

**RED BLUFF  
CITY COUNCIL  
REGULAR COUNCIL MEETING**

**Date of Meeting:** Tuesday, July 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, Councilmember  
Daniele Jackson, Councilmember  
Rob Schmid, Councilmember

**Staff Present:** Richard Crabtree, City Manager/City Attorney  
Sandy Ryan, Finance Director  
Jo Anna Lopez, City Clerk  
Paul Nanfито, Police Chief  
Bruce Henz, Public Works Director  
Vi Cobb, Human Resource Analyst II  
Jon Bennett, Fire Chief  
J.D. Ellison, Building Director/Official  
Donna Gordy, City Treasurer

**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 representatives Richard Crabtree, City Manager/City Attorney, Rick Haeg, Labor Negotiator and Vi Cobb, Human Resource Analyst II, regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits with the Miscellaneous Unit Employees.**

**2. CONFERENCE WITH LABOR NEGOTIATORS: Executive Session in accordance with Government Code Section 54957.6 for the purpose of instructing the City's designated representatives Richard Crabtree, City Manager/City Attorney, Rick Haeg, Labor Negotiator and Vi Cobb, Human Resources Analyst, regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits with the Police Mid Management Unit Employees.**

Mayor Flynn reported that the City Council had given direction to staff during the closed session.

**PLEDGE OF ALLEGIANCE:**

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

**CITIZEN'S COMMENTS:**

Mayor Flynn announced that the City's first City Manager Herb Nelson had passed away recently.

**CONSENT AGENDA:**

Mayor Flynn pulled items 2 through 6 from the consent agenda at the request of Councilmembers Jackson and Schmid.

M/S/C Councilmembers Brown and Jackson to approve the remainder of the Consent Agenda.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

**1. APPROVAL OF MINUTES**

June 5, 2012

June 19, 2012

*Approved 5/0/0*

## **2. REPORT REGARDING OPEN MARKET PURCHASES AND CONTRACT AWARDS – JUNE OF 2012**

**Recommendation:** That the City Council accepts the open market purchases and contract awards for June of 2012.

This item was pulled by Councilmember Schmid for clarification on items.

M/S/C Councilmembers Schmid and Jackson to approve staff's recommendation.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **3. RESOLUTION NO. 23-2012; A RESOLUTION OF THE CITY OF RED BLUFF AUTHORIZING THE TEHAMA COUNTY SANITARY LANDFILL AGENCY TO SUBMIT A REGIONAL APPLICATION TO THE DEPARTMENT OF RESOURCES RECYCLING, AND RECOVERY FOR A FY 2012-2013 USED OIL PAYMENT PROGRAM**

**Recommendation:** That the City Council adopts Resolution No. 23/2012 authorizing the Tehama County Sanitary Landfill Agency to submit a regional application to the California Department of Resources, Recycling, and Recovery for FY 2012/2013 Used Oil Payment Program.

This item was pulled by Councilmember Jackson to change the date of adoption of the resolution from July 27<sup>th</sup> to July 17<sup>th</sup>.

M/S/C Councilmembers Jackson and Brown to adopt Resolution No. 23-2012, with the date change.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **4. PROFESSIONAL SERVICES – HOUSING PROGRAM CONSULTING SERVICES**

**Recommendation:** That the City Council:

1. Review the proposed scope of services.
2. Authorize staff to advertise for bid.

This item was pulled by Councilmember Schmid for clarification.

M/S/C Councilmembers Brown and Schmid to approve staff's recommendation.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

**5. RESOLUTION NO 24-2012; STREET CLOSURE; ST. PETERS EPISCOPAL CHURCH OKTOBERFEST EVENT**

**Recommendation:** That the City Council adopt Resolution No. 24-2012 authorizing the requested street closure for the St. Peters Episcopal Church Oktoberfest on October 13, 2012.

This Item was pulled by Councilmember Jackson to change the street name from Elsm to Elm.

M/S/C Councilmembers Jackson and Brown to adopt Resolution No. 24-2012 with the spelling correction.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

**6. AGREEMENT BETWEEN THE CITY OF RED BLUFF – SENIOR NUTRITION AND COUNTY OF TEHAMA COMMUNITY ACTION AGENCY**

**Recommendation:** That the City Council authorize the City Manager to sign the agreement between the City of Red Bluff – Senior Nutrition and the Tehama County Community Action Agency for the purpose of kitchen rental at the Red Bluff Community Center.

This item was pulled by Councilmember Jackson for clarification.

M/S/C Councilmembers Jackson and Brown to authorize the City Manager to sign the agreement between the City of Red Bluff – Senior Nutrition and the Tehama County Community Action Agency for the purpose of kitchen rental at the Red Bluff Community Center.

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

NOES: ABSENT OR NOT VOTING: NONE

ABSENT OR NOT VOTING: NONE

**CURRENT BUSINESS:**

**1. SALE OF 900 PALM AVENUE PROPERTY**

Richard Crabtree, City Manager/City Attorney, reviewed the staff report and gave staff's recommendation that the City Council approve the sale of the City's Palm Avenue site, approve the opening of escrow for the sale and authorize the Mayor to sign a transfer deed and other documents necessary to facilitate sale of the property.

M/S/C Councilmembers Carrel and Brown to approve staff recommendation

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

NOES: NONE

ABSENT OR NOT WORKING: NONE

**2. REFINANCING OF THE OF RED BLUFF'S CALPERS SIDE FUND**

Sandy Ryan, Finance Director, reviewed the staff report and gave staff's recommendation that the City Council receive the presentation of the refinancing option for the City of Red Bluff's CalPERS side fund.

