



# CITY OF RED BLUFF

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

## CITY COUNCIL

### MINUTES

**Date of Meeting:** Tuesday, October 6, 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  
Kyle Sanders, Police Chief  
Jo Anna Lopez, City Clerk  
Donna Gordy, City Treasurer  
Ray Barber, Fire Chief  
Sandy Ryan, Finance Director  
Bruce Henz, Public Works Director

### **PLEDGE OF ALLEGIANCE:**

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

### **CITIZEN'S COMMENT:**

Pastor Scott Camp provided a short prayer for those in attendance.

## **PROCLAMATIONS:**

### **1. RED RIBBON WEEK** Amanda Bline and Dave Kain

Mayor Pro Tem Daniele Jackson read and presented the Red Ribbon Week Proclamation to Amanda Bline and Dave Kain.

Mayor Parker read the Proclamation for Domestic Violence Awareness and stated that it would be formally presented at the next City Council meeting of October 20<sup>th</sup>.

Jeanne Spurr, Alternative to Violence, reported that there would be a Candlelight Walk on Wednesday, October 7<sup>th</sup> beginning at 7 p.m. and asked everyone to wear purple and that Trivia Night was coming up on the 17<sup>th</sup>

Jeanne also reminded everyone in attendance that Tehama County has almost double the state average for domestic violence calls and this number has been average for our County for the last 20 years.

Mayor Pro Tem Jackson commented that Blues for the Pool had the funds to reimburse the City the cost of covers for the pool and baby pools if the City would purchase. She also commented on yard sale signs, light poles, solar facilities and the So. Jackson sign on the new traffic signals, which is crooked and asked that each one of these items be brought back as agenda items to the full council.

## **CONSENT AGENDA:**

Items 1, 3, 4 and 5 were pulled from the Consent Agenda for clarification.

M/S/C Councilmembers Jackson and Jones to approve the remainder of the Consent Agenda (Items 2, 6 and 7).

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

NOES: None

ABSENT OR NOT VOTING: None

### **1. SUPPLEMENTAL APPROPRIATION FROM STATE REIMBURSEMENT CLAIMS FOR DISPATCH RADIOS**

#### **Recommendation:**

That the City Council approve a supplemental appropriation of \$68,160.00 for expenditure from Police Department expenditure account (11-33-530-102) for the purchase and installation of three Dispatch Radio Console Systems.

The Police Department anticipated receiving \$9,600.00 in State Mandated Reimbursement Revenue during fiscal year 2014 / 2015. Instead, the Police Department received a total of \$77,760.00 in reimbursement for Pre-2004 State Mandated Claims. Therefore, \$68,160.00 more than anticipated was received.

All three Dispatch radio systems are at end of life and need to be replaced. A significant funding source will need to be identified to obtain new radio systems. We are looking to pair future Homeland Security Funds (\$31,439.00) with the above described revenue (\$68,160.00) to acquire the necessary radio systems. Currently, no funds have been allocated for this radio upgrade project.

Councilmembers requested and received clarification on this item.

M/S/C Councilmembers Schmid and Jones to approve a supplemental appropriation of \$68,160.00 for expenditure from Police Department expenditure account (11-33-530-102) for the purchase and installation of three Dispatch Radio Console Systems.

AYES: Councilmembers Jones, Parker and Schmid

NOES: Councilmembers Jackson and Patel

ABSENT OR NOT VOTING: None

## **2. APPROVAL OF MINUTES**

**September 15, 2015**

***Approved 5-0-0***

## **3. SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 15/16 FOR NEW ANTI-VIRUS SOFTWARE**

**Recommendation:** That the City Council approve the supplemental appropriations for fiscal year 15/16 to the various departments as listed in the staff report.

On September 10, 2015 the City suffered a computer virus that caused considerable hardship on City staff as well as our IT Consultants, Apex. Per discussion with Apex management, it was decided that our current anti-virus software, AVG, was not sufficient to prevent this type of virus from entering the City computer system. Apex recommended a triple layer anti-virus software that Apex designed and monitors and updates on a daily basis. The new anti-virus software was installed on Sept. 14, 2015, as an emergency virus prevention strategy. The supplemental appropriation is the cost of this new anti-virus software provided by Apex.

Councilmembers requested and received clarification on the new anti-virus software.

Tod Dolling inquired as to what the cost was and who would own the software that was installed.

Scott Camp pointed out that Apex recommended that the City use their software and the City chose to go with AVG.

M/S/C Councilmembers Jones and Jackson to approve the supplemental appropriations for fiscal year 15/16 to the various departments as listed in the staff report.

