



City of Red Bluff

City Council

Regular Meeting Agenda

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

Tuesday, May 19, 2026

5:30 PM

Council Chambers

**THIS HYBRID MEETING WILL BE CONDUCTED VIA TELECONFERENCE AND
IN-PERSON**

Live audio is available on the City's website at:

<https://cityofredbluff.legistar.com/Calendar.aspx>

Please click this URL to join an interactive Zoom Meeting:

<https://us02web.zoom.us/j/83658645833?pwd=Q0dZdkpuTks4M2hES2tjRWNNcIF0dz09>

Passcode: 388955

Or join by phone: Dial 1 669 900 6833 or +1 669 444 9171

Webinar ID: 836 5864 5833

Passcode: 388955

The City of Red Bluff welcomes you to their Council meetings, which are regularly scheduled for the first and third Tuesdays of each month. Your participation and interest are encouraged and appreciated. Meeting notices are available in appropriate alternative formats, upon request of a person with a disability. If accommodations are needed for individuals with disabilities, please contact the Deputy City Clerk's office at (530) 527-2605 at least 72 hours prior to the day of the meeting.

**CALL TO ORDER -- Councilmember Clement Remote from 550 Leisure Lane,
Sacramento.**

PLEDGE OF ALLEGIANCE

CITIZEN COMMENT

This time is set-aside for citizens to address the City Council on any item of interest to the public that is within the subject matter jurisdiction of the City Council. To make a public comment on Zoom, you must raise your hand. For items that are on the agenda, public comment will be heard when the item is discussed. If your comments concern an item that is noted as a public hearing, please address the City Council after the public hearing is opened for public testimony. The Mayor reserves the right to limit each speaker to three (3) minutes.

The Mayor also may limit or prohibit multiple presentations by the same individual(s) on the same topic. Please understand that by law, the City Council cannot make decisions on matters that are not on the agenda and matters of concern will be referred to the City Manager's Office.

ANNOUNCEMENTS OF AGENDA CORRECTIONS**STAFF ITEMS**

City Manager, Tom Westbrook
HR, Scott Garrison
Community Development Director, Beth Lindauer
Public Works Director, Scott Miller
Fire Chief, Mike Bachmeyer
Finance Director, Paul Young
Police Chief, Quintan Ortega
City Engineer, Robin Kampmann

COMMISSIONS REPORTS - Parks and Recreation Commission**PRESENTATION****CONFLICT OF INTEREST DECLARATION****CONSENT AGENDA / APPROVAL OF DRAFT MINUTES**

These items include routine financial and administrative actions and are usually approved by a single majority vote. Any City Councilmember, staff member or interested person may request that an item be removed from the Consent Agenda and those items are usually considered following approval of the remaining Consent Agenda.

1. Approval of May 5, 2026, City Council Minutes [0166](#)

Recommended Action:

Approve May 5, 2026, City Council Minutes

2. Second Reading and Adoption of Ordinance 1095 Adding Section 2.8 to Chapter 2: Administration, Article I: General Provisions of the Red Bluff Municipal Code Establishing Procedures for Public Records Requests and Appointing a Designated Public Records Coordinator. [1095](#)

3. Approval of Warrant List [0165](#)

Recommended Action:

Approve Check Warrant No. 109336 through 109507 dated April 1, 2026 thru April 30, 2026.

4. Purchases of \$2,000 or More & Contract Awards [0168](#)

Recommended Action:

Acceptance of the open market purchases of \$2,000 or more & contract awards for the previous month.

ITEMS PULLED FROM CONSENT

REGULAR AGENDA

These items include significant financial and administrative actions of special interest that are usually approved individually by a majority vote. The Regular Agenda also includes noticed hearings and public hearings. The times on the agenda are approximate.

The deadline for items to be placed on the City's agenda is 5:00 p.m. on the preceding Tuesday, unless a holiday intervenes. Items not listed on the Agenda can only be considered by the City Council if they qualify under Government Code Section 54954.2(b) (typically this applies to items meeting the criteria as an off-agenda emergency).

- 5.** Chamber of Commerce and the City of Red Bluff Agreement for July 2026 - June 2029 [0162](#)

Recommended Action:

Consider the proposed 3-Year Agreement between the City of Red Bluff and the Red Bluff-Tehama County Chamber of Commerce. Authorize the Mayor to sign the Proposed Agreement.

- 6.** Adopt Resolution 07-2026 of the Red Bluff City Council Waiving Certain Building Permit, Plan Check Fees, and Inspection Fees for the Installation of donated playground equipment and a sponsor sign at Trainor Park. [07-2026](#)

Recommended Action:

1. Conduct a public hearing regarding the acceptance of an additional donated playground structure and donated installation services, and consider waiving applicable building permit fees associated with the project; and

2. Adopt Resolution No. 07-2026 approving the installation of the playground and waiving associated building fees.

- 7.** Approve the Minor Amendment #2 to PJ Helicopters 2017-2067 Lease Agreement [0169](#)

Recommended Action:

Approve the Minor Amendment #2 to PJ Helicopters 2017-2067 Lease Agreement and authorize the Mayor and City Attorney to sign Airport Lease Agreement Second Amendment.

- 8.** County of Tehama Lease for the Rio & Walnut Transfer Facility [0163](#)

Recommended Action:

Approve the Intergovernmental Agreement between the County of Tehama and the City of Red Bluff regarding lease of the Rio & Walnut Red Bluff Transit Transfer Center, and authorize the City Manager to execute the agreement and related documents.

9. City Engineer NorthStar Agreement Extension - Addendum No. 7 [0167](#)

Recommended Action:

Authorize the City Manager to sign proposed contract Addendum No. 7 (Attached) with NorthStar to continue providing the City of Red Bluff with City Engineer services for a three-year period with the option of termination by either party giving a 30-day notice.

COMMITTEE REPORTS / COUNCIL COMMENTS

Reports by City Council Members on the activities of their assigned agencies/committees:

- *Antelope Water/Sewer Project JPA
- *Chamber of Commerce
- *City/County Ad Hoc Committee
- *Community Action Agency
- *Downtown Red Bluff Business Association
- *Executive Committee - Tehama County Solid Waste Management Agency
- *Local Agency Formation Commission (LAFCO)
- *Red Bluff Community Center Commission
- *Tehama County Air Pollution District Review Committee
- *Tehama County Continuum of Care Executive Council
- *Tehama County Solid Waste Management Agency (JPA)
- *Tehama County Transportation Commission

ADDITIONAL COUNCIL COMMENTS AND OTHER MEETINGS ATTENDED

FUTURE AGENDA ITEMS BY CONSENSUS OF COUNCIL

CITIZEN COMMENT BEFORE CLOSED SESSION

RECESS TO CLOSED SESSION

10. Closed Executive Session - Labor Negotiations**0164**

Recommended Action:

Conduct Closed Session after the Regular City Council Meeting.

Conference Regarding Labor Negotiations with designated City Representatives: Tom Westbrook, Paul Young, Scott Garrison, Leanna Pearson and Sophia Meyer.

Recognized Bargaining Units to potentially be discussed:

Police Officers' Association (POA) represented by Teamsters Local #137.
Red Bluff Firefighters' Association (RBFA) represented by UPEC Local 792.
Red Bluff Fire Mid-Management Association (RBFMMA), self-represented.
Red Bluff Police Mid-Management Association (RBPMMMA), self-represented.

Unrecognized Employee Group Agreements to be discussed:

Management/Mid-Management Agreement (Groups A & B), unrepresented.

(Government Code Section 54957.6)

REPORTABLE ACTIONS FROM CLOSED SESSION**ADJOURNMENT**

This meeting is adjourned until the next regularly scheduled meeting. Regular City Council meetings are scheduled on the first and third Tuesdays of the month beginning at 5:30 p.m. in the City Council Chambers at 555 Washington Street, Red Bluff California. Agenda packets, minutes and audio are available on the City's website at <https://cityofredbluff.legistar.com/Calendar.aspx>. Contact the Deputy City Clerk's office for assistance at (530) 527-2605 x 3057.

CAMPAIGN CONTRIBUTION DISCLOSURE PURSUANT TO THE LEVINE ACT (GC Section §84308)

Members of the City Council are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Councilmember received more than \$500 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the City's decision on the agenda item since January 1, 2023. Members of the City Council who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$500 to a Councilmember since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Councilmember and may be made either in writing to the City Clerk's Department before the subject hearing or by verbal disclosure at the time of the hearing.



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0166

Agenda Date: 5/19/2026

Agenda #: 1.

TO: Honorable Mayor and Members of the City Council

FROM: Cassidy DeRego, City Clerk

SUBJECT:
Approval of May 5, 2026, City Council Minutes

RECOMMENDED COUNCIL ACTION:
Approve May 5, 2026, City Council Minutes



CITY OF RED BLUFF

555 Washington Street, Red Bluff, California 96080
(530) 527-2605; Fax (530) 529-6878
www.cityofredbluff.org

CITY COUNCIL MINUTES

Tuesday, May 5, 2026
Council Chambers, City Hall

Attendee Name	Title	Status	Arrived
Cassie Pope	Councilmember	Present	5:15 PM
Patrick Hurton	Councilmember	Present	5:20 PM
Kris Deiters	Councilmember	Present	5:16 PM
Mark Clement	Mayor Pro Tem	Present	5:24 PM
Jr Gonzales	Mayor	Present	5:15 PM

STAFF PRESENT

Tom Westbrook, City Manager
 Sophia Meyer, City Attorney
 Paul Young, Finance Director
 Scott Garrison, HR Administrator
 Beth Lindauer, Community Development Director
 Scott Miller, Public Works Director
 Quintan Ortega, Police Chief
 Michael Bachmeyer, Fire Chief Robin
 Anita Rice, Deputy City Clerk
 Cassidy DeRego, City Clerk
 Donna Gordy, Treasurer (remote)

PLEDGE OF ALLEGIANCE

Mayor Gonzales led the Pledge of Allegiance.

CITIZEN COMMENT

Pastor Scott Camp, a community member, led a prayer. There will be a National Day of Prayer celebration held on Thursday, May 7, 2026, at the old Courthouse.

Ken Boone, a community member, read biblical scripture.

David Burke, with One Seed at a Time and The Fig Hunter, stated that in conjunction with several other businesses, they were able to plant some fruit trees at the PATH Navigation Center.

ANNOUNCEMENTS OF AGENDA CORRECTIONS

No agenda corrections were received.

STAFF ITEMS

- City Manager Tom Westbrook
Mr. Westbrook gave an update on several community events.
- HR Administrator Scott Garrison
Mr. Garrison reported that they are currently recruiting for positions within the Police Department.
- Community Development Director Beth Lindauer
Ms. Lindauer reported that the Code Enforcement Officer completed his next code enforcement module training.
- Public Works Director Scott Miller
Mr. Miller thanked staff for their hard work in completing much needed projects to keep the water running for the community.
- Fire Chief Mike Bachmeyer
Chief Bachmeyer reported that the outlook is dry and warmer from June through August 2026. This increases the local fire risk. They will soon be starting fire reduction enforcement in the community.
- Finance Director Paul Young
Nothing to report.
- Police Chief Quintan Ortega
Chief Ortega reported that on Wednesday, May 6, 2026, at 7:00 p.m, the 32nd Annual Peace Officer Memorial Ceremony will be held at High Point Assembly. He also thanked staff for their hard work in making arrests related to two murders within the community.
- City Engineer Robin Kampmann
Was not present.

