



# CITY OF RED BLUFF

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## RED BLUFF CITY COUNCIL REGULAR COUNCIL MEETING

**Date of Meeting:** Tuesday, September 18, 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  
Rob Schmid  
Daniele Jackson

**Councilmember's Absent:** None

**Staff Present:** Richard Crabtree, City Manager/City Attorney  
Sandy Ryan, Finance Director  
Cheryl Smith, Deputy City Clerk  
Paul Nanfito, Police Chief  
Scot Timboe, Planning Director  
Bruce Henz, Public Works Director  
Jon Bennett, Fire Chief  
Vi Cobb, Human Resource Analyst II  
Donna Gordy, City Treasurer  
JD Ellison, Building Director/Official

Mayor Flynn called the meeting to order at 7:01 p.m.

Ron Fortenberry, Police Chaplain, led the Pledge of Allegiance and assembly joined in.

**Citizen's Comment:**

Linda Fawcett Clawson spoke in regards to the yard sale signs that are left up in various places around town. She reported that in less than 6 weeks she had taken down 184 signs, some of which she had turned into the Building Department. She requested that the City review its ordinance regarding these signs and update as needed.

Mayor Flynn stated that this would be referred to staff to review.

Police Chief Paul Nanfito introduced Ron Fortenberry as the returning Police Chaplain.

Ron Fortenberry stated that he was glad to help the community and the officers. He felt this was a way to stay connected to the community and looked forward to many years of community service.

**CONSENT AGENDA:**

Item number one was pulled from the consent agenda by Councilmember Schmid and item number three by Mayor Pro Tem Brown.

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

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

NOES: None

ABSENT OR NOT VOTING: None

**1. REPORT REGARDING OPEN MARKET PURCHASES & CONTRACT AWARDS AUGUST OF 2012**

Recommendation: That the City Council accepts the open market purchases & contract awards for August of 2012.

Councilmember Schmid requested and received clarification on the repairs to Well Pump 11.

M/S/C Councilmembers Schmid and Carrel to accept the open market purchases and contract awards for August of 2012.

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

NOES: None

ABSENT OR NOT VOTING: None

**2. CONTRACTUAL SERVICE AGREEMENT; CITY HALL JANITORIAL SERVICE**

Recommendation: That the City Council authorizes the City Manager to renew the contractual services for the City Hall Janitorial Service.

*Approved 5-0-0*

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

Recommendation: That the City Council award the Professional Services Contract for the Preparation of the City of Red Bluff Cost Allocation Plan to Willdan Financial Services, and authorize the City Manager to enter into the consulting agreement with Willdan Financial Services.

Mayor Pro Tem Brown pulled this item for clarification on if the work was tracked.

Sandy Ryan, Finance Director, explained to the City Council how the process would work and that the report would come back to the City Council for adoption prior to utilizing the cost allocation.

Rick Crabtree, City Manager/Attorney, also pointed out the correction to page one of the agreement, which was correcting the consultants name in paragraph one.

M/S/C Councilmembers Brown and Jackson to award the Professional Services Contract for the preparation of the City of Red Bluff Cost Allocation Plan to Willdan Financial Services, and authorize the City Manager to enter into the consulting agreement with Willdan Financial Services.

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

NOES: None

ABSENT OR NOT VOTING: None

**4. APPROVAL OF MINUTES**

September 13, 2012 – Special Meeting

*Approved 5-0-0*

## **CURRENT BUSINESS:**

### **OFFICE OF TRAFFIC SAFETY (OTS) TRAFFIC RECORDS GRANT FY 2013**

Police Chief Paul Nanfito reviewed the staff report and staff's recommendation that the City Council:

1. Accept the Office of Traffic Safety (OTS) Traffic Records Grant for FY 2012/2013.
2. Authorize staff to sign the necessary grant agreement to acquire the grant funding in the amount of \$40,000.00 utilizing the expenditure plan outlined.
3. Appropriate \$40,000.00 to the Police Department revenue account # 11-33-060-765 for expenditure from the Police Department expenditure account # 11-33-450-765.

The Red Bluff Police Department has been awarded a grant from the Office of Traffic Safety (OTS) to acquire a GIS information system to provide electronic processing of traffic collision and enforcement data. The grant award is in the amount of \$40,000.00 to purchase and implement traffic collision database and integrated mapping system software. There are no matching funds required. The grant award period is from 10/1/2012 through 9/30/2013.

