

**RED BLUFF
CITY COUNCIL
REGULAR COUNCIL MEETING**

Date of Meeting: Tuesday, January 17, 2012
Time of Meeting: 6:15 p.m. Closed Executive Session
7 p.m. Regular Meeting
Place of Meeting: Council Chambers, City Hall
555 Washington Street
Red Bluff, CA 96080

Councilmember's Present: Forrest Flynn, Mayor
Wayne Brown, Mayor Pro Tem
Bob Carrel
Daniele Jackson
Rob Schmid

Staff Present:

Martin J. Nichols, City Manager
Richard Crabtree, City Attorney
Cheryl Smith, Executive Assistant to the City Manager/Deputy City Clerk
Paul Nanfito, Police Chief
Scot Timboe, Planning Director
Bruce Henz, Public Works Director
Mike Bachmeyer, Fire Chief
JD Ellison, Building Director/Official
Debbie Carlisi, Parks and Recreation Director
Donna Gordy, City Treasurer

CLOSED EXECUTIVE SESSION:

**1. Public Employee Appointment/Recruitment: City Manager
(Government Code Section 54954.5(b))**

Mayor Flynn reported that the City Council would reconvene in Closed Session following the conclusion of the regular meeting.

City Manager Martin Nichols requested that the City Council pull items number 3 and 7 and continue them to the meeting of February 7, 2012.

PLEDGE OF ALLEGIANCE:

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

CITIZEN'S COMMENT:

Don Williams provided the City Council with an update on his proposed skating rink project.

STAFF ITEMS:

Police Chief Paul Nanfito introduced the newest member of the Red Bluff Police Department, Police Service dog "Manny" and his handler Officer Brown. Chief Nanfito provided an update on the training program for both Officer Brown and Manny. He thanked the community and staff for their generosity in assisting and donating to acquiring this dog.

CONSENT AGENDA:

M/S/C Carrel, Jackson to approved the consent agenda.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid

NOES: None

ABSENT OR NOT VOTING: None

1. APPROVAL OF MINUTES

a. January 3, 2012

Approved 5-0-0

2. REQUEST TO FILL THE SENIOR NUTRITION (SNP) PART TIME SITE MANAGER POSITION AS A TEMPORARY PART TIME EMPLOYEE

Recommendation:

That the City Council authorize city staff to fill the SNP part time Site Manager position on a temporary basis due to the long-term absence of the current employee.

Approved 5-0-0

3. APPROVAL OF SIDE LETTER AGREEMENT TO THE CURRENT MEMORANDUM OF UNDERSTANDING BETWEEN THE FIRE UNIT AND THE CITY OF RED BLUFF

Recommendation: That the City Council authorize the Human Resources Director to sign on, behalf of the City, the attached side letter to the Fire Unit Memorandum of Understanding (MOU).

Approved 5-0-0

Martin Nichols, City Manager, thanked the Red Bluff Firefighters Association for their willingness to working with the City on budget solutions.

CURRENT BUSINESS:

1. PARKS AND RECREATION ADVISORY COMMISSION APPOINTMENTS

Cheryl Smith, Deputy City Clerk, reviewed the staff report and gave staff's recommendation that the City Council make the necessary appointments to the Parks and Recreation Advisory Commission from the applications received.

Loretta Heisler and Mayson Trujillo (could not attend due to basketball game) were not in attendance.

Rebecca Blanchard stated that she applied because she wanted to help the community. She currently is involved in several clubs and maintains a 3.8 GPA.

M/S/C Carrel, Jackson to appointment Loretta Heisler to the Parks and Recreation Advisory Commission with a term ending December 31, 2014.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid

NOES: None

ABSENT OR NOT VOTING: None

M/S/C Carrel, Brown to appoint Rebecca Blanchard as the Student Representative to the Parks and Recreation Advisory Commission with a term to expire December 31, 2012.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid

NOES: None

ABSENT OR NOT VOTING: None

2. APPOINTMENT OF INTERIM CITY MANAGER

Martin Nichols, City Manager reviewed the staff report and gave staff's recommendation that the City Council appoints Cheryl Smith as Interim City Manager effective February 18th, 2012 at an annual salary of \$100,000.