COMMISSION(S) REPORTS: None

PRESENTATIONS: None

CONFLICT OF INTEREST DECLARATION

No conflict of interest was declared.

CONSENT AGENDA / APPROVAL OF DRAFT MINUTES

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RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Clement, Mayor Pro Tem
SECONDER:	Patrick Hurton, Councilmember
AYES:	Pope, Hurton, Deiters, Clement, Gonzales

- 1. City Council - Regular Meeting/Closed Session - Apr 7, 2026 5:30 PM**
- 2. City Council - Regular Meeting/Closed Session - Apr 21, 2026 5:30 PM**
- 3. Public Works Monthly Activity Summary, April**
- 4. An Ordinance of the Red Bluff City Council Amending Section 25.239 and 25.197 of the Municipal Code Regarding Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) Ensuring Consistency with State Law**

ITEMS PULLED FROM CONSENT

REGULAR AGENDA

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5. Draft Ordinance Adding Section 2.8 - Public Records Request, to Chapter 2: Administration, Article I: General Provisions of the Red Bluff Municipal Code Establishing Procedures for Public Records Requests and Appointing the Deputy City Clerk as the Public Records Act Coordinator.

Beth Lindauer, Community Development Director, presented the Staff's recommendation that the City Council:

1. Introduce the first reading of Ordinance No. 1095 and conduct a public hearing regarding an Ordinance of the City of Red Bluff.
2. Add Section 2.8 to Chapter 2 of the Red Bluff Municipal Code, establishing procedures for responding to Public Records Requests; and appointing the Deputy City Clerk as the designated Public Records Coordinator.

Mayor Gonzales opened the Public Hearing at 5:49 p.m. There being no comment, the Public Hearing was closed at 5:50 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Patrick Hurton, Councilmember
SECONDER:	Cassie Pope, Councilmember
AYES:	Pope, Hurton, Deiters, Clement, Gonzales

6. Military Equipment Annual Report 2025

Ruben Murgia, Police Captain, presented the staff's recommendation that the City Council:

1. Conduct the Public Hearing.
2. Approve the Military Equipment Annual Report 2025.

Mayor Gonzales opened the Public Hearing at 5:53 p.m. There being no comment, the Public Hearing was closed at 5:54 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark Clement, Mayor Pro Tem
SECONDER:	Patrick Hurton, Councilmember
AYES:	Pope, Hurton, Deiters, Clement, Gonzales

7. Miscellaneous Bargaining Unit Memorandum of Understanding (MOU) 7/1/2026 - 6/30/2029

Scott Garrison, HR Administrator, presented the staff's recommendation that the City Council approve the proposed new Memorandum of Understanding between the City of Red Bluff and the Operating Engineers No. 3 representing the Miscellaneous Unit for the set term of July 1, 2026, through June 30, 2029.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark Clement, Mayor Pro Tem
SECONDER:	Cassie Pope, Councilmember
AYES:	Pope, Hurton, Deiters, Clement, Gonzales

8. 2025/26 Budget Update

Paul Young Finance Director gave a budget update for FY 2024/2025 and 2025/2026.

RESULT: NO ACTION NEEDED

9. Presentation and Acceptance of the Annual Comprehensive Financial Report, Development Act Financial Statements and Single Audit Act Reports for the Fiscal Year Ended 6-30-25

Paul Young, Finance Director, presented the staff's recommendation that the City Council accept the Annual Comprehensive Financial Report (ACFR), the Transportation Development Act (TDA) Fund Financial Statements, and Single Audit Act Reports for the Fiscal Year Ended June 30, 2025.

RESULT: APPROVED [UNANIMOUS]
MOVER: Kris Deiters, Councilmember
SECONDER: Mark Clement, Mayor Pro Tem
AYES: Pope, Hurton, Deiters, Clement, Gonzales

10. FAA Weather Camera Installation at Red Bluff Municipal Airport Agreement

Scott Miller, Public Works Director/Airport Manager, presented the staff's recommendation that the City Council authorize the Public Works Director to sign the Weather Camera Agreement and direct staff to coordinate the installation of the weather camera system.

William Ellis, a community member, asked and received clarification on the camera performance when there is a large load on the system.

RESULT: APPROVED [UNANIMOUS]
MOVER: Mark Clement, Mayor Pro Tem
SECONDER: Cassie Pope, Councilmember
AYES: Pope, Hurton, Deiters, Clement, Gonzales

11. Consideration and Direction Regarding Elected Versus Appointed City Clerk and City Treasurer Positions

Tom Westbrook, City Manager, presented the staff's recommendations that the City Council provide direction to staff regarding whether to:

1. Maintain the current structure of elected City Clerk and City Treasurer, or
2. Transition to an appointed City Clerk and/or City Treasurer, subject to applicable legal procedures, including voter approval.

An in-depth discussion was had by the City Council, and all questions asked were answered adequately. It was explained that if this goes to the ballot in November 2026, this would not take effect until the elected officials' terms are up in November 2028. Councilmember Deiters felt strongly that this would be better suited for the November 2028 Ballot. She feels that there would be a different Council in place, and they could make the determination at that time.

Mayor Gonzales made the recommendation to staff to transition to an appointed City Clerk and/or City Treasurer, subject to applicable legal procedures, including voter approval. The Council agreed by consensus.

RESULT: NO ACTION NEEDED

12. A Resolution of the Red Bluff City Council Adopting the May 2026 Update to the City Council Policy Manual

Tom Westbrook, City Manager, presented the staff's recommendation that the City Council adopt Resolution No. 6-2026 for the May 2026 update to the City of Red Bluff City Council Policy Manual.

RESULT: ADOPTED [UNANIMOUS]

MOVER: Mark Clement, Mayor Pro Tem

SECONDER: Cassie Pope, Councilmember

AYES: Pope, Hurton, Deiters, Clement, Gonzales

COMMITTEE REPORTS / COUNCIL COMMENTS

- Antelope Water/Sewer Project JPA: Westbrook - All Councilmembers
Tom Westbrook, City Manager, reported that the next meeting is scheduled for Thursday, May 14, 2026.
- Chamber of Commerce: Gonzales & Pope
Mayor Gonzales gave an update on several upcoming community events.
- City of Red Bluff/Tehama County Ad Hoc Committee: Deiters & Gonzales
Councilmember Deiters reported that the next meeting is scheduled for Monday, May 18, 2026.
- Community Action Agency: Deiters
Councilmember Deiters reported that the next meeting is scheduled for Thursday, May 21, 2026.
- Downtown Red Bluff Business Association: Clement & Pope
Mayor Pro Tem Clement reported that no meeting was scheduled.
- Executive Committee - Tehama County Solid Waste Management Agency: Deiters & Hurton
Councilmember Deiters reported that no meeting was scheduled.
- Local Agency Formation Commission (LAFCO): Gonzales & Hurton
Mayor Gonzales reported that no meeting was scheduled.
- Red Bluff Community Center Commission: Gonzales & Hurton
Tom reported that the next meeting is scheduled for Thursday, August 20, 2026.
- Tehama County Continuum of Care Executive Council: Deiters & Clement
Councilmember Deiters reported that the next meeting is scheduled for Wednesday, May 13, 2026.

- Tehama County Solid Waste Management Agency (JPA): All Councilmembers
Councilmember Hurton reported that the next meeting is scheduled for Monday, June 1, 2026.
- Tehama County Transportation Commission: Hurton & Pope
Councilmember Hurton reported that the last meeting was held on Monday, April 27, 2026. They approved an agreement for grant writing services.
- Tehama County Air Pollution District Review Committee: Deiters & Pope
Councilmember Pope reported that no meeting was scheduled.

ADDITIONAL COUNCIL COMMENTS AND OTHER MEETINGS ATTENDED

Councilmember Deiters stated that budget meetings are underway. She stated that there are subcommittees of the Continuum of Care that meet frequently. She also attended the spring regional coordination meeting that was held in Corning. They discussed a homeless encampment policy that will be required by the State of California for funding.

FUTURE AGENDA ITEMS BY CONSENSUS OF COUNCIL

None received.

CITIZEN COMMENT BEFORE CLOSED SESSION

None received.

RECESS TO CLOSED SESSION

13. Closed Executive Session - Labor Negotiations

RESULT: NO ACTION NEEDED

14. Public Employee Performance Evaluation - California Government Code Section 54957 (B)(1) - City Manager.

RESULT: NO ACTION NEEDED

REPORTABLE ACTIONS FROM CLOSED SESSION

No reportable action was received for either item discussed in Closed Session.

ADJOURNMENT

There being no further business Mayor Gonzales adjourned the meeting at 6:54 p.m. to a Closed Session. The next City Council meeting will be held on Tuesday, May 19, 2026, at 5:30 p.m. in the Red Bluff City Council Chambers.

Mayor

ATTEST:

Anita Rice, Deputy City Clerk



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 1095

Agenda Date: 5/19/2026

Agenda #: 2.

TO: Honorable Mayor and members of City Council

FROM: Beth Lindauer, Community Development Director

SUBJECT:

Second Reading and Adoption of Ordinance 1095 Adding Section 2.8 to Chapter 2: Administration, Article I: General Provisions of the Red Bluff Municipal Code Establishing Procedures for Public Records Requests and Appointing a Designated Public Records Coordinator.

RECOMMENDED COUNCIL ACTION:

Waive the second reading except by title and adopt Ordinance No. 1095 adding Section 2.8 to Chapter 2 of the Red Bluff Municipal Code, establishing procedures for responding to Public Records Requests; and appointing a designated Public Records Coordinator.

SUMMARY:

The City of Red Bluff is subject to the California Public Records Act (CPRA), Government Code Sections 7920 through 7931, which governs public access to records maintained by local agencies. The CPRA requires public agencies to make records promptly available upon request, subject to specific exemptions provided by law.

While the City currently complies with the CPRA, Red Bluff does not have a codified municipal chapter outlining internal procedures for receiving, processing, and responding to public records requests. In recent years, public records requests have increased in both volume and complexity, highlighting the benefit of adopting standardized, transparent procedures consistent with state law.

The proposed ordinance and accompanying resolution are intended to formalize these practices while preserving all rights guaranteed under state law.

PREVIOUS COUNCIL ACTION:

At the City Council meeting of May 5, 2026, the City Council introduced the first reading and held a public hearing on the proposed ordinance that would add Section 2.8 to Chapter 2 of the Red Bluff Municipal Code, establishing procedures for Public Records Requests and appointing a designated Public Records Coordinator.

DISCUSSION:

The proposed ordinance would add a new Section 2.8 to Article I of Chapter 2 of the Red Bluff Municipal Code titled "Public Records Requests."

The chapter establishes procedures consistent with Government Code Sections 7920-7922, including procedures for the submission and processing of requests, response timelines consistent with state law, the handling of exempt and partially exempt records, and the preservation of records during pending requests.

The ordinance is procedural in nature and does not expand or restrict public access beyond what is authorized under the California Public Records Act. Rather, it is intended to promote consistency,

efficiency, and transparency in the City's handling of records requests.

The accompanying resolution designates the Deputy City Clerk as the Public Records Coordinator, authorizes development of optional request forms and administrative procedures, and establishes a fee schedule limited to costs authorized under state law. Inspection of public records will continue to be provided free of charge as required by law.

