

**RED BLUFF  
CITY COUNCIL  
REGULAR MEETING MINUTES**

**DATE OF MEETING:** April 3, 2007

**TIME OF MEETING:** 5:00 p.m. Closed Executive Session  
7 p.m. Regular Meeting

**PLACE OF MEETING:** RED BLUFF COUNCIL CHAMBERS, CITY HALL

**Councilmembers Present:** Wayne Brown, Mayor  
Forrest Flynn, Mayor Pro Tem  
Daniel Irving,  
Jeff Moyer  
James Byrne

**Staff Present:** Richard Crabtree, City Attorney  
Martin Nichols, City Manager  
Gerry Gray, Fire Chief  
Al Shamblin, Police Chief  
Margaret Van Warmerdam, Finance Director  
Mark Barthel, Public Works Director  
Scot Timboe, Planning Director  
Jo Anna Lopez, City Clerk  
Andrea Warren, Parks and Recreation Director  
Tessa Pritchard, Human Resources Director

Mayor Brown asked Gail Locke to lead the pledge of allegiance and the assembly joined in.

## **CLOSED EXECUTIVE SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS: Executive Session in accordance with Government Code Section 54957.6 for the purpose of instructing the City's designated representative, Nickolaus and Haeg, Labor Negotiators and Martin Nichols, City Manager, and Tessa Pritchard, Human Resources Director, regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits with the Fire and Police Units.
2. PUBLIC EMPLOYEE PERFORMANCE REVIEW  
Title: City Manager (Government Code Section 54957)

City Council gave direction to the Labor Negotiators and City Manager.

Councilmember Moyer recused himself from the discussion of Fire Negotiation.

## **CITIZEN COMMENT**

Gail Locke gave a brief summary and a handout to City Council on Homelessness and the studies that were done in Tehama County.

## **PROCLAMATION**

Mayor Wayne Brown read the Proclamation for Police Communications Dispatchers Week. Police Lt. Scott Capilla thanked all the Dispatchers for their hard work and dedication.

## **CONSENT AGENDA**

Item #4 was moved to the Current Business Calendar by Martin Nichols, City Manager and Councilmember Irving pulled item # 2.

M/S/C Flynn, Irving to approve the remainder of the Consent Agenda.

AYES: Councilmembers: Irving, Flynn, Moyer, Byrne and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **APPROVAL OF MINUTES**

March 20, 2007

***Approved 5/0/0***

## **REQUEST TO USE TEHAMA COUNTY ABANDONED VEHICLE ABATEMENT BID**

Recommendation: That the City Council:

1. Approve the use of the Tehama County bid for abandoned Vehicle bid for two years.
2. Authorize the City Manager to execute a contract with Hill Towing for the Abandoned Vehicle Abatement Program.

Councilmember Irving noted that the insurance certificate expired last year.

Margaret Van Warmerdam, Finance Director, stated that once staff has the contract in place a more current insurance certificate will be obtained.

Councilmember Irving questioned if this should be contingent on the insurance being up to date.

Ms. Van Warmerdam stated that staff will get a current copy before making the first payment.

M/S/C Irving, Byrne to approve the use of the Tehama County bid for abandoned vehicle bid for two years and authorize the City Manager to execute a contract with Hill Towing for the Abandoned Vehicle Abatement Program.

AYES: Councilmembers: Irving, Byrne, Flynn, Moyer and Brown

NOES; NONE

ABSENT OR NOT VOTING: NONE

## **RESOLUTION NO. 12-2007 PROHIBITING PARKING AND AUTHORIZING A STREET CLOSURE FOR THE SIDEWALK SALE AND ANTIQUE CAR SHOW.**

Recommendation: That the City Council adopt Resolution No. 12-2007 for closure Of the 600 block of Washington Street and restrict parking on The 300 block of Oak Street between the hours of 1 p.m. and 7 p.m. on Friday May 18. 2007.

***Approved 5/0/0***

## **CURRENT BUSINESS**

Mayor Brown moved item # 8 to item # 1. Then changed item # 4 from the Consent agenda to Item # 2 on the Current agenda.