Mayor Flynn requested clarification on the length of the appointment.

Mr. Nichols stated that it would be for approximately five (5) months, with the recruitment the month of February, interviews the first part of April and employment negotiations with the selected candidate.

Councilmembers Brown and Carrel stated that they felt Ms. Smith was qualified for the appointment.

Councilmember Jackson stated that she felt there was a conflict of interest with Ms. Smith having family members also employed by the City.

Councilmember Schmid expressed his concerns with Ms. Smith dealing with an issue that may cause problems when she returns to her current position.

Ms. Smith stated that she would be working at the direction of the City Council and that her role was to keep things moving forward during the recruitment process.

M/S/C Carrel, Brown to appoint Cheryl Smith as Interim City Manager effective February 18th, 2012 at an annual salary of \$100,000.

AYES: Councilmembers: Brown, Carrel, Flynn and Schmid

NOES: Councilmember: Jackson

ABSENT OR NOT VOTING: None

3. RECRUITMENT PLAN FOR CITY MANAGER

Recommendation:

That the City Council approves the recommended recruitment plan for City Manager and authorize a supplemental budget appropriation of \$3,000 to the Human Resources Department.

This item was pulled from the agenda.

4. PROPOSAL FOR “HALF TIME” CHIEF OF POLICE

Martin Nichols, City Manager, reviewed the staff report and gave staff’s recommendation that the City Council determine that the Red Bluff Police Officers proposal for a “half time” Police Chief is not feasible.

Jeannie Spurr, Alternatives to Violence, expressed her concerns with a part-time Police Chief. She stated that a fulltime Police Chief is needed now with the passage of AB 109 and that a part time Police Chief would be detrimental to the community.

Councilmember Carrel stated that he had spoken with Steve Kimbrough from the City of Corning regarding how their part-time Police Chief was working out. Mr. Kimbrough told him that it was not working; the Chief was paid at a part-time rate but was working longer hours.

Councilmember Jackson requested clarification on the current number of employees working in an out of class status.

Chief Nanfite stated that currently Lieutenant Sanders, Sergeant Flowerdew and himself were working out of class.

Mayor Flynn stated that he applauded the Police Unit for putting out the effort and submitting their ideas for cost savings.

M/S/C Brown, Schmid to determine that the Red Bluff Police officers proposal for a “half time” Police Chief is not feasible.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid

NOES: None

ABSENT OR NOT VOTING: None

5. ADOPT FINAL BUDGET FOR FY 2010-11

Sandy Ryan, Finance Director, reviewed the staff report and gave staff’s recommendation that the City council adopt the Final Budget for FY 2010-11.

M/S/C Carrel, Brown to adopt the Final Budget for FY 2010-11.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid

NOES: None

ABSENT OR NOT VOTING: None

6. REPORT OF BUDGET FOR 2012 & 2013

Sandy Ryan, Finance Director, provided a power point presentation on the Budget Update for 2012 and 2013. She pointed out that there was a spike in the projected 2012 sales tax revenues and that this was due to audits and adjustments from some businesses by the State. Ms. Ryan stated that she would be bringing the final audited financials at the February 7th meeting for Council approval.

Councilmember Schmid noted the increase in motor vehicle fees.

City Manager Nichols stated that auto sales had picked up some. Mr. Nichols also pointed out that business license fees were based on gross receipts, so as the businesses make more money then their fees go up.

Ms. Ryan pointed out that the various departments had kept their supplies and services cost down, which saved almost \$100,000 in last year's budget. She did expect insurance costs to increase, as well as an increase in the cost of utilities. She stated that she had budgeted very conservatively and included the same concessions by the employees and the Blues for the Pool donation to operate the McGlynn Pool in these budgets.

City Manager Nichols pointed out that this was relatively good news as it's gone from a negative number to plus.

Mayor Flynn stated that a lot of effort had gone into this by staff's efforts at saving.

No action needed, update only.