FEES

California Government Code Section 7922.530 authorizes agencies to recover the direct cost of duplicating or producing public records, including electronic records, where applicable. The proposed resolution does not establish any new fees beyond those already authorized by state law.

LEGAL REVIEW

The proposed ordinance and resolution have been prepared to remain consistent with the California Public Records Act and applicable constitutional protections and are subject to approval as to form by the City Attorney.

ENVIRONMENTAL REVIEW

The proposed action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), as it involves administrative and organizational government procedures that will not result in direct or indirect physical changes to the environment.

CITY FISCAL IMPACT:

There is no direct fiscal impact associated with the adoption of the ordinance. The resolution authorizes recovery of limited costs already permitted under state law.

ATTACHMENTS:

1. Draft Ordinance

CITY COUNCIL ORDINANCE NO. 1095

AN ORDINANCE OF THE RED BLUFF CITY COUNCIL

WHEREAS, the California Public Records Act, codified at Government Code sections 7920.000 through 7931.000, declares that access to information concerning the conduct of the people's

business is a fundamental and necessary right of every person; and

WHEREAS, Government Code sections 7920 through 7922 require local agencies to make public records promptly available upon request, subject to specific exemptions provided by law; and

WHEREAS, on May 5, 2026, the City Council introduced Ordinance No.1095 and conducted a duly noticed public hearing thereon, at which time all interested parties were given the opportunity to be heard; and

WHEREAS, on May 5, 2026, the City Council approved the introduction and first reading of Ordinance No. 1095 by a 5-0 vote; and

WHEREAS, the City has prepared Ordinance No. 1095 to amend Red Bluff Municipal Code Chapter 2, adding Section 2.8: Public Records Requests; and

WHEREAS, the City Council desires to adopt uniform procedures to ensure timely, transparent, and lawful responses to public records requests while safeguarding records exempt from disclosure; and

WHEREAS, the adoption of local procedures consistent with state law promotes efficient administration, accountability, and public trust;

THE CITY COUNCIL OF THE CITY OF RED BLUFF DOES ORDAIN ON MAY 19, 2026, AS FOLLOWS:

**CHAPTER 2: ADMINISTRATION, ARTICLE I GENERAL PROVISIONS
SECTION 2.8: PUBLIC RECORDS REQUESTS**

Sections:

- 2.8.1 Purpose and Authority
- 2.8.2 Definitions
- 2.8.3 Requests for Inspection or Copies
- 2.8.4 Requests Filed with Deputy City Clerk
- 2.8.5 Response Time and Procedure
- 2.8.6 Fees and Charges
- 2.8.7 Exemptions, Redactions, and Denials
- 2.8.8 Record Retention and Preservation
- 2.8.9 Severability

§ 2.8.1 PURPOSE AND AUTHORITY.

The purpose of this Chapter is to establish procedures by which members of the public may request access to records of the City of Red Bluff in accordance with the California Public Records Act, Government Code Sections 7920 through 7922 (the "Act"). This Chapter is adopted pursuant to the authority granted by the Act and other provisions of state law governing access to public records. Nothing in this Chapter is intended to expand or diminish the rights provided under state law.

§ 2.8.2 DEFINITIONS.

For purposes of this Chapter, the following definitions apply:

"Act" means the California Public Records Act, Government Code Sections 7920 through 7931, as

may be amended from time to time.

“**Public Record**” means every writing containing information relating to the conduct of the public’s business prepared, owned, used, or retained by the City, regardless of physical form or characteristics.

“**Request**” means any request, whether written or oral, for inspection or copying of public records.

“**Deputy City Clerk**” means the Deputy City Clerk of the City of Red Bluff or the Clerk’s designated representative.

§ 2.8.3 REQUESTS FOR INSPECTION OR COPIES.

- (A) Public Records shall be made available for inspection or copying upon request in accordance with the Act, subject to exemptions provided by law.
- (B) Requests shall reasonably describe the records sought so that the City can locate the records with reasonable effort and specificity.
- (C) Requests may be made in person, by mail, by electronic mail, or in such other written form as the Deputy City Clerk may prescribe.
- (D) The City is not required to create new records, to answer questions posed by a requester, or to perform analysis of records except as otherwise expressly required by law.

§ 2.8.4 REQUESTS FILED WITH DEPUTY CITY CLERK.

- (A) All requests for public records shall be filed with the Deputy City Clerk.
- (B) The Deputy City Clerk shall log each request, assign it a control number, and track the City’s response in accordance with the Act.
- (C) If a request is made to another City department, that department shall immediately forward the request to the Deputy City Clerk.

§ 2.8.5 RESPONSE TIME AND PROCEDURE.

- (A) Within ten (10) calendar days of receipt of a request, the Deputy City Clerk shall determine whether the request, or any portion thereof, seeks disclosable public records in the City’s possession and shall promptly notify the requester of the determination and the reasons therefor. A notice may be sent in electronic or written form.
- (B) The 10-day period may be extended once by written notice to the requester stating the reason for the extension and the date on which a determination is expected, for a period not to exceed an additional fourteen (14) calendar days, in accordance with state law.
- (C) If the City determines that records are disclosable and available, it shall provide inspection of the records at a time agreeable to both parties, or provide copies of the records upon payment of applicable fees.

§ 2.8.6 FEES AND CHARGES.

- (A) The City may charge for copies of public records in accordance with Government Code Sections 7922.530 and as authorized by the Act.
- (B) Fees shall be limited to the direct cost of duplication and any other costs expressly authorized by law (e.g., mailing, media costs).
- (C) No fee shall be charged for time spent locating or reviewing records unless otherwise permitted by the Act, or unless a statutory exemption applies.

§ 2.8.7 EXEMPTIONS, REDACTIONS, AND DENIALS.

- (A) The City shall not disclose records that are exempt from disclosure under state or federal law.
- (B) When reasonably possible, the City shall segregate and disclose all non-exempt material

contained in an otherwise exempt document.

(C) Any denial of a request, or of a portion of a request, shall cite the specific legal authority supporting the denial and shall include contact information for the Deputy City Clerk.

§ 2.8.8 RECORD RETENTION AND PRESERVATION.

Nothing in this Chapter shall authorize the destruction or withholding of records that are required to be retained under state law or City retention schedules. The Deputy City Clerk and department heads shall ensure that records requested under this Chapter are preserved until the request has been completed and any applicable appeal period has expired.

§ 2.8.9 SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Chapter is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Chapter.

ATTEST:

Mayor's Signature

Deputy City Clerk

ORDINANCE NO. 1095

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RED BLUFF ESTABLISHING PROCEDURES FOR PUBLIC RECORDS REQUESTS

WHEREAS, The California Public Records Act, codified at Government Code sections 7920.000 through 7931.000, declares that access to information concerning the conduct of the people’s business is a fundamental and necessary right of every person; and

WHEREAS, Government Code sections 7920 through 7922 require local agencies to make public records promptly available upon request, subject to specific exemptions provided by law; and

WHEREAS, The City Council desires to adopt uniform procedures to ensure timely, transparent, and lawful responses to public records requests while safeguarding records exempt from disclosure; and

WHEREAS, The adoption of local procedures consistent with state law promotes efficient administration, accountability, and public trust;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF _____ DOES ORDAIN AS FOLLOWS:

CHAPTER 2: ADMINISTRATION, ARTICLE I GENERAL PROVISIONS

SECTION 2.8: PUBLIC RECORDS REQUESTS

Sections:

- 2.8.1 Purpose and Authority
- 2.8.2 Definitions
- 2.8.3 Requests for Inspection or Copies
- 2.8.4 Requests Filed with Deputy City Clerk
- 2.8.5 Response Time and Procedure
- 2.8.6 Fees and Charges
- 2.8.7 Exemptions, Redactions, and Denials
- 2.8.8 Record Retention and Preservation
- 2.8.9 Severability

§ 2.8.1 PURPOSE AND AUTHORITY.

The purpose of this Chapter is to establish procedures by which members of the public may request access to records of the City of Red Bluff in accordance with the California Public Records Act, Government Code Sections 7920 through 7922 (the “Act”). This Chapter is adopted pursuant to the authority granted by the Act and other provisions of state law governing access to public records. Nothing in this Chapter is intended to expand or diminish the rights provided under state law.

§ 2.8.2 DEFINITIONS.

For purposes of this Chapter, the following definitions apply:

“**Act**” means the California Public Records Act, Government Code Sections 7920 through 7931, as may be amended from time to time.

“**Public Record**” means every writing containing information relating to the conduct of the public’s business prepared, owned, used, or retained by the City, regardless of physical form or characteristics.

“**Request**” means any request, whether written or oral, for inspection or copying of public records.

“**Deputy City Clerk**” means the Deputy City Clerk of the City of Red Bluff or the Clerk’s designated representative.

§ 2.8.3 REQUESTS FOR INSPECTION OR COPIES.

(A) Public Records shall be made available for inspection or copying upon request in accordance with the Act, subject to exemptions provided by law.

(B) Requests shall reasonably describe the records sought so that the City can locate the records with reasonable effort and specificity.

(C) Requests may be made in person, by mail, by electronic mail, or in such other written form as the Deputy City Clerk may prescribe.

(D) The City is not required to create new records, to answer questions posed by a requester, or to perform analysis of records except as otherwise expressly required by law.

§ 2.8.4 REQUESTS FILED WITH DEPUTY CITY CLERK.

- (A) All requests for public records shall be filed with the Deputy City Clerk.
- (B) The Deputy City Clerk shall log each request, assign it a control number, and track the City's response in accordance with the Act.
- (C) If a request is made to another City department, that department shall immediately forward the request to the Deputy City Clerk.

§ 2.8.5 RESPONSE TIME AND PROCEDURE.

- (A) Within ten (10) calendar days of receipt of a request, the Deputy City Clerk shall determine whether the request, or any portion thereof, seeks disclosable public records in the City's possession and shall promptly notify the requester of the determination and the reasons therefor. A notice may be sent in electronic or written form.
- (B) The 10-day period may be extended once by written notice to the requester stating the reason for the extension and the date on which a determination is expected, for a period not to exceed an additional fourteen (14) calendar days, in accordance with state law.
- (C) If the City determines that records are disclosable and available, it shall provide inspection of the records at a time agreeable to both parties, or provide copies of the records upon payment of applicable fees.

§ 2.8.6 FEES AND CHARGES.

- (A) The City may charge for copies of public records in accordance with Government Code Sections 7922.530 and as authorized by the Act.
- (B) Fees shall be limited to the direct cost of duplication and any other costs expressly authorized by law (e.g., mailing, media costs).
- (C) No fee shall be charged for time spent locating or reviewing records unless otherwise permitted by the Act, or unless a statutory exemption applies.

§ 2.8.7 EXEMPTIONS, REDACTIONS, AND DENIALS.

- (A) The City shall not disclose records that are exempt from disclosure under state or federal law.

(B) When reasonably possible, the City shall segregate and disclose all non-exempt material contained in an otherwise exempt document.

(C) Any denial of a request, or of a portion of a request, shall cite the specific legal authority supporting the denial and shall include contact information for the Deputy City Clerk.

§ 2.8.8 RECORD RETENTION AND PRESERVATION.

Nothing in this Chapter shall authorize the destruction or withholding of records that are required to be retained under state law or City retention schedules. The Deputy City Clerk and department heads shall ensure that records requested under this Chapter are preserved until the request has been completed and any applicable appeal period has expired.

