



# CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 (530) 527-2605 Fax (530) 529-6878 www.cityofredbluff.org

## City Council Minutes

Tuesday June 5, 2018  
6:00 p.m. 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  
Robin Kampmann, Public Works Director  
Ray Barber, Fire Chief  
Sandy Ryan, Finance Director  
Kyle Sanders, Police Chief  
Cassidy DeRego, City Clerk  
Donna Gordy, City Treasurer  
Scott Miller, Associate Engineer  
Anita Rice, Deputy City Clerk  
Marie Jensen, Public Works Administrative Technician  
Dom Catona, Fire Captain  
Uriah Harris, Firefighter

### PLEDGE OF ALLEGIANCE:

Firefighter Uriah Harris led the Pledge of Allegiance and the assembly joined in.

### CITIZEN'S COMMENT:

Kathy Nelson discussed her concerns with the building on Sutter Street in Red Bluff, she stated that it is an eyesore and she would like to see it torn down.

Mayor Eyestone asked if this concern could be placed on a future City Council agenda to be discussed further.

Rick Crabtree, City Manager, stated that they will place this item on the next City Council Agenda.

Councilmember Parker asked for this item to be a public City Council Agenda item.

Mr. Crabtree confirmed that it would be a public City Council Agenda item on the Tuesday, June 19, 2018 meeting.

Scott Miller, Associate Engineer, commented regarding item four under Current Business. He requests that the City Council extends the contract with NorthStar. Staff has been extremely happy with Robin Kampmann as their Public Works Director and they would like to have the opportunity to continue to work with her.

**PROCLAMATION:**

**1. Putty Putt Turns 100**

The City of Red Bluff's first motorized fire engine known as Putty Putt has turned 100 years old. The engine will be at City Hall for this event.

Mayor Eyestone presented Red Bluff Fire Captain Dom Catona who read the Proclamation designating July 9, 2018 as Honorary "Putty Putt Day".

Captain Catona stated that on July 9, 2018 Putty Putt will be on display at the Red Bluff Fire Department.

**CONSENT CALENDAR:**

M/S Councilmembers Jones and Jenkins to approve item one on the consent agenda.

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

NOES: None

ABSENT OR NOT VOTING: None

**1. Approval of May 1, 2018 Meeting Minutes**

**Recommended Action:**

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

5-0-0

## **CURRENT BUSINESS:**

### **1. Public Hearing; Proposed Vacation of Madison Street**

Rick Crabtree, City Manager, provided the staff's recommendation that the City Council:

- Conduct a public hearing regarding the proposed vacation of a portion of Madison Street.
- Approve the proposed Resolution No. 18-2018; a Resolution of the City Council of the City of Red Bluff vacating a Portion of Madison Street.
- In the alternative, provide direction to Staff.

The purchase agreement requires the County, at its sole expense, to construct a relocation of the subject segment of Madison Street to an area west of the proposed jail expansion, but east of the existing railroad right of way.

The Planning Commission met on March 27, 2018 and found the proposed street vacation to be consistent with the City of Red Bluff General Plan.

The Streets and Highways Code requires that the City Council conduct a public hearing regarding the proposed street vacation. After conducting the public hearing, the City Council may consider proposed Resolution No. 18-2018 which would vacate a portion of Madison Street.

Mayor Eyestone opened the Public Hearing at 6:11 p.m. and there being no public comments, the Public Hearing was closed at 6:11 p.m.

M/S Councilmembers Parker and Jones to approve the proposed Resolution No. 18-2018; a Resolution of the City Council of the City of Red Bluff vacating a Portion of Madison Street.

AYES: Councilmembers Jenkins, Jones and Parker

NOES: Eyestone and Schmid

ABSENT OR NOT VOTING: None

### **2. Resolutions 15-2018 & 16-2018; Current ¼% Sales Tax Extension - Ballot Measure**

Rick Crabtree, City Manager, provided the staff's recommendation that the City Council:

- Approve and waive the second reading of Ordinance No. 1050; an Ordinance of the City of Red Bluff enacting a Transactions and Use Tax to be administered by the State Board of Equalization, subject to adoption by the Electorate.