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

NOES: None

ABSENT OR NOT VOTING: None

#### **4. SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 14/15 FOR FUNDS 15, 23, AND 72**

**Recommendation:** That the City Council approves the supplemental appropriations for fiscal year 14/15 as follows:

15-42-530-100- Improvements other than Buildings - \$1,000.00;  
23-31-395-100- Interest Expense - \$60.00; and  
72-72-540-920- Home Loan - \$47,750.00

Councilmembers requested and received clarification from Sandy Ryan, Finance Director, on the recommended supplemental appropriations.

These funds have gone over their budgeted amounts for 14/15. The overages were discovered after June 30, 2015, when accrual expenses were posted. Fund 15 was used for the old burn dump site cleanup project, and was \$1,000.00 over after the final June billing was received. Fund 23 has a negative cash balance and fund balance and incurred more interest expense than budgeted due to the increase in interest income over the past year. Fund 72 incurred bad debt for loans on houses that were foreclosed upon. Those loans had to be written off.

M/S/C Councilmembers Jackson and Jones to approve the supplemental appropriations for fiscal year 14/15 as follows:

15-42-530-100- Improvements other than Buildings - \$1,000.00;  
23-31-395-100- Interest Expense - \$60.00; and  
72-72-540-920- Home Loan - \$47,750.00

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

NOES: None

ABSENT OR NOT VOTING: None

**5. SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 15/16 FOR NEW SERVER PAYMENT ALLOCATION**

**Recommendation:** That the City Council approve a supplemental appropriation for fiscal year 15/16 as follows:

10-57-540-100- Machinery & Equipment - \$1,650.00;  
11-31-540-100- Machinery & Equipment - \$ 460.00; and  
28-33-540-100- Machinery & Equipment – (\$2,110.00)

Councilmembers requested and received clarification on the supplemental appropriation for the server from Sandy Ryan, Finance Director.

M/S/C Councilmembers Schmid and Jackson to approve a supplemental appropriation for fiscal year 15/16 as follows:

10-57-540-100- Machinery & Equipment - \$1,650.00;  
11-31-540-100- Machinery & Equipment - \$ 460.00; and  
28-33-540-100- Machinery & Equipment – (\$2,110.00)

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

Fund 28- Police funding from Prop 30, has incurred a cut in funding by 50% for fiscal year 15/16. For the past 2&1/2 years Fund 28 has been paying the monthly lease payments on the new server for the Police Dept. In September and October, Apex is also transitioning City Hall and the Fire Dept. over to this new server as there is plenty of room and their servers are outdated. A portion of the lease payments will now be allocated to the City Hall Building Dept. and the Fire Dept. These supplemental appropriations will accomplish that.

**6. ACCEPTANCE OF THE COMPLETED IMPROVEMENTS AND RELEASE OF RETENTION FOR THE CRITTENDEN AND LINCOLN STREET REHABILITATION PROJECT**

**Recommendation:** That the City Council accept the completed improvements for the Crittenden and Lincoln Street Rehabilitation Project, direct staff to file a notice of completion, begin the one year warranty period for the project and release the project retainage of \$14,265.41.

The repairs to Crittenden and Lincoln Streets required the complete pavement removal and full section replacement for certain areas of the street work or a grind and overlay repair with a 3' asphalt overlay at limited conformance location within the project. Unanticipated additional work, which was encountered during the completion of the project, included unsuitable material replacement and utility relocations. A change order in the amount of \$7183.17 was necessary, bringing the final amount to \$285,308.17.

***Approved 5-0-0***

**7. ACCEPTANCE OF THE COMPLETED IMPROVEMENTS AND RELEASE OF RETENTION FOR THE RED BLUFF BOATING FACILITY IMPROVEMENT PROJECT, PHASE 1**

**Recommendation:** That the City Council accept the completed improvements for the first phase of the Red Bluff Boating facility Improvement Project, direct staff to file a notice of completion, begin the one year warranty period for the project and release the project retainage of \$10,951.00.

The process for the repair, reconstruction and eventual replacement of the boat launch facilities at the City's River Park has been proceeding for several years. Grant funding has been authorized for the design, permitting, environmental analysis and construction costs necessary for the improvements that are envisioned for the ultimate project. This project completes the construction of the first phase of the ultimate improvements, an interim rehabilitation of the existing ramp that will allow for the restoration of a reasonable public access to the river while the rest of the ultimate project is being completed.

***Approved 5-0-0***

**CURRENT BUSINESS:**

**1. DRAFT TEHAMA 2015 REGIONAL TRANSPORTATION PLAN**

Barbara O'Keeffe, Tehama County Transportation Deputy Director, provided an informational update on the draft Tehama 2015 Regional Transportation Plan.