### **RESOLUTION NO. 15-2007; AGREEMENT FOR FIRE ENGINE WITH STATE OF CALIFORNIA OFFICE OF EMERGENCY SERVICES (OES)**

Recommendation: That the City Council:

1. Adopt Resolution No. 15-2007 authorizing Fire Chief Gerry Gray to sign the contract with the California Office of Emergency Services (OES) accepting OES Engine 324 to the City's fleet of fire apparatus.
2. Authorize the Fire Chief and Finance Director to start the process to surplus Engine 2 and bring back specific recommendations to the City Council.

Fire Chief Gerry Gray reported that Red Bluff had been offered a brand new Fire Engine from the State of California.

Forrest Flynn, Mayor Pro Tem, stated that his concern was that this was a temporary assignment. He questioned how secure are we that we will have this engine three years from now, or should we start budgeting for a new engine.

Chief Dan Tinnel from OES stated it is very unusual that the engine would be taken back from the City of Red Bluff. The replacement cycle is every 17 years. The only criteria OES has is that you respond with the engine when requested by OES. We hope that we don't have too many fires that the firefighters are running up and down the state. The State does reimburse for those responses.

Martin Nichols City Manager, stated this was not a temporary station for the engine, it has no term to it and that any party can terminate the agreement at any time.

Mayor Pro Tem Flynn questioned if the City can use it as if it were our own.

Chief Tinnel replied the only thing you can't do is use the engine as a first out engine, unless Red Bluff's first engine was in for repairs. The EOS engine just can't be a permanent first place assignment.

Chief Gray stated that the ISO will recognize this engine as our own.

Chief Tinnel stated that the engine was originally and still is a mutually aid engine for the State of California and that mutual aid is not reimbursable.

Mr. Nichols stated that if State policy ever changed and we decided it was a burden we could do away with it.

Chief Tinnel stated that if this passes tonight then you should have the engine here by 5 p.m. on Wednesday.

M/S/C Flynn, Byrne to adopt Resolution No. 15-2007 authorizing Fire Chief Gerry Gray to sign the contract with the California Office of Emergency Service (OES) accepting OES Engine 324 into the City's fleet of fire apparatus and to authorize the Fire Chief and Finance Director to start the process to surplus Engine 2 and bring back specific recommendations to the City Council.

AYES Councilmembers: Flynn, Byrne, Irving, Moyer and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **TECHNOLOGY UPDATE**

Recommendation: Informational only

Margaret Van Warmerdam, Finance Director, stated that this was an update on the technology agreement the City has made with Apex and that Apex has been very helpful. Staff is able to input a work order into the system and then they respond if they can fix it then or schedule it on days when they are on sight.

Fire Chief Gerry Gray stated that the service has been great.

Mayor Brown asked is Apex helping you put together the list to bring back to Council.

Ms. Van Warmerdam stated that she had asked another jurisdiction what they do with technology and was told that they built what is called a Capital Replacement Policy for computers. City staff lists each computer and then sets aside so much each year so that in five years we have the money set aside.

## **PUBLIC HEARING FOR USER FEES**

Recommendation: That the City Council:

1. Conduct the Public Hearing and consider any public comments received

2. Adopt Resolution no. 13-2007 a Resolution of the City Council of the City of Red Bluff establishing a schedule for fees and changes for City services.

Finance Director Margaret Van Warmerdam stated that an annual CPIU adjustment for all the different departments needed to be done. This only applies to the user fee schedule for each of the departments.

Mayor Brown opened and closed the Public Hearing at 7:30 p.m. with no public comments.

Mayor Brown stated the reason this was so difficult last year was because it hadn't been done for along time. At that time we decided to bring it up and review it and raise fees as needed.

Ms. Van Warmerdam stated that she had spoken to other jurisdictions and they bring up the CPIU annually.

Councilmember Irving requested clarification that this wouldn't be an actual review of the fees just a step up and questioned if the Finance Director saw a need for an actual review.

Ms. Van Warmerdam stated that some jurisdictions do it every five years, in that case ours was just done a year ago, but at this time staff is just requesting the CPIU.

Councilmember Byrne requested clarification on the total revenue.