- Adopt Resolution No. 15-2018; a Resolution of the City Council of the City of Red Bluff submitting a Transactions and Use Tax Measure to the Electorate at the November 6, 2018 General Municipal Election, and direct the City Clerk to submit Ordinance No.1050 to the qualified voters of the City of Red Bluff, on the November 6, 2018 local ballot.
- Adopt Resolution No. 16-2018; a Resolution of the City Council of the City of Red Bluff submitting to the Electorate at the November 6, 2018 General Municipal Election an Advisory Measure related to the use of tax revenues, and direct the City Clerk to submit the proposed Advisory Measure to the qualified voters of the City of Red Bluff on the November 6, 2018 local ballot.

With its 6-year sunset provision, the current ¼% sales tax measure will expire on March 31, 2021 unless previously renewed by the voters. If the voters wish to extend the sunset provision, that must occur no later than the November 2020 election. However, the City may go to the voters early (i.e. before November 2020) to request an extension.

The City Council previously directed City staff to prepare the documents necessary to place a 10-year extension of the sunset period on the November 6, 2018 ballot. If approved by the City Council and a majority of voters, the current sunset provision would be extended by 10 years, to March 31, 2031.

If successful, the early extension would aid with City budgeting and allow the continued levels of police and fire services, as well as the park maintenance. Without a prior extension, the City would go into the 2020/2021 budget process blind, not knowing if the extra sales tax revenue will be available after March 2021.

### **ISSUES TO CONSIDER:**

- Absent an emergency, City ballot measures can only be placed on the ballot during a municipal election, which occur for Red Bluff in November of even numbered years. The next municipal election will occur on November 6, 2018. Thereafter the next municipal election will be in November of 2020.
- In order for the sunset extension measure to appear on the November 6, 2018 ballot, the Council must act before July 17, 2018. If successful, the proposed ballot measure would extend the sunset provision for 10 years (to March 2031).
- If the proposed 2018 sunset removal measure fails, the ¼% sales tax would remain in effect until March 2021.
- If the voters reject the proposed extension in 2018, the City Council may consider going back to the voters in November of 2020 to again request an extension or modification of the sales tax before the current March 31, 2021 expiration date.
- An Ordinance placing extension of the sunset provision on the ballot must be approved at least a 2/3 vote of the City Council. With a five member Council, the City Council must approve the proposed Ordinance by at least a 4-1 margin.

Mayor Eyestone asked for more detail about each item discussed.

Rick Crabtree, City Manager, gave an overview of all three items that will need to be done before the Ballot Measure can be approved.

M/S Councilmembers Jones and Parker to approve and waive the second reading of Ordinance No. 1050; an Ordinance of the City of Red Bluff enacting a Transactions and Use Tax to be administered by the State Board of Equalization, subject to adoption by the Electorate.

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

NOES: None

ABSENT OR NOT VOTING: None

M/S Councilmembers Jones and Parker to adopt Resolution No. 15-2018; a Resolution of the City Council of the City of Red Bluff submitting a Transactions and Use Tax Measure to the Electorate at the November 6, 2018 General Municipal Election, and direct the City Clerk to submit Ordinance No.1050 to the qualified voters of the City of Red Bluff, on the November 6, 2018 local ballot.

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

NOES: None

ABSENT OR NOT VOTING: None

M/S Councilmembers Jones and Parker to adopt Resolution No. 16-2018; a Resolution of the City Council of the City of Red Bluff submitting to the Electorate at the November 6, 2018 General Municipal Election an Advisory Measure related to the use of tax revenues, and direct the City Clerk to submit the proposed Advisory Measure to the qualified voters of the City of Red Bluff on the November 6, 2018 local ballot.

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

NOES: None

ABSENT OR NOT VOTING: None

### **3. Resolution 17-2018; Annual Agreement with Cal Fire for Dispatch Services**

Ray Barber, Fire Chief, provided the staff's recommendation that the City Council adopt Resolution No. 17-2018 authorizing City Manager Richard Crabtree to renew and sign the contract with the Red Bluff Fire Department and Cal Fire for the City of Red Bluff fire and emergency medical dispatch services for the period July 1, 2018 to June 30, 2019.

Annual dispatch service fees are roughly based upon the number of emergency requests processed by the Cal-Fire Emergency Command Center (ECC) on behalf of the Red Bluff Fire Department (Rbfd) as compared to the staff time required to complete the required tasks. Therefore, Cal-Fire has determined that the current workload placed on the ECC by the City's call volume meets the requirements for the staffing of one Full-Time Communication Operator.

The City is then responsible for those expenses incurred by Cal-Fire as the result of salary and benefits cost of one Communications Operator, as well as an administrative fee for program oversight.