Lisa Little presented the information on the Negative Declaration Transportation Plan.

The Tehama County Transportation Commission is the state-designated Regional Transportation Planning Agency (RTPA) for the Tehama County region. The Region includes the entire county including the incorporated cities of Corning, Red Bluff and Tehama.

The TCTC is required, by state law, to prepare and adopt a comprehensive Regional Transportation Plan (RTP) covering a 20 year planning horizon. The RTP is then to be updated every five years. The purpose of the RTP is to encourage and promote the safe and efficient management, operation, and development of the regional transportation system. It is a core document for regional transportation planning agencies.

**INFORMATIONAL ONLY.**

**2. UPDATE REGARDING COUNTY JAIL EXPANSION PROJECT**

County staff had requested the opportunity to address the City Council regarding the status of the County's Jail Expansion Project.

Bill Goodwin provided information to the City Council on the funds received by the County. Initially the County thought that they would receive 20-22 million, but only received 15.8 million for the project. He also presented the 4 options that would be discussed at a joint working session meeting between the City of Red Bluff and the County of Tehama. These options were 1) to close Madison Street, 2) to relocate Madison Street to the west nearer the railroad tracks (cost estimate 460,000.00), 3) to tunnel under Madison Street and 4) to build a pedestrian bridge over Madison Street.

Sheriff Dave Hencratt provided statistics on the jail and its inmates.

Tod Dolling spoke in opposition of the project because the Downtown Red Bluff Businesses are trying to beautify the area and this will detract.

Sheila Gildea Foley spoke in opposition of the project because of the detraction to the beautification that the businesses are trying to accomplish.

John Gumm, business owner also spoke in opposition.

**INFORMATIONAL ONLY.**

**3. SUSTAINABLE GROUNDWATER MANAGEMENT ACT OF 2014**

Rick Crabtree, City Manager/Attorney, reviewed the staff report and provided staff's recommendation that the City Council provide direction to City Staff regarding City designation as a Groundwater Sustainability Agency (GSA).

The Sustainable Groundwater Management Act of 2014("the Act") was signed by the Governor in September 2014 and became law on January 1, 2015. The law requires that the groundwater basins within Tehama County be managed by one or more Groundwater Sustainability Agencies (GSA's) on or before June 30, 2017. Each GSA will need to develop a Groundwater Sustainability Plan (GSP) by January 31, 2022.

Groundwater basins may have a single or multiple GSA's and a single or multiple GSP's.

Arthur Wylene, Gary Antone, and Burt Bundy spoke for the County to explain their position and what the GSA means and would mean for Tehama County.

Scott Camp asked that instead of thinking about how much we don't want this and how far apart our opinions are on the issue, if we could please try to find a common ground and start there.

M/S/C Councilmembers Jackson and Parker to direct staff to provide a letter supporting designation of the Tehama County Flood Control and Water Conservation District (FCWCD) as the Groundwater Sustainability Agency (GSA) for Tehama County. "Funding, resources, and staffing will be the primary responsibility of FCWCD" as the GSA is created and a Groundwater Sustainability Plan (GSP) is drafted and implemented. (See, 9-29-2015 FCWCD presentation to Red Bluff City Council). Nevertheless, the City would remain actively engaged on this issue to assure that the City's needs and concerns are carefully considered by the FCWCD moving forward.

AYES: Councilmembers Jackson, Jones and Parker

NOES: Councilmembers Patel and Schmid

ABSENT OR NOT VOTING: None

#### **4. SEWER RATE CORRECTIONS**

Sandy Ryan, Finance Director, reviewed the staff report and provided an informational report on the sewer rate corrections.

It had come to the attention of City staff that some commercial properties were historically being charged a flat sewer rate instead of the rates required by the Fee Schedule adopted by the City Council on May 15, 2012. The City could find no supporting documentation as to why some commercial properties were charged a rate different than what is required by the adopted Fee Schedule. City staff has been changing the billings to accurately reflect the adopted Fee Schedule so that all commercial users are paying the same rates going forward.

***INFORMATIONAL ONLY.***

**5. PROPOSED ORDINANCE REGARDING COMMERCIAL SEWER SERVICE CHARGES**

Councilmember Patel recused himself from this action item and left the room.

Rick Crabtree, City Manager/Attorney, reviewed the staff report and provided staff's recommendation that the City Council introduce Ordinance No. 1038; An Ordinance of the City of Red Bluff regarding Sewer Rate Charges, and waive reading of the entire Ordinance.