M/S/C Jackson, Brown to approve staff's recommendations as provided above.

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

NOES: None

ABSENT OR NOT VOTING: None

### **COUNCIL COMMITTEES**

Rick Crabtree, City Manager/Attorney, reviewed the staff report and staff's recommendation that the City Council either take action to form additional City Council Committees or otherwise give direction to staff.

At the July 17, 2012 meeting, the City Council took action to create a Law Enforcement Sub-Committee. Council also directed staff to bring back to Council possible formation of additional City Council Sub-Committees concerning other City Departments.

M/S/C Councilmembers Schmid and Brown to leave the Council Committees as they currently are, with no further additions.

AYES: Councilmembers Brown, Carrel, Flynn and Schmid

NOES: Councilmember Jackson

ABSENT OR NOT VOTING: None

## **CERTIFICATION PAY FOR THE WATER DIVISION AND WASTEWATER DIVISION SUPERVISORS**

Bruce Henz, Public Works Director, reviewed the staff report and gave staff's recommendation that the City Council authorizes a modification to the Class Specifications for the Water Division Supervisor and the Wastewater (Sewer Collection) Division Supervisor.

The authorization for the filling of the positions for the Water Division Supervisor and the Wastewater Division Supervisor were approved by the City Council on February 7<sup>th</sup>, 2012.

Both positions are funded by the revenues from the appropriate enterprise funds and there are currently funds available within the 2011/2012 account budgets to support the filling of these positions.

During a review of the language within the existing "Class Specification" descriptions, it was determined that the existing content of each was in need of modest editing.

While most of the modifications are of a minor and appropriate nature, one of the requested modification is considered significant and is therefore specifically brought to the attention of the City Council.

Staff recommends that both "Classification Specifications" be modified to allow the 10% professional incentive pay increment to carry forward and apply as an additional component of the new salary rates that have already been established for these positions.

M/S/C Councilmembers Carrel and Schmid to authorize a modification to the Class Specifications for the Water Division Supervisor and the Wastewater (Sewer Collection) Division Supervisor.

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

## **RESOLUTION NO. 31-2012; STREET CLOSURE; MONSTER TRUCK DISPLAY & PROCESSION**

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

1. Adopt Resolution No. 31-2012 authorizing the requested street closures and the closure of the City owned parking lot at the corner of Pine and Washington Street for the Monster Truck display.

2. Allow the City to assist with the pre-event Monster Truck “procession” on Walnut Street from the railroad tracks to Main Street and south on Main to Oak Street at approximately 6 p.m. on Thursday, October 4, 2012.

The Chamber of Commerce, on behalf of the Major League of Monster Trucks, has requested that the City assist with a pre-event Monster Truck “procession” on Walnut Street from the railroad tracks to Main Street and south on Main to Oak Street at approximately 6 p.m. on Thursday, October 4<sup>th</sup>.

In addition they are requesting that Washington Street, from Oak to Walnut Street; Pine Street from Main Street to the alley east of the Post Office; and the City Parking Lot at the corner of Washington & Pine Streets be closed to traffic and parking on October 4<sup>th</sup>, from approximately 6 p.m. to 8 p.m. to accommodate a display of the trucks and assorted vendor booths.

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

AYES: Councilmembers Brown, Carrel, Flynn and Schmid

NOES: Councilmember Jackson

ABSENT OR NOT VOTING: None

## **POLICE MID-MANAGEMENT**

Rick Crabtree, City Manager/Attorney, reviewed the staff report and gave staff’s recommendation that the City Council Adopt Resolution 32- 2012: A Resolution Of The City Council Of The City Of Red Bluff Amending Certain Salaries And Benefits Between The City Of Red Bluff And The Red Bluff Police Mid Managers Association.

The Resolution replaces prior Resolution 42-2011 which set forth applicable salaries and benefits for Police Mid-Management Employees through June 30, 2012.

The proposed new Resolution will run through June 30, 2015. The Association has agreed to the provisions set forth in the proposed Resolution. Some of the highlights of the new Resolution include:

- Salary
  - No change year one (2012-2013).
  - Year two (2013-2014) 2% - 4.5% tied to increases, if any, in the City’s prior year’s sales tax revenue.
  - Year three (2014-2015) 2% - 4.5% tied to increases, if any, in the City’s prior year’s sales tax revenue.
- Composite Leave
  - The employees will convert from the prior Composite Leave System to a more traditional sick leave/vacation system.
- PERS Contributions
  - Employees will pay the employee portion of PERS contributions.