Last year the Rbfd responded to 3,370 requests for emergency service; as of this staff report we are currently slightly ahead in run volume as compared to the same time last year. The City will only be billed for the actual cost of the additional dispatch employee, which is typically a lesser expense than the cost estimate provided at the start of each new contract year.

Through this dispatch contract the Cal-Fire Emergency Command Center (ECC) performs the following responsibilities: processing of the request for emergency service, dispatching of appropriate response units and personnel, performance of incident accountability of responding units to and from an incident, acts as the central point of ordering and dispatch for additional resource needs, tracking of time sensitive critical events, maintains the status of resources and personnel, and providing a common communications network for resources in the field. This is a vital all encompassing task that begins the moment the dispatcher answers a 911-telephone line to the point that all units have returned to their respective quarters.

Ray Barber, Fire Chief, stated that the number of calls is incorrect, it states 3,370, the actual number of calls was 3,830.

Councilmember Parker stated that this agreement was originally approved in 2002 and he has not heard any complaints.

Councilmember Schmid agreed that there have not been any issues since this was implemented. He also asked why there was an increase to the contract.

Chief Barber stated that it was increased due to normal wage increases.

M/S Council members Parker and Jenkins to adopt Resolution No. 17-2018 authorizing City Manager Richard Crabtree to renew and sign the contract with the Red Bluff Fire Department and Cal Fire for the City of Red Bluff fire and emergency medical dispatch services for the period July 1, 2018 to June 30, 2019.

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

NOES: None

ABSENT OR NOT VOTING: None

#### **4. Contract with NorthStar; Addendum No. 1**

Rick Crabtree, City Manager, provided the staff's recommendation that the City Council authorize the City Manager to sign proposed contract addendum with NorthStar to continue providing the City with Public Works Director and City Engineer services.

Robin Kampmann remains designated as the City's Public Works Director and City Engineer. Addendum No. 1 to the original agreement is needed to continue to receive professional services from NorthStar.

Robin Kampmann, Public Works Director, stated that she has enjoyed working with the City of Red Bluff and would like to have the opportunity to continue to see things improve.

Councilmember Schmid, stated that he would like to see Ms. Kampmann continue to work with the City of Red Bluff.

Mayor Eyestone stated that she hears nothing but great things about Ms. Kampmann. The only complaint that she hears is that they wish she was there five days a week.

Councilmember Parker asked if the contract could be extended further than one year.

Mr. Kampmann stated that the contract can be longer if the City Council wants to extend it.

Councilmember Jenkins asked if the contract is extended and they have the opportunity to have a full time Public Works Director in the future can the contract be terminated early.

Rick Crabtree, City Manager, stated that the either party in the contract can terminate at any time. He also stated that he recommends approving this contract for a one year term and they will bring a new agenda item with an extended term to the Tuesday, June 19, 2018 City Council Meeting.

M/S Councilmembers Jenkins and Jones to authorize the City Manager to sign proposed contract addendum with NorthStar to continue providing the City with Public Works Director and City Engineer services.

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

NOES: None

ABSENT OR NOT VOTING: None

## **5. Granicus Agreement; Agendas, Minutes, and Live Streaming Software**

Rick Crab Tree City Manager and Anita Rice, Deputy City Clerk, provided the staff's recommendation that the City Council authorize the City Manager to sign the Granicus Agreement (Formerly Accela) to allow the City Staff to convert from recording the City Council Meetings with cassette tapes to an agenda management and audio live streaming software program.

In prior years, staff received quotes from companies that provide audio live streaming services Granicus and Accela were both considered but due to the economy at the time. It was not deemed economical to upgrade the recording system.

Granicus recently provided a proposal to facilitate legislative management services for an annual fee of \$9072.00 (Agenda & Minutes Management \$4752, Civic Streaming \$4320). The fee includes set up assistance, coordination with the City's Information Technology (IT), and webmaster as well as unlimited, 24/7 training.

Granicus will coordinate with staff to archive prior City Council Agendas and Minutes on the software for easy retrieval by the end user. Nightly backup is performed and 99.5% uptime commitment is promised.

Tehama County and surrounding Cities (e.g. Redding and Chico) use Granicus software programs. Start up support has been offered from County staff should Council approve the agreement. The agreement would not need to be put out to bid because Granicus is an approved General Services Administration (GSA) vendor. GSA already has completed the bidding process with all of their contracts and agreements.

