



CITY OF RED BLUFF

555 Washington Street Red Bluff, California 96080 Phone (530) 527-2605 Fax (530) 529-6878 www.ci.red-bluff.ca.us

RED BLUFF CITY COUNCIL REGULAR COUNCIL MEETING

Date of Meeting: Tuesday December 18, 2012
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: Wayne Brown, Mayor
Daniele Jackson, Mayor Pro Tem
Rob Schmid, Councilmember
Clay Parker, Councilmember
Robert Sheppard, Jr., Councilmember

Staff Present: Rick Crabtree, City Attorney/City Manager
Sandy Ryan, Finance Director
Cheryl Smith, Executive Assistant to the City Manager/Deputy City Clerk
Paul Nanfito, Police Chief
Bruce Henz, Public Works Director
Jon Bennett, Fire Chief
J.D. Ellison, Building Director/Official
Donna Gordy, City Treasurer

Mayor Brown called the meeting to order at 7:00 p.m.

Police Chaplain Ron Fortenberry spoke on the tragedy in Newtown Connecticut and said a brief prayer for Newtown and the country.

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Police Chief Paul Nanfito reported that he had been in communication with the local school districts and they are meeting to update the school crisis plans and will train with school staff for these plans in January.

Mayor Pro Tem Jackson reported that the City Council and City Manager had stepped up to the challenge issued by Corning Mayor Gary Strack and each has agreed to donate one month to the Adopt-A-Senior Program at the Senior Nutrition Program.

CONSENT AGENDA:

M/S/C Councilmembers Jackson and Schmid to approve the Consent Agenda.

AYES: Councilmembers Schmid, Sheppard, Parker, Jackson and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

1. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS NOVEMBER OF 2012

Recommendation: That the City Council accept the open market purchases and contract awards for November of 2012.

2. ADOPTION OF FAIR POLITICAL PRACTICES COMMISSION FORM 806

Recommendation: That the City Council adopt FPPC Form 806 for posting on the City's website with the mandated information.

3. APPROVAL OF MINUTES

December 5, 2012 – Special Meeting

CURRENT BUSINESS:

Mayor Brown requested that items 3, 4 and 8 be moved to the beginning of the agenda.

PRESENTATION AND ACCEPTANCE OF THE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2012

Sandy Ryan, Finance Director, reviewed the staff report and gave staff's recommendation that the City Council:

1. Receive the presentation by Staff and comment as appropriate on the Audited Financial Statements.
2. Accept the Annual Financial Report for the Fiscal Year End, June 30, 2012.

On December 12, 2012, the Audit Committee consisting of two Council members (Daniele Jackson and Rob Schmid) and one citizen member (Maureen Greer) reviewed the Annual Financial Reports for the Fiscal Year End June 30, 2012, with Rob Griffith, Partner from Matson & Isom, and Finance Director, Sandy Ryan.

The auditors' results are summarized as follows:

1. The Independent Auditors' Report expresses an unqualified opinion on the financial statements.
2. No significant deficiencies relating to the audit are reported in the Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financials were disclosed in the audit.

Ms. Ryan thanked the Finance Department Staff, the Audit Committee, Matson and Isom staff and partners and the Department Heads and staff for maintaining budget expenditures.

Mayor Brown and Councilmember Schmid thanked Ms. Ryan for her work and dedication.

M/S/C Schmid, Jackson to accept the Annual Financial Report for the Fiscal Year ending June 30, 2012.

AYES: Councilmembers Brown, Jackson, Parker, Schmid and Sheppard

NOES: None

ABSENT OR NOT VOTING: None

REPORT ON SALES TAX – 2ND QUARTER OF 2012

Sandy Ryan, Finance Director, reviewed the staff report and gave staff's recommendation that the City Council receives the Quarterly Sales Tax Report.

Receipts for Red Bluff's sales, occurring from April through June 2012 were 8.1% higher than the same quarter of 2011. Adjusting for late and one-time payments, sales increased 7.4%. Receipts for all of Tehama County increased 2.6%, and the Far North State sales grew 5.7%.

Ms. Ryan reported that she would bring a budget update to the January 15, 2013 meeting.

M/S/C Councilmembers Parker, Jackson to receive the Quarterly Sales Tax Report.

AYES: Councilmembers Brown, Jackson, Parker, Schmid and Sheppard

NOES: None

ABSENT OR NOT VOTING: None

APPROVAL OF WARRANT LIST

Councilmember Schmid requested and received clarification on items on the Check Warrant.

M/S/C Schmid, Jackson to approve Check Warrant No. 74108 through 74407 dated November 1, 2012 through November 30, 2012.

AYES: Councilmembers Jackson, Parker, Schmid and Sheppard

NOES: None

ABSENT OR NOT VOTING: Councilmember Brown (abstained)

CHAMBER OF COMMERCE UPDATE

Dave Gowan, Chamber President/CEO and Lisa Hansen, Chamber Board of Directors Chairwoman, provided an update on Chamber events and plans for the next six (6) months.

The Chamber's Strategic Marketing Plan update (Nov. 2009) established a "clearly delineated process of communication" with the City that provided for periodic status reports. This presentation is part of that adopted process.

Information item, no action required.