§ 2.8.9 SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Chapter is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Chapter.

DRAFT



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0165

Agenda Date: 5/19/2026

Agenda #: 3.

TO: Honorable Mayor and Members of the City Council

FROM: Paul Young, Finance Director

SUBJECT:
Approval of Warrant List

RECOMMENDED COUNCIL ACTION:
Approve Check Warrant No. 109336 through 109507 dated April 1, 2026 thru April 30, 2026.

SUMMARY:
This is a normal procedure per California Government code section 41004 and General Warrants needed to be approved by the City Council regularly.

PREVIOUS COUNCIL ACTION:
None

DISCUSSION:
Monthly report to City Council.

CITY FISCAL IMPACT:
There are available funds for payment of each demand listed.

ATTACHMENTS:
1. Warrant Staff Report

Bank Reconciliation

Board Audit

User: pyoung@cityofredbluff.org
 Printed: 05/06/2026 - 7:44AM
 Date Range: 04/01/2026 - 04/30/2026
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 General Fund				
Department: 00 Fund Level				
0	Cal-PERS Health	PR Batch 00001.04.2026 Med/Den/Vi	04/16/2026	118,109.53
0	Cal-PERS Retirement	PR Batch 00003.03.2026 CalPERS Cl	04/02/2026	91,874.26
0	Cal-PERS Retirement	PR Batch 00001.04.2026 CalPERS PE	04/17/2026	91,792.53
0	Cal-PERS Retirement	PR Batch 00001.04.2026 CalPERS PE	04/20/2026	149.25
0	Cal-PERS Retirement	PR Batch 00002.04.2026 CalPERS PE	04/28/2026	90,830.60
0	Employment Development Dept - PIT	PR Batch 00003.03.2026 State Income	04/02/2026	16,180.81
0	Employment Development Dept - PIT	PR Batch 00001.04.2026 State Income	04/16/2026	16,399.51
0	Employment Development Dept - PIT	PR Batch 00002.04.2026 State Income	04/28/2026	17,680.48
0	Employment Development Dept - SDI	PR Batch 00003.03.2026 State Disabil	04/02/2026	5,418.65
0	Employment Development Dept - SDI	PR Batch 00001.04.2026 State Disabil	04/16/2026	5,424.19
0	Employment Development Dept - SDI	PR Batch 00002.04.2026 State Disabil	04/28/2026	5,584.96
0	US Department of Treasury	PR Batch 00003.03.2026 Medicare En	04/02/2026	106,712.15
0	US Department of Treasury	PR Batch 00001.04.2026 FICA Emplo	04/16/2026	107,944.36
0	US Department of Treasury	PR Batch 00002.04.2026 FICA Emplo	04/28/2026	112,058.70
109341	CA State Disbursement Unit	PR Batch 00003.03.2026 Levy	04/03/2026	1,858.14
109351	Franchise Tax Board	Levy	04/03/2026	453.69
109365	Mission Square	PR Batch 00003.03.2026 Deferred Coi	04/03/2026	13,920.35
109404	NCCSIF Treasurer	Quarterly Worker's Comp-Q4	04/10/2026	243,506.00
109427	Aflac	PR Batch 00003.03.2026 AFLAC Post	04/17/2026	3,192.27
109436	CA State Disbursement Unit	PR Batch 00001.04.2026 Levy	04/17/2026	1,858.14
109446	Franchise Tax Board	PR Batch 00001.04.2026 Levy	04/17/2026	220.36
109453	M5 Excavation	Returned Hydr Meter deposit #271385	04/17/2026	200.00
109456	Michael Roberts Construction	Deposit for returned Hydr meter 70092	04/17/2026	200.00
109457	Mission Square	PR Batch 00001.04.2026 Deferred Coi	04/17/2026	13,864.83
109460	Operating Eng Local #3	PR Batch 00003.03.2026 Union Dues	04/17/2026	1,500.00
109463	Red Bluff Fire Fighters Assoc.	PR Batch 00001.04.2026 Firefighters 2	04/17/2026	915.00
109464	Red Bluff Police Mid Managers Associ	PR Batch 00001.04.2026 Police Mid M	04/17/2026	120.00
109465	Red Bluff Police Off Asse		04/17/2026	2,970.00
109489	Humanadental Insurance Company	PR Batch 00003.03.2026 Med Dental 1	04/23/2026	12,827.28
109492	Medical Air Services Association, Inc.	PR Batch 00001.04.2026 MASA Insur	04/23/2026	210.00
109495	Principal Life Insurance Co.	PR Batch 00001.04.2026 Life Insuranc	04/23/2026	1,473.00
109501	Teamsters Retiree Trust	Retiree Portion	04/23/2026	3,007.00
109505	Vision Service Plan	PR Batch 00003.03.2026 Med Vision 1	04/23/2026	1,965.60
Total for Department: 00 Fund Level				1,090,421.64
Department: 11 City Council				
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	2.45
Total for Department: 11 City Council				2.45
Department: 12 City Manager				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	23.65
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	9.95
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	0.90
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-Ji	04/10/2026	22.02
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	2.06
109428	Apex Technology Management Inc	Computer support monthly billing-Api	04/17/2026	837.33
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	12.88

Check No.	Vendor/Employee	Transaction Description	Date	Amount
109472	Verizon Wireless	2/24/2026-3/23/2026	04/17/2026	38.37
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	53.88
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Cgat GPT Subs	04/23/2026	20.00
Total for Department: 12 City Manager				1,021.04
Department: 13 City Clerk				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	10.19
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	4.28
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	243.87
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	12.77
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	5.55
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	23.21
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Pens Sticky Ne	04/23/2026	798.97
Total for Department: 13 City Clerk				1,098.84
Department: 15 City Attorney				
109379	Sophia R. Meyer Law PC	City attorney professional services	04/03/2026	4,294.00
109415	Sophia R. Meyer Law PC	City Attorney Professional Services-M	04/10/2026	3,021.00
Total for Department: 15 City Attorney				7,315.00
Department: 18 Finance				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	40.72
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	17.12
109359	HDL Coren & Cone	Sales Tax (January-March 2026)	04/03/2026	1,515.77
109378	Smith & Newell CPA's	Audit and Preparation of annual report	04/03/2026	3,245.00
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	225.46
109396	Interstate Gas Services, Inc.	Prepare and Dissemination of FY25 Br	04/10/2026	1,750.00
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	66.06
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	253.99
109428	Apex Technology Management Inc	Computer support monthly billing-Ap	04/17/2026	2,511.99
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	22.18
109449	Infosend Inc	Business license renewal forms/water	04/17/2026	959.33
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	92.76
109493	ODP Business Solutions LLC	Paper	04/23/2026	56.43
109499	State Controller's Office	Annual Street Report 7/1/2025-6/30/2	04/23/2026	2,402.34
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Papersign - CC	04/23/2026	738.29
Total for Department: 18 Finance				13,897.44
Department: 19 Non-Dept				
0	Cal-PERS Health	Retiree City Portion	04/16/2026	1,235.18
109501	Teamsters Retiree Trust	City Portion	04/23/2026	640.00
Total for Department: 19 Non-Dept				1,875.18
Department: 21 Community Promotional				
109373	Red Bluff Chamber Of Commerce	Professional Services for Community 1	04/03/2026	17,500.00
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	12.37
Total for Department: 21 Community Promotional				17,512.37
Department: 22 Human Resources				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	20.36
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	8.56
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	65.29
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	22.02
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	3.48
109428	Apex Technology Management Inc	Computer support monthly billing-Ap	04/17/2026	558.22

Check No.	Vendor/Employee	Transaction Description	Date	Amount
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	11.09
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	46.38
109495	Principal Life Insurance Co.	PR Batch 00003.03.2026 Voluntary Li	04/23/2026	54.40
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt PARMA Hotel	04/23/2026	1,591.38
Total for Department: 22 Human Resources				2,381.18
Department: 41 Engineering				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	10.19
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	4.28
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	31.06
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-Jr	04/10/2026	55.05
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	44.88
109428	Apex Technology Management Inc	Computer support monthly billing-Apr	04/17/2026	1,674.66
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	5.55
109458	Northstar Inc.	Consultant Service-City Engineer/City	04/17/2026	1,322.17
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	23.21
109493	ODP Business Solutions LLC	gel pens	04/23/2026	5.91
Total for Department: 41 Engineering				3,176.96
Department: 57 Gov Building				
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	92.61
109364	Mission Linen Supply	Linen Maintenance and Mat rental Ma	04/03/2026	273.09
109371	Peerless Building Maint. Inc.	Monthly Janitorial Service for March 2	04/03/2026	2,732.25
109376	Security Shredding	Shredding services for CH-March 202	04/03/2026	60.00
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	12,276.72
109494	Pacific Gas & Electric	3/16/2026-4/13/2026	04/23/2026	50.41
109498	Shelby's Pest Control	Monthly pest control service for Marcl	04/23/2026	75.00
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Batteries - CC \	04/23/2026	1,192.81
Total for Department: 57 Gov Building				16,752.89
Total for Fund:10 General Fund				1,155,454.99

