



# CITY OF RED BLUFF

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## CITY COUNCIL MINUTES

**Date of Meeting:** Tuesday October 1, 2013  
**Time of Meeting:** 7 p.m. Regular Meeting  
**Place of Meeting:** Council Chambers, City Hall  
555 Washington Street  
Red Bluff, CA 96080

**Councilmember's Present:** Daniele Jackson, Mayor Pro Tem  
Rob Schmid, Councilmember  
Clay Parker, Councilmember  
Ray Eliggi, Councilmember

**Councilmember's Absent:** Wayne Brown, Mayor (absent-excused)

**Staff Present:** Rick Crabtree, City Manager/City Attorney  
Sandy Ryan, Finance Director  
Jo Anna Lopez, City Clerk  
Paul Nanfito, Police Chief  
Scot Timboe, Interim Community Development Director  
Bruce Henz, Public Works Director  
Jon Bennett, Fire Chief  
Donna Gordy, Treasurer  
Vi Cobb, Human Resource Analyst II

### **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Jackson asked Councilmember Eliggi to lead the Pledge and the Assembly joined in.

## CONSENT AGENDA:

Councilmember Parker requested that items number 2 and 5 be pulled for clarification.

M/S/C Councilmembers Parker and Eliggi to approve the remainder of the Consent Agenda.

AYES: Councilmembers Parker, Eliggi, Schmid and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

### **1. APPROVAL OF MINUTES**

- a. September 3, 2013
- b. September 17, 2013

*Approved 4/0/1*

### **2. REPORT ON SALES TAX – 1<sup>ST</sup> QUARTER OF 2013**

Recommendation: *Informational Only*

Receipts for Red Bluff's sales, occurring from January through March 2013 were 7.1% higher than the same quarter of 2012. Actual sales activity increased 10.7% for the same prior year quarter. Actual sales for all of Tehama County increased 9.7%, and the Far North State sales grew 7.4% for the same prior year quarter.

Councilmember Parker requested and received clarification on the report.

### **3. REVISION OF THE CLASS SPECIFICATION FOR POLICE SERGEANT**

Recommendation: That the City Council adopt the proposed revision.

During 2012 the proposed Police Sergeant Class Specification was developed. During November 2012 the Department met with the Red Bluff POA to discuss the proposed revision. After several meetings the Department and the RBPOA agreed upon the proposed language in the attached Police Sergeant Class Specification.

*Approved 4/0/1*

#### 4. ON CALL LIST FOR PUBLIC WORKS MAINTENANCE VENDORS

**Recommendation:** That the City Council approve an On-Call List for Public Works Maintenance Vendors for the period of October 1, 2013 to September 30, 2014.

The procurements of Public Works materials, supplies and related services are made in conformance with the Purchasing and Sales Policy of the City of Red Bluff.

A managed On-Call List for Public Works Maintenance Vendors is allowable within the Purchasing and Sales Policy under certain conditions. Vendors on the list would only be contacted if the contemplated purchase was consistent with those specific requirements of the Purchasing and Sales Policy.

The acceptance and approval of an On-Call List for Public Works Maintenance Vendors will expedite certain necessary and repetitive maintenance purchases within the Public Works divisions and facilitate the purchase documentation that is necessary for audit compliance.

*Approved 4/0/1*

#### 5. RESOLUTION NO. 28-2013; CLOSURE; MONSTER TRUCK DISPLAY AND PARADE

**Recommendation:** That the City Council:

1. Adopt Resolution No. 28-2013 authorizing the requested closure of portions of Washington and Pine Street and the closure of the City owned parking lot at the corner of Pine and Washington Street for the Monster Truck display.
2. Authorize the City to assist with the pre-event Monster Truck "parade" on Walnut Street from the railroad tracks to Main Street and south on Main to Oak Street at approximately 6 p.m. on Thursday, October 3, 2013.

Councilmember Parker requested and received clarification on this item.

M/S/C Councilmember Parker and Eliggi to adopt Resolution No. 28-2013 authorizing the requested closure of portions of Washington and Pine Streets and the closure of the City owned parking lot at the corner of Pine and Washington Street for the Monster Truck display and to authorize the City to assist with the pre-event Monster Truck "parade" on Walnut Street from the railroad tracks to Main Street and south on Main to Oak Street at approximately 6 p.m. on Thursday, October 3, 2013.