Ms. Van Warmerdam stated that she didn't have that number at this time.

Councilmember Byrne stated the problem he has is the fees and if they have any real relationship to the price index or are we going to continually raise these every year.

Ms. Van Warmerdam gave an example of a fee increase, but stated that the City could never charge more than what our costs are.

Martin Nichols, City Manager, stated that this was the basis of the original fee study which determined City cost.

Mayor Pro Tem Flynn stated that these are not money making fees.

M/S/C Irving, Moyer to Adopt Resolution 13-2007 establishing a schedule of fees and charges for City services.

AYES: Councilmembers: Irving, Moyer, Byrne, Flynn and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **PUBLIC HEARING UTILITY DEPOSIT INCREASE**

Recommendation: That the City Council:

1. Conduct the Public Hearing and consider any public comments
2. Provide any comments to staff on the Utility Deposit
3. Adopt Resolution No. 14-2007 establishing a schedule for fees
4. and charges for City services.

Finance Director Margaret Van Warmerdam reported that staff had looked at what the City was currently charging for establishing a Water/Sewer account, which is currently a fee of \$50.00. This fee was established in 1992 by the City Council at that time. Staff has reviewed what other jurisdictions charge and feel that the City is currently under charging. Staff feels that \$75.00 would the cover our cost should an individual walk out on an account.

Mayor Pro Tem Flynn stated he feels this goes hand in hand with Resolution 13-2007 and stated that if we don't keep up with this in five years we will have to increase things a lot more at one time.

Mayor Brown opened and closed the Public Hearing at 7:38 p.m. receiving no public comments.

M/S/C Flynn, Irving to adopt Resolution No. 14-2007 establishing a schedule for fees and charges for City services.

AYES: Councilmembers: Flynn, Moyer, Byrne, Irving and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **UTILITY DEPOSIT POLICY**

Recommendation: That the City Council:

1. Provide any comments to staff on the Utility Deposit Policy
2. Approve the AP&P 18-17 Utility Deposit Policy.

Margaret Van Warmerdam, Finance Director, reported that this Policy is for deposits within the Finance Department that are applied to individual utility customers when they sign up for services. A new item within this policy is the acceptance of a valid letter of credit from another jurisdiction. Other agencies have asked us to recognize these

letters and allow these customers to establish credit with us. In turn they would do the same for us.

Mayor Pro Tem Flynn stated that this is basically this is a credit reference.

Martin Nichols, City Manager, stated it's less work and staff doesn't have to manage that deposit.

M/S/C Irving, Byrne to approve AP&P 18-17 Utility Deposit Policy.

AYES: Councilmembers: Irving, Byrne, Flynn, Moyer and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

### **CUES EQUIPMENT FOR WASTEWATER COLLECTION DEPARTMENT**

Recommendation: That the City Council authorizes the use of WECO industries Inc, as a sole source provider for the City's sewer TV inspection Unit.

Margaret Van Warmerdam, Finance Director, reported that staff feels this would allow the standardization of all equipment so that it would be compatible and work well as they continue to expand.

Martin Nichols, City Manager, stated that the City has a current investment in WECO equipment of approximately 75 thousand dollars.

Mayor Pro Tem Flynn stated that we want this all to be compatible is the reason we are going in this direction.

Councilmember Irving requested clarification on if we declare WECO to be a sole provider does that place us at any disadvantage in relation to the company.

Ms. Van Warmerdam stated no.

M/S/C Flynn, Irving to authorize the use of WECO Industries, Inc. as a sole source provider for the City's sewer TV Inspection Unit.

AYES: Councilmembers: Flynn, Irving, Byrne, Moyer and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **WELL 9 PUMP REPLACEMENT PROJECT**

Recommendation: That the City Council authorize staff to proceed with the bid process for the Well #9 Replacement Project.

Mark Barthel, Public Works Director, reported that the existing pump has failed and is currently out of service. Staff is preparing to go out to bid and that the engineers estimate is \$20 thousand dollars. Money is available from the Water Facility Account and the City collects sufficient funds to make periodic systems upgrades.