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 11 Public Safety Fund				
Department: 00 Fund Level				
109395	Jason Haines	Release of Monies in safekeeping RBF	04/10/2026	13.72
109442	Kevin Isaiah Daniel	Release of Monies for case #26-964	04/17/2026	3.00
Total for Department: 00 Fund Level				16.72
Department: 31 Fire				
109338	AT&T	02/12/2026-03/11/2026	04/03/2026	10.62
109339	Ben's Truck Repair Inc	Fuels reduction flatbed fire dept	04/03/2026	970.30
109340	Bob's Tire Center	Unit E-3 / 1 truck tire	04/03/2026	2,012.42
109342	CA State Firefighters' Assoc.	Active-duty personnel x21	04/03/2026	1,785.00
109344	Cal Fire	4th quarter estimated services	04/03/2026	40,402.82
109347	Cross Connections	Battery pack	04/03/2026	1,098.81
109350	Fasteners Inc	locknuts/cap screws/coarse nuts	04/03/2026	31.34
109363	Mes Service Company LLC	SCBA Flow Testing	04/03/2026	2,140.15
109366	North Main Equipment	Chains/Supplies RBFD	04/03/2026	217.85
109367	North Valley Distributing	Compact linear led high bay lumens, c	04/03/2026	307.82
109368	Joseph Onopa	Repair to damaged glasses, damaged v	04/03/2026	477.00
109385	Verizon Wireless	02/19/2026-03/18/2026	04/03/2026	380.85
109398	L.N. Curtis and Sons	Heavy rescue body harness	04/10/2026	1,268.45
109399	Life Assist Inc.	Nitrile exam gloves, different sizes	04/10/2026	356.47
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	313.66
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	705.90
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	1.03
109428	Apex Technology Management Inc	Computer support monthly billing-Ap	04/17/2026	2,511.99
109432	Ben Toilet Rental Inc.	Portable Toilet rental for RBFD- 3/11/	04/17/2026	319.66
109440	Charter Communications	04/01/2026-04/30/2026	04/17/2026	81.51
109445	Flyers Energy LLC	March 2026 fuel	04/17/2026	5,800.47
109448	Hunt & Sons LLC	March 2026 Fuel	04/17/2026	438.87
109452	L.N. Curtis and Sons	Heavy rescue-full body harness	04/17/2026	1,940.32
109472	Verizon Wireless	2/24/2026-3/23/2026	04/17/2026	60.06
109474	Western Business Products	Contract base rate- 4/6/2026-5/5/2026	04/17/2026	49.82
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	10.36
109487	Grocery Outlet	24 pk purified water/ 84 cases	04/23/2026	435.96
109490	Hunt & Sons LLC	April 2026 Fuel Services	04/23/2026	260.30
109495	Principal Life Insurance Co.	PR Batch 00003.03.2026 Voluntary Li	04/23/2026	9.45
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt AAA batteres -	04/23/2026	6,277.10
Total for Department: 31 Fire				70,676.36
Department: 33 Police				
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	212.22
109348	Department of Justice	Blood Alcohol Analysis	04/03/2026	105.00
109349	Down Range	Womens uniform RBPB-K. Fox	04/03/2026	172.59
109353	Gaynor Telesystems, Inc.	Replacement Day/Night Indoor Dome	04/03/2026	2,518.13
109356	Green waste of Tehama	Dog Island Samuel Ayers Park demo o	04/03/2026	1,088.12
109361	Mallory Safety & Supply LLC	multiple sizes powder free exam glove	04/03/2026	271.57
109374	RedBluff Veterinary Clinic Inc	Exam and oral meds	04/03/2026	155.00
109375	Santa Rosa Junior College/Accounting	Field training officer-J.Butler 3/9/26-3	04/03/2026	91.00
109380	SpeakWrite, L. L.C.	RBPB dictation service for March202	04/03/2026	89.92
109382	Tehama Tire Service Inc.	Dodge Durango replaced LF tire-RBPB	04/03/2026	813.35
109385	Verizon Wireless	02/13/2026-03/12/2026	04/03/2026	1,868.50
109388	AT&T	Tower/Area search	04/10/2026	170.00
109391	Core Psychological Corporation	Pre-employment Psychological Screen	04/10/2026	500.00
109394	Green waste of Tehama	Waste disposal & Freezer disposal	04/10/2026	1,098.31
109400	LiveView Technologies, Inc.	Monthly monitoring subscription-Apri	04/10/2026	1,445.87
109401	Mallory Safety & Supply LLC	NIK test u Meth Bx of 10	04/10/2026	187.63
109402	Merchants Credit Bureau	Compliance fee and Employee Screeni	04/10/2026	42.00
109403	Meyer's Police K-9 Training, LLC	Monthly Maintenance training for K9	04/10/2026	400.00
109405	Cameron Ortega	Per diem- Meals/Lunches 4/13/26-4/17	04/10/2026	95.00
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	439.19

Check No.	Vendor/Employee	Transaction Description	Date	Amount
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-Ji	04/10/2026	1,135.89
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	133.24
109410	Red Bluff Daily News	Legal Notice for RBPB	04/10/2026	125.02
109413	San Diego Police Equipment Co.	Ammunition- 9mm	04/10/2026	2,826.61
109416	Stericycle	Shredding services RBPB-March 2026	04/10/2026	184.52
109417	T-Mobile USA, Inc.	Legal order-Search warrant	04/10/2026	250.00
109419	US Bank Equipment Finance	Contract payment-RBFD	04/10/2026	514.36
109421	Valley Veterinary Clinic	Office visit/Radiograph	04/10/2026	1,049.83
109422	Verizon Wireless	02/24/2026-03/23/2026	04/10/2026	766.29
109425	Nicholas Wheeler	Per diem-Lunches 3/2/2026-3/31/2026	04/10/2026	437.00
109428	Apex Technology Management Inc	Computer support monthly billing-Apr	04/17/2026	11,722.64
109430	AT&T	3/1/2026-3/31/2026	04/17/2026	295.36
109434	Business Connections	March 2026 - Fingerprinting	04/17/2026	50.00
109435	Butte County Public Health	Requested Rabies Testing 2/27/26	04/17/2026	135.00
109439	Charlie Lampron	Wellness Reimbursement for Jan-April	04/17/2026	60.00
109440	Charter Communications	04/01/2026-04/30/2026	04/17/2026	150.33
109448	Hunt & Sons LLC	March 2026 Fuel	04/17/2026	4,876.38
109469	TC District Attorney	Legal Blood Draws 2/1/2026-3/31/202	04/17/2026	735.90
109476	Makyla Alarid	MOU - Tuition Reimbursement	04/23/2026	225.00
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	24.18
109482	Day Wireless Systems	Maintenance Contract 4/1/2026-4/30/2	04/23/2026	667.50
109483	Department of Justice	Finger printing March 2026	04/23/2026	200.00
109489	Humanadental Insurance Company	PR Batch 00003.03.2026 Med Dental I	04/23/2026	-48.69
109490	Hunt & Sons LLC	April Fuel Services	04/23/2026	4,642.94
109495	Principal Life Insurance Co.	PR Batch 00003.03.2026 Voluntary Li	04/23/2026	-9.45
109496	Red Bluff Glass	Rock chip repair	04/23/2026	65.00
109497	Rental Guys	Barricade/trailer and hitch	04/23/2026	1,290.03
109502	Tehama County Animal Services	Quarterly Payment for agreement	04/23/2026	23,030.02
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Pens Clorox T	04/23/2026	16,382.14
109504	Verizon Wireless	3/13/2026-04/12/2026	04/23/2026	1,874.49
109505	Vision Service Plan	PR Batch 00003.03.2026 Med Vision I	04/23/2026	-36.40
109506	Nicholas Wheeler	PD academy-lunches April 1,2,3,4,7,8,	04/23/2026	190.00
Total for Department: 33 Police				85,708.53
Total for Fund:11 Public Safety Fund				156,401.61

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 20 Building/Planning (Comm D)				
Department: 00 Fund Level				
109389	CA Building Standards Comm.	SBLG	04/10/2026	1,275.30
109390	CA Dept of Conservation	SMIP- res & SMIP-nres Fees	04/10/2026	4,466.30
Total for Department: 00 Fund Level				5,741.60
Department: 26 Community Development				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	5.09
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	2.16
109377	Self Help Home Improvement	Building permit reimbursement	04/03/2026	89.60
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	53.43
109407	Placer Title	Condition of title guarantee	04/10/2026	400.00
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	55.05
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	64.88
109428	Apex Technology Management Inc	Computer support monthly billing-Apr	04/17/2026	1,953.77
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	2.77
109445	Flyers Energy LLC	March 2026 fuel	04/17/2026	372.29
109462	Red Bluff Daily News	Classified Advertising	04/17/2026	125.02
109472	Verizon Wireless	2/24/2026-3/23/2026	04/17/2026	79.77
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	11.58
109484	Zack Dixon	Per Diem 4/27/2026-5/1/2026 Meals	04/23/2026	310.00
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Data Storage - t	04/23/2026	101.00
Total for Department: 26 Community Development				3,626.41
Total for Fund:20 Building/Planning (Comm D)				9,368.01

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 21 Traffic Ctrl Impact Fee				
Department: 42 Traffic Control Impact Fees				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	1,423.54
Total for Department: 42 Traffic Control Impact Fees				1,423.54
Total for Fund:21 Traffic Ctrl Impact Fee				1,423.54

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 22 Flood Protect Impact Fee				
Department: 42 Traffic Control Impact Fees				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	122.56
Total for Department: 42 Traffic Control Impact Fees				122.56
Total for Fund:22 Flood Protect Impact Fee				122.56

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 23 Fire Protect Impact Fee				
Department: 31 Fire				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	147.44
Total for Department: 31 Fire				147.44
Total for Fund:23 Fire Protect Impact Fee				147.44

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 24 Police Protect Impact Fee				
Department: 33 Police				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/26	04/17/2026	248.37
Total for Department: 33 Police				248.37
Total for Fund:24 Police Protect Impact Fee				248.37

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 25 City Admin Impact Fee				
Department: 57 Gov Building				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	101.98
Total for Department: 57 Gov Building				101.98
Total for Fund:25 City Admin Impact Fee				101.98

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 31 SB 1186 Fund				
Department: 10 General Rev				
109393	Div. of the State Architect	1186	04/10/2026	431.20
Total for Department: 10 General Rev				431.20
Total for Fund:31 SB 1186 Fund				431.20

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 40 Local Transportation				
Department: 42 Traffic Control Impact Fees				
109355	Granite Construction Company	23.12 TN of EZ Street cold patch for tl	04/03/2026	5,762.66
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	15,883.59
109420	Valley Rock Products	3/4 Base Rock	04/10/2026	601.49
109500	T and S Dvbe Inc.	High intensity prismatic sign	04/23/2026	1,918.80
Total for Department: 42 Traffic Control Impact Fees				24,166.54
Total for Fund:40 Local Transportation				24,166.54

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 43 Transportation Fund				
Department: 42 Traffic Control Impact Fees				
0	Cal-PERS Health	Retiree City Portion	04/16/2026	162.00
109339	Ben's Truck Repair Inc	Bucket truck streets	04/03/2026	603.75
109350	Fasteners Inc	Blk Vulkem Caulking	04/03/2026	124.65
109354	Golden Rule Small Engines	Mowing head	04/03/2026	193.69
109367	North Valley Distributing	Ratchet ferrule crimp sq kit	04/03/2026	57.67
109371	Peerless Building Maint. Inc.	Monthly Janitorial Service for March 2	04/03/2026	92.96
109381	T and S Dvbe Inc.	Razorback shovel, round and square	04/03/2026	952.68
109392	Datco Services Corporation	Q2 monthly service fee-April, May &	04/10/2026	197.10
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	110.10
109423	Bullet Audio Sunroofs and Leather War	Install drill in camera and camera mod	04/10/2026	947.04
109428	Apex Technology Management Inc	Computer support monthly billing-Ap	04/17/2026	558.22
109443	Datco Services Corporation	Jan, Feb and March 2026 Monthly Ser	04/17/2026	262.80
109445	Flyers Energy LLC	March 2026 fuel	04/17/2026	2,777.12
109448	Hunt & Sons LLC	March 2026 Fuel	04/17/2026	397.91
109472	Verizon Wireless	2/24/2026-3/23/2026	04/17/2026	38.37
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	37.23
109490	Hunt & Sons LLC	April 2026 Fuel Services	04/23/2026	483.53
109498	Shelby's Pest Control	Monthly pest control service for Marcl	04/23/2026	37.50
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Roof Edge Tap	04/23/2026	2,652.49
Total for Department: 42 Traffic Control Impact Fees				10,686.81
Department: 46 Fleet Operations				
109371	Peerless Building Maint. Inc.	Monthly Janitorial Service for March 2	04/03/2026	92.96
109392	Datco Services Corporation	Q2 monthly service fee-April, May &	04/10/2026	65.70
109397	Kimball-Midwest	Shop Supplies	04/10/2026	349.72
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	33.03
109443	Datco Services Corporation	Jan, Feb and March 2026 Monthly Ser	04/17/2026	65.70
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Printer ink - CC	04/23/2026	137.61
Total for Department: 46 Fleet Operations				744.72
Total for Fund:43 Transportation Fund				11,431.53