Rick Crabtree, City Manager stated that this program is the same program that Tehama County uses.

Sandy Ryan, Finance Director, stated that training would likely start in July.

M/S Councilmembers Jones and Parker to authorize the City Manager to sign the Granicus Agreement (Formerly Accela) to allow the City Staff to convert from recording the City Council Meetings with cassette tapes to an agenda management and audio live streaming software program.

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

NOES: None

ABSENT OR NOT VOTING: None

## **6. City Council Meeting of July 3, 2018**

Rick Crabtree, City Manager, provided the staff's recommendation that the City Council considers canceling the regular City Council meeting of Tuesday July 3, 2018 due to the Fourth of July Holiday and staff vacations.

July 4th falls on Wednesday this year. The first regular City Council meeting of July falls on Tuesday, July 3rd, the day prior to the July 4th holiday.

Many staff members have requested use of available leave or vacation days in conjunction with the July 4th holiday. Thus, some department heads and other staff may not be in attendance for the July 3rd meeting.

For these reasons, staff requests that the City Council act to cancel the regular meeting dated July 3, 2018. The next Regular City Council meeting would then be on Tuesday, July 17, 2018.

M/S Councilmembers Jenkins and Jones to cancel the regular City Council meeting of Tuesday July 3, 2018 due to the Fourth of July Holiday and staff vacations.

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

NOES: None

ABSENT OR NOT VOTING: None

## **G. STAFF ITEMS:**

Ray Barber, Fire Chief, stated that some of the Red Bluff Firefighters conducted control burns for training at Dry Creek on June 4 - 5, 2018. He also stated that on June 25 they will inspect the new fire engine the final time.

Councilmember Parker thanked the Red Bluff Fire Department for the brush clearance that they have been doing.

Rick Crabtree, City Manager, stated that Vi Cobb, HR Director, was injured in a crosswalk on Monday, June 4, 2018. She is doing ok and should return to work in a few days.

Robin Kampmann, Public Works Director, stated that they will be starting construction on South Jackson Street on Monday, June 11, 2018. She also stated that the intersection of Main Street and Luther Road will start soon as well.

## **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 there is no meeting scheduled.
- **Tehama County Transportation Commission** - Councilmember Schmid did not give an update.
- **Downtown Red Bluff Business Association** - Mayor Eystone reported that they were informed of the letter that the City Council signed in support of the Main Street changes. They also gave updates on Beef n Brew and the Christmas Parade. She stated that most of the businesses are in favor of Beef n Brew; they are discussing different options for it next year.
- **Community Action Agency** - Mayor Pro Tem Jones reported that there will be a State sponsored Summer Program at the Rancho Tehama Reserve this year. They also had a presentation from VITA for tax assistance.
- **Executive Committee - Tehama County Solid Waste Management Agency** - Councilmember Jenkins reported there is no meeting scheduled.

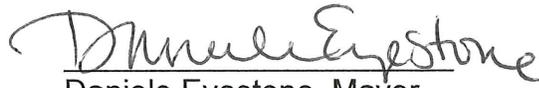
- **Tehama County Solid Waste Management Agency (JPA II)** - Councilmember Jenkins reported that the next meeting scheduled is Monday, June 11, 2018.
- **Chamber of Commerce** - Mayor Pro Tem Jones stated that they discussed the Farmers Market starting on Wednesday June 6, 2018. They are also preparing for the Fourth of July celebration. They will be having fireworks this year in Red Bluff.
- **Ground Water Commission** - Councilmember Parker reported the next meeting will be held on Wednesday, June 14, 2018.
- **Tehama County Continuum of Care Executive Council** - Councilmember Jenkins reported that they did a tour of a building that could be a possible site for the STOP Center.

Councilmember Parker stated that Tom's Glass and Muffler closed and Sears will be closing on Friday, July 14, 2018.

Councilmember Jenkins, stated that Tap Into Tehama will be changing its name to Battle of the Brews. It will be held on the second Saturday in August from 4:00 p.m. to 8:00 p.m. at the Red Bluff River Park. They will have over 100 breweries there.

**ADJOURNMENT:**

There being no further business Mayor Eyestone adjourned the meeting at 6:44 p.m. until the next meeting on June 19, 2018 at 6:00 p.m. in the Red Bluff City Council Chambers.

  
Daniele Eyestone, Mayor

ATTEST:

  
Cassidy DeRego, City Clerk