AYES: Councilmembers Parker, Eliggi, Schmid and Jackson  
NOES: NONE  
ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

**6. TREASURER’S REPORT – SECOND MONTH OF FISCAL YEAR 2014**

**Recommendation:** That the City Council accepts the Treasurer’s report for the second 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 4/0/1*

**7. 1840 AIRPORT BLVD ROOF RESTORATION PROJECT**

**Recommendation:** That the City Council authorize staff to undertake a Request for Proposal process for reroofing the City hanger located at 1840 Airport Blvd.

Funding for airport building repair and maintenance has been included within the City’s 2013/2014 budget within Fund 55-55-520-101. The Engineers estimate for this work is \$20,500. This hanger is currently leased to Ed Pitman who operates an ultra-light aircraft business. When an acceptable and qualified bid is received the successful low bid will be brought back to Council for approval of the contract award for the repair.

*Approved 4/0/1*

**CURRENT BUSINESS:**

**1. FIVE YEAR REGIONAL AGENCY INTEGRATED WASTE MANAGEMENT PLAN REVIEW REPORT**

Kristina Miller, Landfill Agency Manager, provided an update on the Five-Year Regional Agency Integrated Waste Management Plan (RAIWWP) Review Report and asked that the City Council approve the plan.

The LTF considered the Five-Year RAIWMP at its July 25, 2013 meeting. While CalRecycle does not require additional data, the LTF suggested that Agency staff promote the exceptional diversion programs for batteries, tires, fluorescent lights, medical waste sharps, reuse, and recycling at large venue events. Agency staff updated Fore 709 based on the suggestions of the LTF. Once approved by the cities, County, and the Tehama County Sanitary Landfill agency, the Five-Year RAIWMP Review Report will be submitted to CalRecycle for consideration.

M/S/C Councilmembers Schmid and Parker to approve the Five Year Regional Agency Integrated Waste management Plan (RAIWWP) Review Report as presented.

AYES: Councilmembers Parker, Schmid, Eliggi and Jackson  
NOES: NONE  
ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

**2. TTM 05-1007 TIME EXTENSION REQUEST; TENTATIVE TRACT MAP 05-1007; RESOLUTION NO. 29-2013; MONROE STREET AND HWY 36W; MEYERSTEIN TRUST CO (APPLICANT/OWNER)**

Tentative Tract Map 05-1007 was originally approved by the City Council on November 7, 2006. The TTM 05-1007 conditional approval was to split three existing lots (totaling approximately 112.15 acres) into 223 Single Family Residential lots and open space area (Brewery Creek), please see the subdivision proposal as Attachment "B". Once the required conditions are met, TTM 05-1007 could be filed and recorded.

This item was tabled at the request of the applicant to a future meeting.

**3. RED BLUFF CITY PARK AND POOL SURVEILLANCE PROJECT**

Paul Nanfito, Police Chief, reviewed the staff report and provided staff's recommendation that the City Council:

1. Authorize staff to complete the application to receive the remaining Prop 40 – Per Capita funds in the amount of \$21,589.00. These funds would be then used to install surveillance cameras as outlined in Red Bluff City Park and City Pool and Surveillance Project.
2. Approve a supplemental appropriation of \$21,600.00 to Revenue Account No. 11-33-060-769 (Prop 40 – Grant Revenue) for expenditure from Account No. 11-33-540-769 (Prop 40- Grant Expenditure).

The Red Bluff Police Department has proposed developing a surveillance system in and around the Red Bluff City Park and City Pool to enhance safety and security of the citizens who utilize the City Park and City Pool.

M/S/C Councilmember Parker and Eliggi to approve authorize staff to complete the application to receive the remaining Prop 40 – Per Capita funds in the amount of \$21,589.00 and to approve a supplemental appropriation of \$21,600.00 to Revenue Account No. 11-33-060-736 (Prop 40 – Grant Revenue) for expenditure from Account No. 11-33-540-769 (Prop 40 – Grant Expenditure).

AYES: Councilmembers Parker, Schmid, Eliggi and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

#### **4. SEWER USER FEE REVIEW PROCESS**

Bruce Henz, Public Works Director, reviewed the staff report and provided staff's recommendation that the City Council authorize a Supplemental Appropriation of \$10,000 for Account No. 45-43-340-100, to the Sewer Enterprise Fund, for Consultant assistance with the preparation of an assessment of the current fee structure for City Sewer Services.