Jeff Land of Brandis Tallman, LLC provided an informational presentation on the refinancing option of the City's CalPERS side fund, which will significantly reduce the interest rate the City currently pays to CalPERS.

*THIS IS INFORMATIONAL ONLY NO ACTION NEEDED*

**3. PROFESSIONAL SERVICES – COST ALLOCATION PLAN CONSULTING SERVICES**

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

- a. Review the proposed scope of services.
- b. Authorize staff to advertise for bid.

M/S/C Councilmembers Brown and Carrel to authorize staff to advertise for bid with the proposed scope of services.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

#### **4. TOT TAX APPLICATION TO RV PARKS**

Richard Crabtree, City Manager/ City Attorney, reviewed the staff report and gave staff's recommendation that the City Council adopt (by a minimum of a 4/5ths vote) Resolution No. 25-2012; A Resolution submitting to the voters at the November 6, 2012 General Election a Ballot Measure regarding the City's Transient Occupancy Tax.

Kristen Gray spoke in favor to this agenda item.

Pam Capella, Manager of Durango Park, stated that the owner would like to sit down and talk to the City Council about it before this goes to the voters.

M/S/C Councilmembers Schmid and Brown to adopt Resolution No. 25-2012.

AYES: Councilmembers Schmid, Brown, Jackson and Flynn

NOES: Councilmember Carrel

ABSENT OR NOT VOTING: NONE

#### **5. CITY COUNCIL LAW ENFORCEMENT SUB-COMMITTEE**

Police Chief Paul Nanfito reviewed the staff report and gave staff's recommendation that the City Council form a law enforcement sub-committee consisting of two City Council Members. The formation of this sub-committee will provide an opportunity to open dialogue between the Police Administration and the City Council beyond just those issues that are discussed on an Agenda Report presented during City Council Meetings.

M/S/C Councilmembers Carrel and Brown approve staff's recommendation.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

M/S/C Brown and Carrel to appoint Councilmembers Schmid and Jackson to the sub-committee.

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

NOES: NONE

ABSENT OR NOT VOTING: NONE

## **6. REQUEST TO FILL THE PART TIME OFFICE ASSISTANT POSITION IN THE HUMAN RESOURCES DEPARTMENT**

Richard Crabtree, City Manager/ City Attorney, reviewed the staff report and gave staff's recommendation that the City Council authorizes staff to fill the part time (approximately 20 hours weekly) Office Assistant position in the Human Resources Department. The Human Resources Department is at a staff level of one. It was determined that, after the elimination of the HR Director position, the HR Department would still need a part-time office assistant.

M/S/C Councilmembers Brown and Schmid to approve staff's recommendation.

AYES: Councilmembers Brown, Schmid, Carrel and Flynn

NOES: Councilmember Jackson

ABSENT OR NOT VOTING: NONE

## **7. EXECUTIVE ASSISTANT TO THE CHIEF OF POLICE**

Police Chief Paul Nanfito reviewed the staff report and gave staff's recommendation that the City Council approve the new position of Executive Assistant to the Chief of Police as a new, confidential, mid-management position and authorize the City Manager to fill the position through an internal recruitment. Currently, the Chief of Police is assisted with many confidential matters involving the Police Department by an Administrative Assistant. This position is a line employee that is currently part of the Misc. Employee Bargaining Unit. This position has access to confidential nature involving Internal Affairs Investigations, civil Litigation involving the Police Department, personnel files and matters, disciplinary matters, as well as information on pending criminal investigations that should remain highly confident.

M/S/C Councilmembers Carrel and Brown to approve staff recommendation.

AYES: Councilmembers Carrel, Brown, Schmid and Flynn

NOES: Councilmember Jackson

ABSENT OR NOT VOTING: NONE

## **8. APPROVAL OF WARRANT LIST**

Sandy Ryan, Finance Director, reviewed the staff report and gave staff's recommendation that the City Council approve Check Warrant No. 72835 through 73078 dated June 1, 2012 through June 30, 2012.

M/S/C Councilmembers Jackson and Schmid to approve approve Check Warrant No. 72835 through 73078 dated June 1, 2012 through June 30, 2012.

AYES: Councilmembers Jackson, Schmid, Carrel and Flynn  
NOES: NONE  
ABSENT OR NOT VOTING: Councilmember Brown (abstained)

**STAFF ITEMS:**

Mayor Flynn reported that Mr. Timboe was in the hospital and that the Council's thoughts are with him.

Police Chief Nanfito reported that the Police Departments has started using the new Records Management Program System.

**COMMITTEE REPORTS/COUNCIL COMMENTS:**

Local Agency Formation Commission (LAFCO): *Absent from Meeting*  
3 Core: *NO MEETING*

Tehama County Transportation Commission: *NO MEETING*

Downtown Red Bluff Business Association: *Meeting on Wednesday*

Community Action Agency: *Meeting on Thursday*

Tehama Economic Development Corporation: *Meeting in August*

Tehama County Sanitary Landfill JPA1; *Meeting on Thursday*

Executive Committee – Tehama County/City of Red Bluff Landfill Management Agency  
JPAll: *Meeting on Wednesday*

**ADJOURNMENT:**

There being no further business Mayor Flynn adjourned the meeting at 9:02 p.m. until the meeting of August 7, 2012.

s/b Forrest Flynn, Mayor

ATTEST:

s/b Jo Anna Lopez, City Clerk

*The City of Red Bluff is an equal opportunity provider*