7. DISCUSSION OF USER FEES STUDY AND HISTORY

Recommendation: That the City Council:

1. Review the 2005 User Fee Study and the history of City of Red Bluff User Fees, and
2. Direct staff to prepare the CPI-U rate increase for all departments for the annual rate increase for 2012/13 fiscal year. Council can elect to use 0, 1, 2, 3, or 4 years of past increases. Increases are based on the following yearly December CPI-U increases:
 - a. 2008 increase of 0.19
 - b. 2009 increase of 5.72
 - c. 2010 increase of 3.23
 - d. 2011 increase of 7.05*

Total of all 4 past and present increases is 16.19 (compounded is 17.05).
* Estimated (actual available 1/19/12).

Tabled at the request of City Manager Martin Nichols until a future meeting.

8. McGLYNN POOL

Debbie Carlisi, Parks and Recreation Director, reviewed the staff report and gave staff's recommendation that the City Council:

1. Consider all information presented along with all public comment.
2. Authorize the staff to prepare a Request of Proposal for a required 2nd main drain and resurfacing of the McGlynn Swimming Pool using Pebble Sheen.
3. Authorize staff to begin the bid process.

Richard Crabtree, City Attorney, questioned if the leaking problem had been resolved.

Ms. Carlisi stated that they had refinished the floor in the pump room and that took care of some of the leaks.

Mayor Flynn requested clarification on if dual drains were required.

Ms. Carlisi stated that they were.

Councilmember Carrel requested clarification on the additional funds needed to keep the pool filled during the off season.

Ms. Carlisi stated that any finish put on the pool would require that it remain full. The cost for chemicals year round would increase approximately 10 to 15 percent of the cost. This request is to go out for RFP and then staff can bring back a better cost estimate.

Mayor Pro Tem Brown questioned if staff had an estimate of the cost and where the matching funds were available.

Ms. Carlisi stated that quotes had been around \$190,000 and that a lower cost might be obtained by going out to bid. The matching funds would come from the DIF fees.

Councilmember Schmid requested clarification on what pebble sheen was and if this will fill the cracks

Ms. Carlisi stated that it has to be done in white to see someone on the bottom of the pool. She stated that the Building Director/Official had made a list of how what fixes would be done to the cracks etc. prior to putting the finish on.

Councilmember Carrel requested clarification on the extra maintenance to keep the pool filled.

Ms. Carlisi stated that the cost of a cover for the pool would be built into the grant.

Mayor Flynn clarified that this was just to allow bids to be obtained.

J. D. Ellison, Building Director/Official, stated that the 2nd main drain has been accepted up to a recent act that requires a second main drain that would take over if something plugs up the primary drain.

Martin Nichols, City Manager, stated that to install the 2nd main drain the bottom of the pool would have to be torn up to install and then replaced.

M/S/C Schmid, Jackson to authorize the staff to prepare a Request of Proposal for a required 2nd main drain, resurfacing of the McGlynn Swimming Pool using Pebble Sheen and authorized staff to begin the bid process.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid

NOES: None

ABSENT OR NOT VOTING: None

9. REQUEST TO FILL THE BUILDING AND GROUNDS MAINTENANCE WORKER POSITION AT THE RED BLUFF COMMUNITY/SENIOR CENTER DUE TO RECENT RETIREMENT

Debbie Carlisi, Parks and Recreation Director, reviewed the staff report and gave staff's recommendation that the City Council authorize city staff to fill the vacant Building and Grounds Maintenance Worker position at the Red Bluff Community/Senior Center. The position is a .88 FTE (full time equivalent) position.

Councilmember Carrel requested clarification on whether the pay rate would be the same as what Mr. Fugate was making or a lower rate.

Ms. Carlisi stated that a new hire would be started out at an A Step, which was lower than Mr. Fugate was making.

M/S/C Jackson, Brown to authorize city staff to fill the vacant Building and Grounds Maintenance Worker position at the Red Bluff Community/Senior Center with a .88 FTE (full time equivalent) position.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid
NOES: None
ABSENT OR NOT VOTING: None

10. RED BLUFF RIVER PARK FESTIVAL

Debbie Carlisi, Parks and Recreation Director, reviewed the staff report and gave staff's recommendation that the City Council approve the Parks and Recreation Department to partner with the Blues for the Pool Committee, Red Bluff River Park Festival Committee and the Community Center Auxiliary to host the following events that will be held in 2012 as fundraisers for the McGlynn Swimming Pool:

- a. Open House/Beer Tasting
- b. Kay Webb Memorial Softball Tournament
- c. Dutch Oven Cook-Off & Disc Gold
- d. River Park Festival
- e. Wine Tasting by the Pool
- f. Fall Craft Faire
- g. Fall Scramble

Councilmember Carrel requested clarification on what partnership meant.