The City is undertaking a User Fee Study process in order to validate the City's rate structure for sewer services. As a part of this review, the City must ensure that our User Fees reflect the City's actual cost of providing services.

This assessment needs to be undertaken in order to validate that the City's Sewer Fee structure fairly addresses the service needs within the community. It has been many years since the City's last Sewer User Fee Study.

M/S/C Councilmembers Schmid and Eliggi to authorize a Supplemental Appropriation of \$10,000 for Account No. 45-43-340-100, to the sewer Enterprise Fund, for Consultant assistance with the preparation of an assessment of the current fee structure for City Sewer Services.

AYES: Councilmembers Parker, Schmid, Eliggi and Jackson

NOES: NONE

ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

## 5. SUPPLEMENTAL OVERTIME BUDGET REQUEST –FIRE

Jon Bennett, Fire Chief, reviewed his staff report and provided his recommendation that the City Council consider a Supplemental Appropriation of \$50,500 to the FY 13-14 Budget to the Fire Department Overtime fund # 11-31-120-100 to help maintain existing staffing levels for Department operational and training needs.

A combination of issues has caused a shortage of overtime funds for staffing and training at the Fire Department. This supplemental appropriation will enable the Fire Department to maintain 3 full time staff on shift each day as we generally have since 2001. When Reserve Firefighters are also available for shift work this allows the Fire Department to maintain 4 person staffing. This supplemental appropriation will also provide funding to pay for off-duty full time staff to attend monthly drills with our Reserve fire fighters, and will pay for instructor time to provide a Fire Fighter 1 Academy to help boost our roster of Reserves.

Rick Crabtree, City Manager/City Attorney, reviewed his staff report and provided his recommendation that approve supplemental Fire Department overtime in the amount of \$6,500 in order to fund a Fire Fighter I reserve Academy and appoint two City Council members to a Fire Services ad hoc committee to study the provision of fire services in the City of Red Bluff and make recommendations to the entire City Council.

The Fire Department Supplemental Overtime request raises important issues regarding minimum staffing and impacts on the City's budget and cash balance. Fire Chief Bennett prepared a Staff Report and presentation which appropriately advocates for the Department's staffing and training needs. The City Council should be aware of the potential impacts on daily staffing levels that will occur in the absence of additional overtime funding.

M/S/C Councilmembers Parker and Eliggi to fund the Fire Academy in the amount of \$6,500.00.

AYES: Councilmembers Parker, Schmid, Eliggi and Jackson  
NOES: NONE  
ABSENT OR NOT VOTING; Mayor Brown (absent-excused)

M/S/C Councilmembers Parker and Eliggi to provide the Fire Department an additional \$20,000 in overtime to cover the backfill and overtime costs.

AYES: Councilmembers Parker, Eliggi and Jackson  
NOES: Councilmember Schmid  
ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

M/S/C Councilmembers Schmid and Jackson to create an ad hoc committee to study the provision of fire services in the City of Red Bluff and make recommendations to the entire City Council.

AYES: Councilmembers Parker, Schmid, Eliggi and Jackson  
NOES: NONE  
ABSENT OR NOT VOTING: Mayor Brown (absent-excused)

**STAFF ITEMS:**

Police Chief Nanfito reported that October is Domestic Violence Month.

**COMMITTEE REPORTS/COUNCIL COMMENTS:**

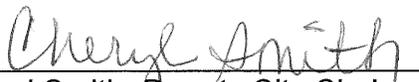
Local Agency Formation Commission (LAFCO): *No Meeting*  
3 Cores: *No Meeting*  
Tehama County Transportation Commission: *Discussed the unmet needs of Trax and highway paving.*  
Downtown Red Bluff Business Association: *No Meeting*  
Community Action Agency: *No Meeting*  
Tehama Economic Development Corporation: *No Meeting*  
Tehama County Sanitary Landfill JPA I: *No Meeting*  
Executive Committee – Tehama County/City of Red Bluff Landfill Management Agency  
JPA II: *Discussed having an out bound scale*

**ADJOURNMENT:**

There being no further business Mayor Pro Tem Jackson adjourned the meeting at 8:28 p.m. until the meeting of October 15, 2013.

  
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Daniele Jackson, Mayor Pro Tem

ATTEST:

  
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Cheryl Smith, Deputy City Clerk