current calculation process requires combining call hours, training hours and other times in order to calculate what the Reserve is due. The new calculation will be a straight hourly rate rather than two combined separate proposed rates. This will make payroll much more streamlined.

Councilmember Schmid requested clarification on this would affect the adopted budget.

Chief Barber stated that it should remain the same as this proposed pay schedule was used when the 2015/2016 budget was negotiated.

Mayor Pro Tem Jackson stated that the wages should be increased as these employees have to have the EMT training, which includes CPR and First Aid as well as obtaining a Firefighter 1 certificate to respond to calls.

Mayor Parker stated that all the members of Council would like to pay our employees more but at this time the budget would not handle.

M/S/C Councilmembers Patel and Schmid to adopt the new pay schedule presented by the Fire Chief which was approved by the Reserve Firefighters and Reserve Engineers earlier this year.

AYES: Councilmembers Jones, Parker, Patel and Schmid

NOES: Jackson

ABSENT OF NOT VOTING: None

3. PUBLIC HEARING FOR CDBG ADA TRANSITION PLAN

Sandy Ryan, Finance Director, reviewed the staff report and provided staff's recommendation that the City Council conduct a Public Hearing and consider any public comments received. City Council approve the ADA (American with Disabilities Act) Self Evaluation and Transition Plan as presented by adoption of Resolution 18-2015, and direct staff to submit the final study to CDBG (Community Development Block Grant) for grant approval.

Disability Access Consultants (DAC) developed and conducted a study/plan of the City's facilities and parks. From the database provided by DAC, staff and consultants Adams Ashby Group assembled the attached ADA Self Evaluation and Transition Plan. This plan needs approval from City Council as required by the grant policies.

If approved by CDBG, City staff will be utilizing CDBG Program Income funds on hand to address some of the recommendations.

Mayor Parker opened the public hearing at 8:18 p.m.

Kathy Nelson expressed her concerns and requested clarification on whether the airport would receive any of these grant funds.

City Manager Rick Crabtree reported that the airport was one that the city was currently addressing with the remodel to relocate the restaurant downstairs.

Councilmember Schmid reported that the plans for the airport remodel had gone out, bids received and the city was currently negotiating with the low bidder to see if they could bring the cost down.

Ms. Ryan explained that this was to show the costs of the ADA issues and that she was working with CDBG to see if the city could use some of the funds from program income to address some of the ADA improvements.

Mayor Parker closed the public hearing at 8:31 p.m.

M/S/C Councilmembers Jackson and Jones to adopt Resolution No. 18-2015 approving the ADA Self Evaluation and Transition Plan and direct staff to submit the final study to CDBG for grant approval.

AYES: Councilmembers Jackson, Jones, Parker, Patel and Schmid

NOES: None

ABSENT OF NOT VOTING: None

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) - *no meeting*

3 Core - *next meeting in September*

Tehama County Transportation Commission - *next meeting June 26th*

Downtown Red Bluff Business Association - *meeting was held last week*

Community Action Agency - *discussed agency plan for next 2 years, approved by the State and now going to the Federal level for approval*

Tehama Economic Development Corporation - *met June 10th, discussed future role of TEDC on tourism improvement*

Tehama County Sanitary Landfill JPA I - *no meeting*

Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II - *no meeting*

Tehama County/City of Red Bluff Landfill Management Agency JPA II - *meeting next week*

Chamber of Commerce - *met June 23rd, membership is up to 416, Farmers Markets have begun and the fireworks booth will open June 28th*

Councilmember Schmid requested and received information on the Givens Road and boat launch projects.

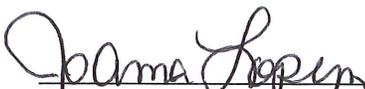
ADJOURNMENT:

There being no further business Mayor Parker adjourned the meeting at 8:43 p.m. until the Meeting of July 7, 2015.



Clay Parker, Mayor

ATTEST:



Jo Anna Lopez, City Clerk