

**RED BLUFF
CITY COUNCIL
REGULAR MEETING MINUTES**

Date of Meeting: Tuesday December 4, 2007
Time of Meeting: 6:15 Closed Executive Session
7 p.m. Regular Meeting
Place of Meeting: Council Chambers, City Hall
555 Washington Street
Red Bluff, Ca 96080

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

Staff Present: Martin Nichols, City Manager
Richard Crabtree, City Attorney
Margaret Van Warmerdam, Finance Director
Jo Anna Lopez, City Clerk
Scott Capilla, Police Chief
Scot Timboe, Planning Director
Mark Barthel, Public Works Director
Gerry Gray, Fire Chief
Tessa Pritchard, Human Resources Director
J.D. Ellison, Building Official/Director
Donna Gordy, City Treasurer

Mayor Brown Lead the Pledge of Allegiance and the Assembly joined in.

CLOSED EXECUTIVE SESSION:

PUBLIC EMPLOYEE PERFORMANCE REVIEW

Title: City Manager (Government Code Section 54957)

Mayor Brown stated that the City Council gave direction to Staff.

ADMINISTRATION:

ELECTION OF MAYOR AND MAYOR PRO TEM

Recommendation: That the Mayor relinquish the meeting to the City Clerk and Proceed with nominations for the election of Mayor and Mayor Pro Tem for 2008.

Mayor Brown thanked everyone for such a wonderful year and for everyone who helped during his term. At this time Mayor Brown turned the meeting over to City Clerk Jo Anna Lopez.

Jo Anna Lopez asked for nominations for the office of Mayor.

Councilmember Brown nominated Mayor Pro Tem Flynn.

Councilmember Byrne seconded the nomination.

AYES: Councilmembers: Brown, Byrne, Irving and Moyer

NOES: None

ABSENT OR NOT VOTING: Mayor Pro Tem Flynn (abstained)

The new Mayor of the City of Red Bluff is Forrest Flynn.

Jo Anna Lopez, City Clerk turned the meeting back over to Mayor Flynn.

Mayor Flynn accepted the office of Mayor and thanked everyone.

Councilmember Moyer then nominated Councilmember Irving for the office of Mayor Pro Tem.

Councilmember Brown seconded the nomination.

AYES: Councilmembers: Moyer, Brown, Flynn and Byrne

NOES: NONE

ABSENT OR NOT VOTING: Councilmember Irving (abstained)

The new Mayor Pro Tem is Daniel Irving.

Mayor Pro Tem Irving thanked everyone and accepted the office of Mayor Pro Tem.

CITIZEN'S COMMENTS:

NONE AT THIS TIME

CONSENT AGENDA:

M/S/C: Councilmembers Irving and Brown to accept the Consent Agenda.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

**UPDATE INSURANCE REQUIREMENTS AS A PART OF THE CITY OF RED BLUFF
– PROFESSIONAL SERVICES AGREEMENT**

Recommendation: That the City Council approve updating the Administrative Procedure and Policy Manual which includes the City of Red Bluff Professional Services Agreement including Special Provisions – Insurance Requirements.

5/0/0 APPROVED

TRAFFIC SIGNAL AT CEDAR AND MAIN STREET – CALTRANS

Recommendation: Informational Only

CURRENT BUSINESS:

APPOINTMENT OF VARIOUS COMMISSIONERS AND COMMITTEE MEMBERS

Recommendation: That the City Council make the necessary appointments to the various commissions and committees.

The following were appointed by the City Council:

Parks and Recreation: 1 year appointment: – Lauren Phillips with 5 votes

Parks and Recreation: 2 year appointment: – Steve Piffero with 4 votes

Planning Commission 2 appointments: Term 1/1/08 to 12/31/10

Bob Carrel (5 votes) and Andrew Christ 3 (votes)

Airport Commission: 2 appointments. Term 1/1/08 to 12/31/10

Don Kinser (4 votes) and Wanda Schuler (5 votes)

Audit Committee 1 appointment Term 1/1/08 to 12/31/08

Maureen Greer (5 votes)

Loan Committee: 1 appointment Term 1/1/08 to 12/31/08

J.B. Stacy (5 votes)

OTHER AGENCY REPRESENTATION

Recommendation: That the City Council review the current City Councilmembers assignments and determine other agency representation for 2008.

M/S/C Mayor Pro Tem Irving and Councilmember Brown for everyone to stay with the same committees.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

REPORT ON ACTIVITIES OF THE RED BLUFF CHAMBER OF COMMERCE AND THE TEHAMA LOCAL DEVELOPMENT CORPORATION

Recommendation: That the City Council receive the presentations by the Chamber of Commerce and Tehama Local Development Corporation and ask Any questions they may have.

INFORMATIONAL ONLY NO ACTION TAKEN

Verbal reports were received from the Red Bluff Chamber of Commerce and Tehama Local Development Corporation.

UPDATE – MUNICIPAL SERVICES REVIEW (MSR) STUDY ASSOCIATED WITH THE CITY OF RED BLUFF SPHERE OF INFLUENCE (SOI) BOUNDARY MAP EXPANSION

Scot Timboe, Planning Director, reviewed the staff report and gave staff's recommendation that the City Council:

1. Review and consider the presentation and all other information relating to this item and provide direction to City staff on moving forward to adopt the proposed new Sphere of Influence or advise staff of any modification desired by Council.
2. Direct staff to prepare a Resolution recommending that the LAFCO Commission consider adoption of the MSR as prepared for Council Consideration.