RESOLUTION NO. 39-2012, A RESOLUTION OF INTENTION TO LEVY A FISCAL YEAR ASSESSMENT FOR THE DOWNTOWN RED BLUFF PARKING AND BUSINESS IMPROVEMENT AREA

Rick Crabtree, City Manager/City Attorney reviewed the staff report and gave staff's recommendation that the City Council adopt the Resolution of Intention to Levy an assessment and set a public hearing for January 15, 2013.

The City Council at the December 4, 2012 Council meeting received and approved the Annual Report from the Downtown Red Bluff Business Association (DRBBA), Board of Directors. The DRBBA Board was designated as the Advisory Board for the Business Improvement Area by City Council Resolution No. 16-1995. After reviewing the Annual Report, receiving a report from DRBBA members, asking questions and receiving responses the City Council voted to approve the Annual Report.

In accordance with State Law the next step in the annual process is for the City Council to adopt a Resolution of Intention to levy a Fiscal Year assessment for the improvement area and set the matter for a public hearing. The attached Resolution No. 39-2012 is prepared in accordance with the State Law provisions.

M/S/C Councilmembers Jackson, Sheppard to adopt Resolution No. 39-2012, A Resolution of Intention to Levy a Fiscal Year Assessment for the Downtown Red Bluff Parking and Business Improvement Area.

AYES: Councilmembers Brown, Jackson, Parker, Schmid and Sheppard

NOES: None

ABSENT OR NOT VOTING: None

RESOLUTION NO. 40-2012; HAZARD MITIGATION PLAN OF 2012

Jon Bennett, Fire Chief, reviewed the staff report and gave staff's recommendation that the City Council adopt Resolution No. 40-2012; A Resolution of the City Council of the City of Red Bluff adopting the Tehama County Hazard Mitigation Plan of 2012.

The final draft of the Tehama County HMP has been approved by FEMA. This resolution for adoption is the City of Red Bluff's last step in a four year process that has seen the development of a Countywide Hazard Mitigation Plan that will meet the Federal Disaster Mitigation Act of 2000 requirements for the City of Red Bluff.

Chief Bennett advised that the corrections noted by the Council would be brought to the County's attention.

M/S/C Parker, Jackson to adopt Resolution No. 40-2012; A Resolution of the City Council of the City of Red Bluff adopting the Tehama County Hazard Mitigation Plan of 2012.

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

CONTRACT AWARD FOR PUMP REPAIR AT WELL #12

Bruce Henz, Public Works Director, reviewed the staff report and gave staff's recommendation that the City Council authorizes the signing of a contract for design, pump repair and water lube conversion of Well #12, to Commercial Pump and Mechanical (CPM), in the amount of \$42,787.18.

Well repair and refurbishment plans have been developed based upon the operational knowledge and familiarity from the City's Water Maintenance Division and the information and recommendations that have been provided by a well development consultant, CPM.

The staff at CPM has been involved with the design and Installation of City water wells for many years. Their recommendations have proven to be extremely beneficial to the City. Staff sees numerous advantages and benefits in continuing with this advisory relationship, especially during a "pull and repair" refurbishment project.

Due to the urgent need for repairs to Well # 12, and the existing relationship between the City and CPM, staff recommends this design-build contract be awarded to CPM. The selection is legally authorized within the Red Bluff City Code Section 2.65 (E), which is consistent with the Government Code 4526.

M/S/C Councilmembers Schmid, Sheppard to authorize the signing of a contract for design, pump repair and water lube conversion of Well #12, to Commercial Pump and Mechanical (CPM), in the amount of \$42,787.18.

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

CANCELLATION OF JANUARY 1, 2013 MEETING

Rick Crabtree, City Manager, reviewed the staff report and gave staff's recommendation that the City Council formally cancels the January 1, 2013 City Council meeting due to the New Year Holiday.

This year the first meeting of January (January 1st) falls on a recognized holiday. This is a holiday for all non-safety City staff.

M/S/C Councilmembers Jackson, Parker to formally cancel the January 1, 2013 City Council meeting due to the New Year Holiday.

AYES: Councilmembers Brown, Jackson, Parker, Schmid and Sheppard

NOES: None

ABSENT OR NOT VOTING: None

E. STAFF ITEMS:

Rick Crabtree, City Manager, questioned the City Council if they had any objections to keeping the doors of City Hall locked on Monday December 31st, for safety and security reasons, instead of open from 8 a.m. until noon, as the majority of employees would be off and those who were working would be minimal.

The City Council had no objections to this proposal.

COMMITTEE REPORTS/COUNCIL COMMENTS:

Local Agency Formation Commission (LAFCO): *No Meeting*

3 Core: *No Meeting*

Tehama County Transportation Commission: *Meeting Cancelled*

Downtown Red Bluff Business Association: *meeting on December 19th at 8 a.m.*

Community Action Agency: *Meeting December 20th*

Tehama Economic Development Corporation: *No Meeting*

Tehama County Sanitary Landfill JPA I: *No Meeting*

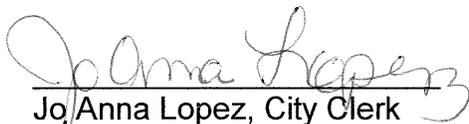
Executive Committee – Tehama County/City of Red Bluff Landfill Management Agency

JPAII: *No Meeting*

ADJOURNMENT:

There being no further business Mayor Brown adjourned the meeting at 8:05 p.m. until the meeting of January 15, 2013.

ATTEST:


JoAnna Lopez, City Clerk


Wayne Brown, Mayor