Mayor Pro Tem Flynn asked if well #9 was the one up on Baker Road.

Mr. Barthel stated that it's the one located on Kimball Road.

Mayor Brown requested clarification on the supplemental budget appropriation and if that was just in case this goes over budget.

Margaret Van Warmerdam, Finance Director, stated that was just to let you know that we are going to need money, but we don't know the exact amount at this time. We will come back to Council with an exact amount.

Councilmember Byrne questioned how much was in that account.

Ms. Van Warmerdam stated that she did not know the amount off the top of her head, that there were sufficient funds in the account to fund this project.

Mr. Nichols stated that the water rates are based on periodic replacements.

M/S/C Byrne, Moyer to authorize staff to proceed with the bid process for the Well #9 Replacement Project.

AYES: Councilmembers: Byrne, Moyer, Flynn, Irving and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **RESOLUTION NO. 16-2007 PARKING RESTRICTIONS ON BREARCLIFFE DRIVE**

Recommendation: That the City Council adopt Resolution No. 16-2007 Establishing no parking for the described portions of Brearcliffe Drive and authorize no parking signs and the painting of red curbs at these locations.

Mark Barthel, Public Works Director, reported that Chris Applegate of the Tehama County Department of Social Services has asked that five parking places be turned into

no parking spots. People are parking so close to the driveways that it is making it hard for delivery trucks to pull in and out of the lot.

Councilmember Byrne questioned why this was a problem now, when this was a full shopping center before.

Mr. Barthel stated that the Tehama County Department of Social Services recently moved in and with the large number of employees and patrons the parking has over flown.

Mayor Brown stated the people from the mobile home park don't have a problem with parking and that this doesn't affect them at all.

Chris Applegate, Social Services, stated that they want to be good neighbors and that she believes it is their employees that are parking so close to the driveway. They have asked the employees not to park there.

Councilmember Irving asked Mr. Barthel if the County was asking for 5 spaces and if that was too many.

Mr. Barthel stated the County is just requesting a solution to the problem, so we took what is the standard turning truck movement on this plan and with the cars there you need to take the three parking spaces out on the North and two to the South.

M/S/C Irving, Moyer to adopt Resolution 16-2007 establishing no parking for the described portions of Brearcliffe Drive and authorize no parking signs and the painting of red curbs at these locations.

AYES: Councilmembers: Irving, Moyer, Flynn, Byrne and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

**AUTHORIZATION OF THE CLOSURE OF THE CITY RIVER PARK BOAT RAMP FROM 10 P.M. MAY 18, 2007 TO 5 P.M. MAY 19, 2007 FOR THE GREAT RED BLUFF CANOE DRAG RACES**

Recommendation: That the City Council authorize the Parks and Recreation Department to close the City River Park Boat Ramp from 10 p.m. May 18, 2007 to 5 p.m. May 19, 2007.

Andrea Warren, Parks and Recreation Director, reported that this is the first annual Great Canoe Race and that this is going to generate a larger crowd than had been expected. Due to this staff is asking to close the boat ramp, for safety reasons with all the children that will attend, and that notices will be sent to the newspaper on the closure.

Mayor Brown asked for clarification that this was just closing the boat ramp not the parking lot.

Ms. Warren stated that was correct.

M/S/C Irving, Byrne to authorize the Parks and Recreation Department to close the City River Park Boat Ramp from 10 p.m. May 18, 2007 to 5 p.m. May 19,2007.

AYES: Councilmembers: Irving, Byrne, Flynn, Moyer and Brown

NOES: NONE

ABSENT OR NOT VOTING: NONE

**COMMITTEE REPORTS/COUNCIL COMMENTS:**

Councilmember Irving reported that he, City Manager Martin Nichols and Mayor Pro Tem Flynn had recently attended a discussion on I-5 in Shasta County and Tehama County and that CalTrans is looking at expanding I-5 to 3 lanes all the way from Corning to Shasta Lake City.

There being no further business Mayor Brown adjourned the meeting at 8:0 p.m. until the meeting of April 17, 2007.

s/b Wayne Brown, Mayor

ATTEST:

s/b Jo Anna Lopez, City Clerk