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 45 Waste Water Operating				
Department: 00 Fund Level				
109357	ROBERT GRONEWOLD	Refund Check	04/03/2026	0.92
109426	KYLE YOUNG	Refund Check	04/10/2026	0.78
109471	THOMAS TROTTER	Refund Check	04/17/2026	11.19
109475	JOHN D'ANNUNZIO	Refund Check	04/21/2026	3,259.08
Total for Department: 00 Fund Level				3,271.97
Department: 43 Waste Water Disposal				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	44.35
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	50.62
109346	CH2MHILL OMI	Base Fee Repairs for January 2026	04/03/2026	221,751.00
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	31,729.76
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	24.16
109433	Bentronics	Monthly Paging Service-April 2026	04/17/2026	15.00
109438	CH2MHILL OMI	Monthly Base Rate for May 2026	04/17/2026	110,875.50
109468	TC Air Pollution Ctl Dist	Annual assessment and fuel combustic	04/17/2026	323.00
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	413.11
109498	Shelby's Pest Control	Monthly pest control service for Marcl	04/23/2026	37.50
Total for Department: 43 Waste Water Disposal				365,264.00
Department: 44 Waste Water Maintenance				
0	Cal-PERS Health	Retiree City Portion	04/16/2026	162.00
109339	Ben's Truck Repair Inc	Vaccon Sewer	04/03/2026	201.25
109350	Fasteners Inc	Goatskin white drivers glove medium	04/03/2026	154.80
109367	North Valley Distributing	Wasp Killer	04/03/2026	43.31
109371	Peerless Building Maint. Inc.	Monthly Janitorial Service for March 2	04/03/2026	92.96
109372	Red Bluff Ace Hardware	4" Ring Gasket	04/03/2026	72.81
109392	Datco Services Corporation	Q2 monthly service fee-April, May &	04/10/2026	197.10
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	9,479.38
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-Ji	04/10/2026	77.07
109420	Valley Rock Products	3/4 Base Rock	04/10/2026	601.48
109428	Apex Technology Management Inc	Computer support monthly billing-Api	04/17/2026	837.33
109430	AT&T	3/1/2026-3/31/2026	04/17/2026	46.37
109441	CWEA	Renewal Fee- Yonathan Flores	04/17/2026	114.00
109443	Datco Services Corporation	Jan, Feb and March 2026 Monthly Ser	04/17/2026	229.95
109445	Flyers Energy LLC	March 2026 fuel	04/17/2026	2,423.42
109449	Infosend Inc	Business license renewal forms/water .	04/17/2026	1,675.08
109450	Dimitre Kent	Reimbursement for Class A permit	04/17/2026	102.10
109458	Northstar Inc.	Consultant Service-City Engineer/City	04/17/2026	2,644.32
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	2,060.06
109468	TC Air Pollution Ctl Dist	Annual assessment and fuel combustic	04/17/2026	646.00
109472	Verizon Wireless	2/24/2026-3/23/2026	04/17/2026	114.75
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	101.05
109491	Hunt Oil of California	Hydraulic Oil	04/23/2026	123.14
109494	Pacific Gas & Electric	3/16/2026-4/13/2026	04/23/2026	88.57
109498	Shelby's Pest Control	Monthly pest control service for Marcl	04/23/2026	37.50
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Clean Truck Te	04/23/2026	1,147.39
Total for Department: 44 Waste Water Maintenance				23,473.19
Total for Fund:45 Waste Water Operating				392,009.16

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 48 WW Facilities Impact Fund				
Department: 43 Waste Water Disposal				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/26	04/17/2026	385.65
Total for Department: 43 Waste Water Disposal				385.65
Total for Fund:48 WW Facilities Impact Fund				385.65

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 49 WW Collection Impact Fund				
Department: 44 Waste Water Maintenance				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/26	04/17/2026	455.38
Total for Department: 44 Waste Water Maintenance				455.38
Total for Fund:49 WW Collection Impact Fund				455.38

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 50 Water Operating				
Department: 00 Fund Level				
109357	ROBERT GRONEWOLD	Refund Check	04/03/2026	0.45
109426	KYLE YOUNG	Refund Check	04/10/2026	0.40
109471	THOMAS TROTTER	Refund Check	04/17/2026	6.50
109475	JOHN D'ANNUNZIO	Refund Check	04/21/2026	2,559.23
Total for Department: 00 Fund Level				2,566.58
Department: 50 Water				
0	Cal-PERS Health	Retiree City Portion	04/16/2026	162.00
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	43.99
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	18.50
109339	Ben's Truck Repair Inc	water service truck	04/03/2026	603.75
109345	California Surveying & Drafting Suppl	2 Battery Chargers	04/03/2026	334.23
109354	Golden Rule Small Engines	Chainsaw/Mix fuel/Bar oil	04/03/2026	609.57
109364	Mission Linen Supply	Linen Maintenance and Mat rental Ma	04/03/2026	75.90
109367	North Valley Distributing	Service truck cord	04/03/2026	43.32
109369	Pacific Gas & Electric	02/20/2026-3/22/2026	04/03/2026	90.14
109371	Peerless Building Maint. Inc.	Monthly Janitorial Service for March 2	04/03/2026	92.96
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	17.28
109387	Also Inc	slip elbow/thrd cap/fipt cap	04/10/2026	185.25
109392	Datco Services Corporation	Q2 monthly service fee-April, May &	04/10/2026	262.80
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	33,898.86
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-Jr	04/10/2026	77.07
109409	Quadient Leasing USA Inc.	Postage machine leasing-5/1/2026-7/3	04/10/2026	24.62
109411	Red Bluff Glass	Windshield replacement	04/10/2026	463.76
109418	Trites Backflow Services Inc	Backflow testing fee	04/10/2026	50.00
109420	Valley Rock Products	3/4 Base Rock	04/10/2026	601.48
109428	Apex Technology Management Inc	Computer support monthly billing-Ap	04/17/2026	1,395.55
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	23.96
109430	AT&T	3/1/2026-3/31/2026	04/17/2026	46.37
109443	Datco Services Corporation	Jan, Feb and March 2026 Monthly Ser	04/17/2026	120.45
109445	Flyers Energy LLC	March 2026 fuel	04/17/2026	2,170.42
109449	Infosend Inc	Business license renewal forms/water .	04/17/2026	1,675.08
109458	Northstar Inc.	Consultant Service-City Engineer/City	04/17/2026	2,644.32
109459	ODP Business Solutions LLC	Tax only on invoice 456649956001	04/17/2026	40.43
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	2,060.06
109466	State Water Res. Control Brd	Water distribution operator-A. Strole	04/17/2026	45.00
109472	Verizon Wireless	2/24/2026-3/23/2026	04/17/2026	152.76
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	137.44
109478	Badger Meter Inc	Services for March 2026	04/23/2026	1,702.35
109488	HD Supply, Inc.	Aluminum valve wrench	04/23/2026	83.00
109498	Shelby's Pest Control	Monthly pest control service for Marcl	04/23/2026	37.50
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Wipes Dis Spr	04/23/2026	1,156.84
Total for Department: 50 Water				51,147.01
Total for Fund:50 Water Operating				53,713.59

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 51 Water Capital Fund				
Department: 50 Water				
109458	Northstar Inc.	Professional Services through March 3	04/17/2026	7,822.75
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	515.48
Total for Department: 50 Water				8,338.23
Total for Fund:51 Water Capital Fund				8,338.23

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 52 Water Distribution System				
Department: 50 Water				
109437	Carollo Engineers Inc.	Professional Services thru 3/31/2026	04/17/2026	8,377.75
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	1,947.70
Total for Department: 50 Water				10,325.45
Total for Fund:52 Water Distribution System				10,325.45

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 55 Aviation				
Department: 55 Airport				
109337	AT&T	02/16/2026-03/15/2026	04/03/2026	25.45
109338	AT&T	02/22/2026-03/21/2026	04/03/2026	10.70
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	0.23
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	3,170.15
109428	Apex Technology Management Inc	Computer support monthly billing-Api	04/17/2026	279.14
109429	AT&T	04/4/2026-05/03/2026	04/17/2026	13.86
109432	Ben Toilet Rental Inc.	Portable Toilet rental - 3/11/2026-4/7/2	04/17/2026	100.21
109467	SWRCB Accounting Office	Annual Permit Fee 4/1/2026-3/31/202	04/17/2026	1,873.00
109473	Vortex Industries, LLC	Hangar door track damage/ repairs ma	04/17/2026	5,102.76
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	57.96
109498	Shelby's Pest Control	Monthly pest control service for Marcel	04/23/2026	17.50
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Pump for Coole	04/23/2026	149.50
109507	Woods Pest Control Inc.	FAA building pest control April 2026	04/23/2026	85.00
Total for Department: 55 Airport				10,885.46
Total for Fund:55 Aviation				10,885.46

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 57 Airport Impact Fees				
Department: 55 Airport				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/26	04/17/2026	261.51
Total for Department: 55 Airport				261.51
Total for Fund:57 Airport Impact Fees				261.51

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 60 Parks and Recreation				
Department: 45 Park Maintenance				
109336	Airgas USA LLC	Gas to fix gate at Forward Park	04/03/2026	25.05
109343	CA State Lands Commission	February 2026-Project/staff charges	04/03/2026	135.10
109354	Golden Rule Small Engines	Blades for Toro Mower	04/03/2026	265.70
109356	Green waste of Tehama	Dog Island Samuel Ayers Park demo o	04/03/2026	3,856.72
109367	North Valley Distributing	Splice long barrel belled end tin	04/03/2026	47.61
109371	Peerless Building Maint. Inc.	Monthly Janitorial Service for March 2	04/03/2026	92.96
109383	The Plumbing Shop	Drinking fountain parts	04/03/2026	171.60
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	1,228.50
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	44.04
109445	Flyers Energy LLC	March 2026 fuel	04/17/2026	1,423.56
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	12.41
109479	Bell Hardware, Inc.	River Park Bathroom Door Parts	04/23/2026	5,014.71
109480	Big O Tire	Flat tire repair	04/23/2026	57.23
109481	CA State Lands Commission	Staff/Project Charges 3/1/2026-3/31/2	04/23/2026	1,006.40
109486	Golden Rule Small Engines	Drive shaft/all season bar & chain lub	04/23/2026	76.64
109494	Pacific Gas & Electric	3/16/2026-4/13/2026	04/23/2026	42.12
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Blade Fuse Dri	04/23/2026	3,493.99
Total for Department: 45 Park Maintenance				16,994.34
Department: 60 Recreation				
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	62.50
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-J	04/10/2026	11.01
109414	Karen Shaffer	Per Diem- Mileage 4/9/26-4/12/26	04/10/2026	196.91
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Credit Card Pro	04/23/2026	318.48
Total for Department: 60 Recreation				588.90
Department: 62 Swimming Pool				
109338	AT&T	02/12/2026-03/11/2026	04/03/2026	34.67
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	100.75
109434	Business Connections	March 2026 - Fingerprinting	04/17/2026	25.00
109440	Charter Communications	04/13/2026-5/12/2026	04/17/2026	128.70
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	34.67
109483	Department of Justice	Finger printing March 2026	04/23/2026	32.00
Total for Department: 62 Swimming Pool				355.79
Total for Fund:60 Parks and Recreation				17,939.03

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 61 Park Capital Improvement				
Department: 45 Park Maintenance				
109461	Provost & Pritchard Cons. Grp.	Professional Services 3/1/2026-3/31/20	04/17/2026	455.72
Total for Department: 45 Park Maintenance				455.72
Total for Fund:61 Park Capital Improvement				455.72