Ms. Carlisi stated that it meant a little bit of staff time for set up, setting out extra garbage cans, etc. It would not involve any monetary help. She stated that a lot of people put in a lot of hours and park fees are waived for these events.

Scot Timboe, Planning Director, clarified that business license fees would be waived for these events should the Council approve and asked that the Council add that clause to the motion for clarification purposes.

Councilmember Carrel requested clarification that no money would be spent by the City.

Ms. Carlisi stated that there's a lot of support for these events and that the City would have no obligation for monetary support.

Ms. Carlisi will bring back a staff report for closing the parking lot etc at River Park at a later date for the River Festival.

M/S/C Schmid, Jackson to approve the Parks and Recreation Department partner with the blues for the Pool Committee, Red Bluff River Park Festival Committee and the Community Center Auxiliary to host the 2012 events as fundraisers for the McGlynn Swimming Pool and to waive the business license fees for vendors associated with these events.

AYES: Councilmembers: Brown, Carrel, Flynn, Jackson and Schmid
NOES: None
ABSENT OR NOT VOTING: None

11. VOLUNTEERS IN POLICE SERVICE PROGRAM (VIPS)

Paul Nanfito, Police Chief, reviewed the staff report on the Volunteers in Police Service Program (VIPS) and gave staff's recommendation that the City Council accepts the report on the Volunteers in Police Services (VIPS) Program.

Mayor Flynn questioned if there was a minimum age.

Chief Nanfito stated that the Department was looking at 18 years old so that they could be trained for traffic control.

Councilmember Jackson requested clarification on the training schedule.

Chief Nanfito stated that the training would be conducted one Saturday per month and that there would be an application process.

Councilmember Carrel questioned the benefit of having these volunteers and what training was involved.

Chief Nanfito stated that this was an opportunity for citizens to volunteer with the department and the training was designed to cover several areas.

Councilmember Jackson requested clarification on how these would affect the departments overtime and asked if the City Council could become volunteers.

Chief Nanfito stated that it would eliminate some overtime costs as only three (3) Officers would be used along with three (3) VIPS.

Richard Crabtree, City Attorney, stated that a member of the City Council could volunteer, but could not be compensated for their time.

Chief Nanfito stated that he believe there might be a conflict.

Mayor Flynn stated that he was excited about the program.

Chief Nanfito stated that the department has money for 10 volunteers, this would cover uniforms, hats, raingear etc and that everything so far have been obtained with grant funds.

Report only, no action taken.

COMMITTEE REPORTS/COUNCIL COMMENTS

Reports by City Council members on on the activities of their assigned agencies and/or committees.

Local Agency Formation Commission (LAFCO) ***No meeting***
3Core ***No meeting***
Tehama County Transportation Commission ***No meeting***
Downtown Red Bluff Business Association ***meets on Wednesday January 18th***
Community Action Agency ***Meets on Thursday January 19th***
Tehama Economic Development Corporation ***No meeting***
Tehama County Sanitary Landfill JPA I ***meets on Wednesday January 18th***
Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II
met on January 10th, Supervisor Gregg Avilla is the new Chair and Councilmember Bob Carrel the Vice Chair. Councilmembers Carrel and Jackson were also selected to the Executive Board. An update on the Landfill property work alternative farm was provided to the board at this meeting.

Mayor Flynn adjourned the meeting at 8:29 p.m. to reconvene in Closed Executive Session.

Mayor Flynn reconvened the meeting at 9:40 p.m. and reported that the City Council had given direction to staff.

ADJOURNMENT:

There being no further business Mayor Flynn adjourned the meeting at 9:40 p.m. until the meeting of February 7, 2012, at the Red Bluff City Council Chambers.

s/ Forrest Flynn, Mayor

ATTEST:

s/ Jo Anna Lopez, City Clerk

The City of Red Bluff is an equal opportunity provider