George Robson, LAFCO Executive Director, gave a power point presentation.

Eihnard Diaz of Diaz and Association went through some of the highlights of the report.

Councilmember Brown asked if we do adopt the way it is what if in the future we want to change that.

Mr. Diaz stated LAFCO is required by law to update every five years. So you can make a formal request to review the SOI and then you would go through this process again. LAFCO is the only one who can change boundary lines.

Mayor Pro Tem Irving asked how the map zoning was arrived at.

Mr. Diaz stated through the City Planning Department.

Mayor Flynn asked if an area is not in the SOI would you still look for the cooperation of the city.

Mr. Diaz stated they have always referred to the city to see what the comments would be with respect of development.

Councilmember Brown asked when was the last SOI.

Mr. Diaz stated about 15 years ago.

M/S/C: Councilmembers Moyer and Irving to accept the report and prepare the Resolution.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

ANNUAL REPORT OF BUSINESS IMPROVEMENT AREA ADVISORY BOARD

Martin Nichols, City Manager, reviewed the staff report and gave staff's recommendation the City Council review the attached Annual BID Report and accept it as submitted or modify any particular portion of the report.

M/S/C: Councilmembers Irving and Moyer to accept the annual BID report.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

THIRD THREE MONTH EXTENSION OF CITY'S COMMERCIAL AND RESIDENTIAL SOLID WASTE COLLECTION FRANCHISES

Martin Nichols, City Manager, reviewed the staff report and gave staff's recommendation that the City Council authorize the City Manager to execute, on behalf of the City, and amendment to the waste collection franchise with Waste Connections for commercial residential solid waste and recycling collection services for a term ending March 31, 2008.

M/S/C: Councilmembers Brown and Irving to accept staff's recommendation.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

RATIFICATION OF RED BLUFF POLICE OFFICERS' ASSOCIATION MEMORANDUM OF UNDERSTANDING – JULY 1, 2007 – JUNE 30, 2010

Tessa Pritchard, Human Resource Director, reviewed the staff report and gave staff's recommendation that the City Council approve the proposed Memorandum Understanding for the period of July 1, 2007 – June 30, 2010 covering the Red Bluff Police Officers' Association.

M/S/C: Councilmembers Irving and Brown to accept staffs recommendation.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

ORDINANCE NO. 982 UPDATING FEES IN CHAPTER 12 SECTIONS 12.21 THROUGH 12.25

Margaret Van Warmerdam, Finance Director, reviewed the staff report and gave staff's recommendation that the City Council waive the first reading and introduce Ordinance No. 982.

M/S/C: Councilmembers: Brown and Moyer to waive the first reading and introduce Ordinance No. 982.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

SUPPLEMENTAL BUDGET APPROPRIATION – STREET DEPARTMENT

Mark Barthel, Public Works Director, reviewed staff report and gave staff's recommendation that the City Council authorize a supplemental budget appropriation in the amount of \$20,000 from Fund 43-42.

M/S/C: Councilmembers Brown and Moyer to authorize a supplemental budget appropriation in the amount of \$20,000 from Fund 43-42.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

REALLOCATION OF PUBLIC WORKS FUNDS TO FUND FIVE HIGH PRIORITIES ADA IMPROVEMENTS

Margaret Van Warmerdam, Finance Director, reviewed staff report and gave staff's recommendation that the City Council:

1. Approve the re-allocation of \$87,000 in the Transportation Funds to the five high priority ADA improvements in the 2007/08 Budget.
2. Approve supplemental appropriation in the amount of \$13,000 in the Community Center Fund and approve a transfer of \$13,000 from the General Fund to cover the necessary funds in Community Center Fund.

Mayor Pro Tem Irving asked what was not being paid for in order to fund this project.

Martin Nichols, City Manager, stated the money was budgeted in anticipation of doing the ADA study. When we put the budget together that was a holding account because we didn't have the settlement yet.

Councilmember Brown asked where will we get the rest of the money for this project.

Margaret Van Warmerdam stated we will re-budget the \$100,000 next year.

M/S/C: Councilmembers Irving and Moyer to approve the re-allocation of the monies requested.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

2008 MEETING CALENDAR

Martin Nichols, City Manager, reviewed the staff report and gave staff's recommendation that the City Council adopt the 2008 City Council meeting schedule which cancels meetings on January 1st, February 19th, and September 2nd, 2008.

M/S/C: Councilmembers Irving and Brown to adopt the 2008 City Council meeting schedule which cancels meetings on January 1st, February 19th and September 2nd, 2008.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

APPROVAL OF MINUTES

NOVEMBER 20, 2007

Councilmember Brown stated that he had asked Mr. Carrel to lead the Pledge at the meeting of November 20th.

M/S/C: Councilmembers, Irving and Moyer to accept the November 20th 2007 Minutes as corrected.

AYES: Councilmembers: Irving, Moyer, Brown and Flynn

NOES: NONE

ABSENT OR NOT VOTING: Councilmember Byrne (abstained – absent that meeting)

COMMITTEE REPORTS / COUNCIL COMMENTS:

Mayor Flynn and Mayor Pro Tem Irving thanked everyone for their vote.

ADJOURNMENT:

There being no further business Mayor Flynn adjourned the meeting at 9:27 p.m.

s/b Forrest Flynn
Mayor

ATTEST:

s/b Jo Anna Lopez, City Clerk