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 63 Red Bluff Community Ctr				
Department: 00 Fund Level				
109352	Julie Freemyers	Return of Cleaning deposit	04/03/2026	100.00
109358	Hansen Family Trust	Return of Cleaning deposit	04/03/2026	150.00
109370	Ajit Patel	Return of Cleaning deposit	04/03/2026	200.00
109447	Lacey Hudson	Return of cleaning deposit 4/4/2026	04/17/2026	100.00
109485	Denise Esquivel	Return cleaning deposit	04/23/2026	150.00
Total for Department: 00 Fund Level				700.00
Department: 63 Community Center				
109338	AT&T	02/12/2026-03/11/2026	04/03/2026	207.81
109362	Mendes Supply Company	Multi fold towel/continuous hand towc	04/03/2026	225.06
109364	Mission Linen Supply	Linen Maintenance March2026	04/03/2026	465.45
109384	US Bank Equipment Finance	Contract payment 3/12/26-4/12/26	04/03/2026	0.12
109387	Alsco Inc	Adj rotor/toro pop up body/torro plasti	04/10/2026	151.24
109406	Pacific Gas & Electric	2/14/2026-3/17/2026	04/10/2026	6,968.02
109408	Public Risk, Innovation, Solutions, and	Employee Assistance Program April-Jr	04/10/2026	33.03
109424	Western Business Products	Contract base rate 4/6/26-5/5/26 & Ov	04/10/2026	84.50
109428	Apex Technology Management Inc	Computer support monthly billing-Ap	04/17/2026	558.22
109431	Bay Alarm Company	Monitoring fee and sprinkler inspectio	04/17/2026	694.20
109434	Business Connections	March 2026 - Fingerprinting	04/17/2026	25.00
109440	Charter Communications	04/01/2026-04/30/2026	04/17/2026	272.62
109444	DeLage Landen Financial SvcInc	4/1/2026-4/30/2026 Comm Cntr	04/17/2026	119.92
109448	Hunt & Sons LLC	March 2026 Fuel	04/17/2026	97.95
109455	Mendes Supply Company	Can liner/Hand towel/Toilet Paper	04/17/2026	298.05
109477	AT&T	03/12/2026-04/11/2026	04/23/2026	208.08
109498	Shelby's Pest Control	Monthly pest control service for Marcel	04/23/2026	37.50
109503	US Bank Corporate Pymnt System	Mar 26 Cal-Card Stmt Auditorium Sc	04/23/2026	2,182.26
Total for Department: 63 Community Center				12,629.03
Total for Fund:63 Red Bluff Community Ctr				13,329.03

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 70 CDBG - Grants/Program Inc				
Department: 70 CDBG				
109386	Adams Ashby Group Inc.	Monthly Portfolio Management- Febru	04/10/2026	1,500.00
Total for Department: 70 CDBG				1,500.00
Total for Fund:70 CDBG - Grants/Program Inc				1,500.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 71 Grants				
Department: 71 River Park Grant				
109454	Melton Design Group Inc	River Park Rehab	04/17/2026	6,000.00
Total for Department: 71 River Park Grant				6,000.00
Total for Fund:71 Grants				6,000.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
		Grand Total		1,874,895.98

Accounts Payable

Checks by Date - Summary by Check Number

User: pyoung@cityofredbluff.org
 Printed: 5/6/2026 7:45 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	10579	Cal-PERS Retirement	04/02/2026	91,874.26
ACH	10581	Employment Development Dept - PIT	04/02/2026	16,180.81
ACH	10582	Employment Development Dept - SDI	04/02/2026	5,418.65
ACH	10583	US Department of Treasury	04/02/2026	106,712.15
ACH	10578	Cal-PERS Health	04/16/2026	119,830.71
ACH	10581	Employment Development Dept - PIT	04/16/2026	16,399.51
ACH	10582	Employment Development Dept - SDI	04/16/2026	5,424.19
ACH	10583	US Department of Treasury	04/16/2026	107,944.36
ACH	10579	Cal-PERS Retirement	04/17/2026	91,792.53
ACH	10579	Cal-PERS Retirement	04/20/2026	149.25
ACH	10579	Cal-PERS Retirement	04/28/2026	90,830.60
ACH	10581	Employment Development Dept - PIT	04/28/2026	17,680.48
ACH	10582	Employment Development Dept - SDI	04/28/2026	5,584.96
ACH	10583	US Department of Treasury	04/28/2026	112,058.70
109336	10517	Airgas USA LLC	04/03/2026	25.05
109337	10459	AT&T	04/03/2026	223.99
109338	10460	AT&T	04/03/2026	684.10
109339	10340	Ben's Truck Repair Inc	04/03/2026	2,379.05
109340	10625	Bob's Tire Center	04/03/2026	2,012.42
109341	10544	CA State Disbursement Unit	04/03/2026	1,858.14
109342	10045	CA State Firefighters' Assoc.	04/03/2026	1,785.00
109343	10549	CA State Lands Commission	04/03/2026	135.10
109344	10553	Cal Fire	04/03/2026	40,402.82
109345	10781	California Surveying & Drafting Supply Inc	04/03/2026	334.23
109346	10628	CH2MHILL OMI	04/03/2026	221,751.00
109347	10767	Cross Connections	04/03/2026	1,098.81
109348	10606	Department of Justice	04/03/2026	105.00
109349	10163	Down Range	04/03/2026	172.59
109350	10562	Fasteners Inc	04/03/2026	310.79
109351	10534	Franchise Tax Board	04/03/2026	453.69
109352	10985	Julie Freemyers	04/03/2026	100.00
109353	10973	Gaynor Telesystems, Inc.	04/03/2026	2,518.13
109354	10359	Golden Rule Small Engines	04/03/2026	1,068.96
109355	10505	Granite Construction Company	04/03/2026	5,762.66
109356	10361	Green waste of Tehama	04/03/2026	4,944.84
109357	UB*00119	ROBERT GRONEWOLD	04/03/2026	1.37
109358	10986	Hansen Family Trust	04/03/2026	150.00
109359	10059	HDL Coren & Cone	04/03/2026	1,515.77
109361	10437	Mallory Safety & Supply LLC	04/03/2026	271.57
109362	10622	Mendes Supply Company	04/03/2026	225.06
109363	10779	Mes Service Company LLC	04/03/2026	2,140.15
109364	10563	Mission Linen Supply	04/03/2026	814.44
109365	10475	Mission Square	04/03/2026	13,920.35
109366	10376	North Main Equipment	04/03/2026	217.85
109367	10564	North Valley Distributing	04/03/2026	499.73
109368	10989	Joseph Onopa	04/03/2026	477.00
109369	10552	Pacific Gas & Electric	04/03/2026	90.14

Check No	Vendor No	Vendor Name	Check Date	Check Amount
109370	10987	Ajit Patel	04/03/2026	200.00
109371	10198	Peerless Building Maint. Inc.	04/03/2026	3,197.05
109372	10141	Red Bluff Ace Hardware	04/03/2026	72.81
109373	10380	Red Bluff Chamber Of Commerce	04/03/2026	17,500.00
109374	10387	RedBluff Veterinary Clinic Inc	04/03/2026	155.00
109375	10586	Santa Rosa Junior College/Accounting	04/03/2026	91.00
109376	10629	Security Shredding	04/03/2026	60.00
109377	10988	Self Help Home Improvement	04/03/2026	89.60
109378	10170	Smith & Newell CPA's	04/03/2026	3,245.00
109379	10201	Sophia R. Meyer Law PC	04/03/2026	4,294.00
109380	10812	SpeakWrite, L. L.C.	04/03/2026	89.92
109381	10213	T and S Dvbe Inc.	04/03/2026	952.68
109382	10416	Tehama Tire Service Inc.	04/03/2026	813.35
109383	10418	The Plumbing Shop	04/03/2026	171.60
109384	10611	US Bank Equipment Finance	04/03/2026	637.64
109385	10481	Verizon Wireless	04/03/2026	2,249.35
109386	10166	Adams Ashby Group Inc.	04/10/2026	1,500.00
109387	10336	AlSCO Inc	04/10/2026	336.49
109388	10664	AT&T	04/10/2026	170.00
109389	10137	CA Building Standards Comm.	04/10/2026	1,275.30
109390	10547	CA Dept of Conservation	04/10/2026	4,466.30
109391	10992	Core Psychological Corporation	04/10/2026	500.00
109392	10096	Datco Services Corporation	04/10/2026	722.70
109393	10124	Div. of the State Architect	04/10/2026	431.20
109394	10361	Green waste of Tehama	04/10/2026	1,098.31
109395	10990	Jason Haines	04/10/2026	13.72
109396	10816	Interstate Gas Services, Inc.	04/10/2026	1,750.00
109397	10576	Kimball-Midwest	04/10/2026	349.72
109398	10511	L.N. Curtis and Sons	04/10/2026	1,268.45
109399	10115	Life Assist Inc.	04/10/2026	356.47
109400	10804	LiveView Technologies, Inc.	04/10/2026	1,445.87
109401	10437	Mallory Safety & Supply LLC	04/10/2026	187.63
109402	10623	Merchants Credit Bureau	04/10/2026	42.00
109403	10741	Meyer's Police K-9 Training, LLC	04/10/2026	400.00
109404	10133	NCCSIF Treasurer	04/10/2026	243,506.00
109405	10248	Cameron Ortega	04/10/2026	95.00
109406	10552	Pacific Gas & Electric	04/10/2026	115,563.45
109407	10994	Placer Title	04/10/2026	400.00
109408	10874	Public Risk, Innovation, Solutions, and Ma	04/10/2026	2,447.34
109409	10487	Quadient Leasing USA Inc.	04/10/2026	543.40
109410	10669	Red Bluff Daily News	04/10/2026	125.02
109411	10711	Red Bluff Glass	04/10/2026	463.76
109413	10051	San Diego Police Equipment Co.	04/10/2026	2,826.61
109414	10278	Karen Shaffer	04/10/2026	196.91
109415	10201	Sophia R. Meyer Law PC	04/10/2026	3,021.00
109416	10626	Stericycle	04/10/2026	184.52
109417	10690	T-Mobile USA, Inc.	04/10/2026	250.00
109418	10157	Trites Backflow Services Inc	04/10/2026	50.00
109419	10611	US Bank Equipment Finance	04/10/2026	514.36
109420	10621	Valley Rock Products	04/10/2026	1,804.45
109421	10421	Valley Veterinary Clinic	04/10/2026	1,049.83
109422	10481	Verizon Wireless	04/10/2026	766.29
109423	10991	Bullet Audio Sunroofs and Leather Warlock	04/10/2026	947.04
109424	10620	Western Business Products	04/10/2026	84.50
109425	10966	Nicholas Wheeler	04/10/2026	437.00
109426	UB*00120	KYLE YOUNG	04/10/2026	1.18
109427	10449	Aflac	04/17/2026	3,192.27