The City's current Fee Schedule for water and sewer services relies on the volume of water used to determine the applicable sewer fees. The fee schedule sets a minimum monthly commercial monthly fee of \$34.00 (which includes up to 1,100 cubic feet of water use per month). For over 1,100 cubic feet of water use per month there is set charge per 100 cubic feet depending on the type of business. Bakeries are charged \$3.63/100 cubic feet; restaurants pay \$2.99/100 cubic feet; and all other commercial uses pay \$2.69/100 cubic feet of water supplied.

This sewer fee structure works well for commercial uses that send most of the water used into the sewer system (e.g., a restaurant with bathroom and kitchen facilities). The flat rate structure, however, does not work as well for uses that discharge only a portion of the volume of water used into the City sewer system (e.g., a commercial use with lots of landscaping).

M/S/C Councilmembers Jones and Jackson to waive the first reading and introduce Ordinance No. 1038; An Ordinance of the City of Red Bluff regarding Sewer Rate Charges.

AYES: Councilmembers Jackson, Jones, Schmid and Parker,

NOES: None

ABSENT OR NOT VOTING: Councilmembers Patel (recused)

**6. ACCEPT THE 2015/2016 SEXUAL ASSAULT FELONY ENFORCEMENT TEAM (S.A.F.E.) FUNDS IN THE AMOUNT OF \$24,351.00**

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

1. Accept S.A.F.E. funds in the amount of \$24,351.00 for items related to the Sexual Assault Felony Enforcement (S.A.F.E.) Program.
2. Allocate the grant funding to the Police Department revenue account no. 11-33-060-750. The funds will be expended through Police Department equipment expenditure account no. 11-33-450-750.

The Red Bluff Police Department has been participating in a multi-county Sexual Assault Felony Enforcement (S.A.F.E.) Program since 2006. This has been a grant funded project that is managed by the Shasta County Sheriff's Department.

We have received notification that the Red Bluff Police Department will continue to receive \$24,351.00 funding for the Sexual Assault Felony Enforcement (S.A.F.E.) Program. The Police Department is dedicated to participating in the S.A.F.E. Program and utilizing the resources effectively.

There are no matching funds required of the Police Department.

M/S/C Councilmembers Jackson and Patel to:

1. Accept S.A.F.E. funds in the amount of \$24,351.00 for items related to the Sexual Assault Felony Enforcement (S.A.F.E.) Program.
2. Allocate the grant funding to the Police Department revenue account no. 11-33-060-750. The funds will be expended through Police Department equipment expenditure account no. 11-33-450-750.

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

NOES: None

ABSENT OR NOT VOTING: None

## **7. POLICE ACADEMY SPONSORSHIP PROGRAM**

Kyle Sanders, Police Chief, provided an informational report on the Police Academy Sponsorship Program.

The Police Department is having difficulties retaining and recruiting personnel. The issue is especially significant with sworn personnel. As a result, we need to look at alternative ideas for hiring sworn officers. One such method is to hire individuals and sponsor them (pay them) to attend the Police Academy.

**INFORMATIONAL ONLY.**

## **8. REPORT ON SALES TAX - 1<sup>ST</sup> QUARTER OF 2015**

Sandy Ryan, Finance Director, provided an informational update on the 1<sup>st</sup> quarter of 2015.

Receipts for Red Bluff's sales, occurring from January through March 2015 were 15.4% higher than the same quarter of 2014. Actual sales activity increased 10.3% for the same prior year quarter. Actual sales for all of Tehama County increased 0.3%, and the Far North State sales increased 4.9% for the same prior year quarter.

**INFORMATIONAL ONLY.**

**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) -meeting October 14<sup>th</sup>

3 Core - meeting October 27<sup>th</sup>

Tehama County Transportation Commission - received an update on bus shelters

Downtown Red Bluff Business Association - cancelled due to lack of attendance

Community Action Agency - meeting on October 15<sup>th</sup>

Tehama Economic Development Corporation - no meeting

Executive Committee - Tehama County Solid Waste Management Agency Tehama

County Solid Waste Management Agency (JPA II) - appointed Forrest Flynn as a citizen member to the agency

Chamber of Commerce - meeting held on September 29<sup>th</sup>

Rob Schmid asked about the roads at Givens Road, So. Main Street, Walton Avenue and Monroe Street.

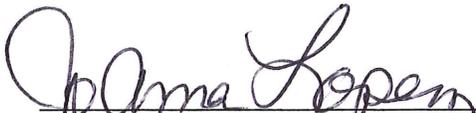
**ADJOURNMENT:**

There being no further business Mayor Parker adjourned the meeting at 9:55 p.m. until the meeting of October 20, 2015.



\_\_\_\_\_  
Clay Parker, Mayor

ATTEST:

  
\_\_\_\_\_  
Jo Anna Lopez, City Clerk