M/S/C Councilmembers Jackson and Brown to adopt Resolution No. 32-2012; A Resolution of the City Council of the City of Red Bluff amending certain salaries and benefits between the City of Red Bluff and the Red Bluff Police Mid-Managers Association.

AYES: Councilmembers Brown, Jackson Carrel, Flynn and Schmid

NOES: None

ABSENT OR NOT VOTING: None

City Manager Crabtree and Mayor Flynn thanked the Red Bluff Police Mid-Managers Association for stepping up and negotiating benefits to both the City and the employees.

### **ADOPTION OF NEW MEMORANDUM OF UNDERSTANDING WITH THE MISCELLANEOUS UNIT**

Rick Crabtree, City Manager/Attorney, reviewed the staff report and gave staff's recommendation that the City Council adopt the Proposed Memorandum of Understanding for the period of July 1, 2012 through June 30, 2015 with the Miscellaneous Unit.

The prior MOU with the Miscellaneous Group expired June 30, 2011 and the Miscellaneous Group has been operating without a contract since then. The Miscellaneous Group membership has voted and approved the attached proposed MOU.

Some highlights of the new MOU include:

- **Term**
  - 3 years, through June 30, 2015.
- **Salary**
  - No change year one (2012-2013).
  - A 2% increase effective July 1, 2013 will be received by members of the Miscellaneous Unit.
  - Year three (2014-2015) a minimum of 2% - to a maximum of 4.5% tied to increases, if any, in the City's prior year's sales tax revenue.
- **Composite Leave**
  - The employees will convert from the prior Composite Leave System to a more traditional sick leave/vacation system.
- **PERS Contributions**
  - Employees will pay the employee portion of PERS contributions.

City Manager Crabtree and Mayor Flynn thanked the Miscellaneous Unit for the way that they completed negotiations.

M/S/C Councilmembers Jackson and Carrel to adopt the Memorandum of Understanding for the period of July 1, 2012 through June 30, 2015 with the Miscellaneous Unit.

AYES: Councilmembers Brown, Jackson Carrel, Flynn and Schmid

NOES: None

ABSENT OR NOT VOTING: None

## **APPROVAL OF MINUTES**

### **AUGUST 21, 2012**

M/S/C Councilmembers Carrel and Brown to approve the minutes of August 21, 2012 as written.

AYES: Councilmembers Brown, Carrel and Jackson

NOES: None

ABSENT OR NOT VOTING: Councilmembers Flynn and Schmid (both abstained-absent from that meeting)

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

**Recommendation:** That the City Council approve Check Warrant No. 73303 through 73623 dated August 1, 2012 thru August 31, 2012.

M/S/C Councilmembers Carrel and Jackson to approve the August 2012 Check Warrants.

AYES: Councilmembers Carrel, Flynn, Jackson and Brown

NOES: None

ABSENT OR NOT VOTING: Councilmember Brown (abstained)

## **STAFF ITEMS:**

Rick Crabtree, City Manager/Attorney, reported that the Beef and Brew held over the weekend was very successful. He thanked the Police Department for the two Officers that were present during the event.

Chief Nanfito reported that they had received no calls for service from inside the event.

Fire Chief Jon Bennett reported that after two years of an engine not going out on fires, this year the the engine had gone out four times on six different incidents.

Councilmember Jackson reported that the Community Center Auxiliary and Blues for the Pool Craft Faire would be held on Saturday, September 22<sup>nd</sup>, at the Community Center from 10 a.m. to 4 p.m.

### 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 - ***meeting in one week***

Tehama County Transportation Commission - ***no meeting***

Downtown Red Bluff Business Association - ***meets on September 19<sup>th</sup>***

Community Action Agency – ***meets on September 20<sup>th</sup>***

Tehama Economic Development Corporation - ***none***

Tehama County Sanitary Landfill JPA I – ***meets September 19<sup>th</sup>***

Executive Committee -- Tehama County/City of Red Bluff Landfill Management Agency JPA II – ***meets in October***

### ADJOURNMENT:

There being no further business Mayor Flynn adjourned the meeting at 8:26 p.m. until the meeting of October 2, 2012, at the Red Bluff City Council Chambers.

s/b Forrest Flynn, Mayor

### ATTEST:

s/b Jo Anna Lopez, City Clerk

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