Check No	Vendor No	Vendor Name	Check Date	Check Amount
109428	10181	Apex Technology Management Inc	04/17/2026	25,399.06
109429	10459	AT&T	04/17/2026	122.00
109430	10460	AT&T	04/17/2026	388.10
109431	10500	Bay Alarm Company	04/17/2026	694.20
109432	10559	Ben Toilet Rental Inc.	04/17/2026	419.87
109433	10608	Bentronics	04/17/2026	15.00
109434	10344	Business Connections	04/17/2026	100.00
109435	10162	Butte County Public Health	04/17/2026	135.00
109436	10544	CA State Disbursement Unit	04/17/2026	1,858.14
109437	10575	Carollo Engineers Inc.	04/17/2026	8,377.75
109438	10628	CH2MHILL OMI	04/17/2026	110,875.50
109439	10633	Charlie Lampron	04/17/2026	60.00
109440	10627	Charter Communications	04/17/2026	633.16
109441	10082	CWEA	04/17/2026	114.00
109442	10997	Kevin Isaiah Daniel	04/17/2026	3.00
109443	10096	Datco Services Corporation	04/17/2026	678.90
109444	10443	DeLage Landen Financial SvcInc	04/17/2026	119.92
109445	10510	Flyers Energy LLC	04/17/2026	14,967.28
109446	10534	Franchise Tax Board	04/17/2026	220.36
109447	10775	Lacey Hudson	04/17/2026	100.00
109448	10615	Hunt & Sons LLC	04/17/2026	5,811.11
109449	10525	Infosend Inc	04/17/2026	4,309.49
109450	10995	Dimitre Kent	04/17/2026	102.10
109452	10511	L.N. Curtis and Sons	04/17/2026	1,940.32
109453	10998	M5 Excavation	04/17/2026	200.00
109454	10154	Melton Design Group Inc	04/17/2026	6,000.00
109455	10622	Mendes Supply Company	04/17/2026	298.05
109456	10996	Michael Roberts Construction	04/17/2026	200.00
109457	10475	Mission Square	04/17/2026	13,864.83
109458	10143	Northstar Inc.	04/17/2026	14,433.56
109459	10494	ODP Business Solutions LLC	04/17/2026	40.43
109460	10074	Operating Eng Local #3	04/17/2026	1,500.00
109461	10065	Provost & Pritchard Cons. Grp.	04/17/2026	10,185.45
109462	10669	Red Bluff Daily News	04/17/2026	125.02
109463	10383	Red Bluff Fire Fighters Assoc.	04/17/2026	915.00
109464	10616	Red Bluff Police Mid Managers Associatio	04/17/2026	120.00
109465	10386	Red Bluff Police Off Assc	04/17/2026	2,970.00
109466	10545	State Water Res. Control Brd	04/17/2026	45.00
109467	10546	SWRCB Accounting Office	04/17/2026	1,873.00
109468	10397	TC Air Pollution Ctl Dist	04/17/2026	969.00
109469	10401	TC District Attorney	04/17/2026	735.90
109471	UB*00121	THOMAS TROTTER	04/17/2026	17.69
109472	10481	Verizon Wireless	04/17/2026	484.08
109473	10978	Vortex Industries, LLC	04/17/2026	5,102.76
109474	10620	Western Business Products	04/17/2026	49.82
109475	UB*00122	JOHN D'ANNUNZIO	04/21/2026	5,818.31
109476	10291	Makyla Alarid	04/23/2026	225.00
109477	10460	AT&T	04/23/2026	1,287.51
109478	10452	Badger Meter Inc	04/23/2026	1,702.35
109479	11002	Bell Hardware, Inc.	04/23/2026	5,014.71
109480	10342	Big O Tire	04/23/2026	57.23
109481	10549	CA State Lands Commission	04/23/2026	1,006.40
109482	10672	Day Wireless Systems	04/23/2026	667.50
109483	10606	Department of Justice	04/23/2026	232.00
109484	10954	Zack Dixon	04/23/2026	310.00
109485	11000	Denise Esquivel	04/23/2026	150.00
109486	10359	Golden Rule Small Engines	04/23/2026	76.64

Check No	Vendor No	Vendor Name	Check Date	Check Amount
109487	10864	Grocery Outlet	04/23/2026	435.96
109488	10999	HD Supply, Inc.	04/23/2026	83.00
109489	10458	Humanadental Insurance Company	04/23/2026	12,778.59
109490	10615	Hunt & Sons LLC	04/23/2026	5,386.77
109491	11001	Hunt Oil of California	04/23/2026	123.14
109492	10938	Medical Air Services Association, Inc.	04/23/2026	210.00
109493	10494	ODP Business Solutions LLC	04/23/2026	62.34
109494	10552	Pacific Gas & Electric	04/23/2026	181.10
109495	10019	Principal Life Insurance Co.	04/23/2026	1,527.40
109496	10711	Red Bluff Glass	04/23/2026	65.00
109497	10554	Rental Guys	04/23/2026	1,290.03
109498	10555	Shelby's Pest Control	04/23/2026	280.00
109499	10533	State Controller's Office	04/23/2026	2,402.34
109500	10213	T and S Dvbe Inc.	04/23/2026	1,918.80
109501	10538	Teamsters Retiree Trust	04/23/2026	3,647.00
109502	10410	Tehama County Animal Services	04/23/2026	23,030.02
109503	10474	US Bank Corporate Pymnt System	04/23/2026	38,340.25
109504	10481	Verizon Wireless	04/23/2026	1,874.49
109505	10530	Vision Service Plan	04/23/2026	1,929.20
109506	10966	Nicholas Wheeler	04/23/2026	190.00
109507	10203	Woods Pest Control Inc.	04/23/2026	85.00
Report Total (182 checks):				1,874,895.98



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0168

Agenda Date: 5/19/2026

Agenda #: 4.

TO: Honorable Mayor and Members of the City Council

FROM: Paul Young, Finance Director

SUBJECT:
Purchases of \$2,000 or More & Contract Awards

RECOMMENDED COUNCIL ACTION:

Acceptance of the open market purchases of \$2,000 or more & contract awards for the previous month.

SUMMARY:

Listed is the open market purchases of \$2,000 or more and the contract awards for council approval.

PREVIOUS COUNCIL ACTION:

City Council approves open market purchases of \$2,000 or more and contract awards on a monthly basis.

DISCUSSION:

Pursuant to the City of Red Bluff's Code, Section 2.67-2, the Purchasing Officer shall, at least monthly, prepare and submit a report to the City Council of all open market purchases & contract awards made for the preceding month. Attached is a list of monthly purchases and awards with the amount of the bid and the dates for the purchase of materials, supplies and services required by the City's departments and approval by the Purchasing Officer. Unless otherwise noted, the awards were to the lowest responsible bidders and bids followed City specifications and requirements. All bids awarded were within the appropriations approved for them by the City Council in the current Annual Budget.

CITY FISCAL IMPACT:

All bids awarded were within the appropriations approved for them by the City Council in the current Annual Budget.

ATTACHMENTS:

1. Contracts April 2026

CITY OF RED BLUFF
Open Market Purchases & Contract Awards
For April 2026

<u>Date</u>	<u>Department</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
4/3/2026	Fire	Bobcat Replacement track	Riverview Track and Materials	\$2,575.70
4/3/2026	Comm Devlp	Smip-Res and Smip-Nres	CA dept of conservation	\$4,466.30
4/3/2026	City Manager	City Attorney Professional Services	Sophia R. Meyer Law	\$3,021.00
4/9/2026	Airport	Hangar door track damage and door wouldn't open-Adjusted doors	Vortex	\$5,102.76
4/9/2026	Multi	Business License renewal forms and Water bill statements with retu	Infosend	\$4,309.49
4/9/2026	WWTP	Monthly Base Rate and Repairs for May 2026	Jacobs	\$110,875.50
4/10/2026	Multi	Professional Services through March 31st,2026 (Engineering)	Northstar	\$6,610.81
4/13/2026	Finance	Annual Street Report 24/25 FY	State Controller	\$2,402.34
4/14/2025	Fire	Fire-Dex Aeroflex Customer Turnout-Coat and Pant	Great West Fire & Safety Inc	\$25,090.37
4/14/2026	Water	Task Order 5- Predesign study for PFAS treatment at Well 6	Provost & Pritchard	\$12,000.00
4/21/2026	Parks	River Park Bathroom Door Parts	Bell Hardware of Redding	\$5,014.71
4/21/2026	Police	Quarterly Payment for agreement	Tehama County Animal Shelter	\$23,030.02
4/27/2026	Multi	Monthly Janitorial Services for City Hall and Corporation Yard April 2	Peerless Building Maintenance	\$3,197.05
4/28/2026	Finance	Property Tax April to June of 2026	HDL Coren & Cone	\$2,658.30
4/28/2026	Sewer	New Pump Motor for the Bidwell Lift Station	XYLEM	\$19,338.66
				\$229,693.01

The City of Red Bluff is an Equal Opportunity Provider



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0162

Agenda Date: 5/19/2026

Agenda #: 5.

TO: Honorable Mayor and Members of the City Council

FROM: Tom Westbrook, City Manager

SUBJECT:
Chamber of Commerce and the City of Red Bluff Agreement for July 2026 - June 2029

RECOMMENDED COUNCIL ACTION:

Consider the proposed 3-Year Agreement between the City of Red Bluff and the Red Bluff-Tehama County Chamber of Commerce. Authorize the Mayor to sign the Proposed Agreement.

SUMMARY:

The proposed Chamber Agreement (attached) covers the fiscal years 2026/2029 and sets forth certain tourism promotion services that the "Chamber" will provide to the City of Red Bluff. Currently, the City funds an annual fee of \$70,000 for the Chamber's services. The Chamber is requesting that the City Council increase the annual funding amount to \$100,000.

PREVIOUS COUNCIL ACTION:

On June 6, 2023, the City Council approved the current 23/26 Agreement with the Chamber (attached).

DISCUSSION:

The City has historically contracted with the Chamber of Commerce to provide services related to tourism promotion and visitor services. The current contract expires June 30, 2026. The President of the Chamber of Commerce has reviewed and agreed to the terms of the proposed Agreement; however, it is requested by letter (attached) that the annual funding amount for the services the Chamber provides to the City is increased due to cost-of-living increases and expanded services provided by the Chamber.

The Chamber is requesting that the City Council increase the Chamber's annual funding amount from \$70,000 to \$100,000.

CITY FISCAL IMPACT:

The general fund impact will depend on the amount Council discusses and agrees upon.

ATTACHMENTS:

1. Chamber of Commerce 3-year Agreement 2023
2. Chamber of Commerce 3-year Agreement 2026
3. Chamber of Commerce Agreement Request



RED BLUFF CHAMBER

TEHAMA COUNTY

www.redbluffchamber.com ♦ www.tehamacounty.biz

April 22, 2026

Dear City of Red Bluff,

On behalf of the Red Bluff–Tehama County Chamber of Commerce, we respectfully submit our request for a new agreement with the City, effective July 1, 2026.

We are grateful for the strong partnership we share and our common goal of maintaining and strengthening the health of the local economy. We value the opportunity to continue serving the City in this capacity, building on the success of our previous agreement.

As you may be aware, the Chamber’s annual funding of \$70,000 has remained unchanged since 2010. Based on cost-of-living increases alone, that amount would equate to approximately \$105,000 today. During this time, the Chamber has significantly expanded its programs, services, and overall impact.

In light of this growth and the Chamber’s increasing role in economic development, tourism, business support, and community engagement, we respectfully request consideration of an updated annual investment of \$100,000.

Since 2010, we have enhanced our support to the business community and the City through the development of a modern website, a strong and consistent social media presence, expanded business expos, leadership programs, and small business training opportunities. In addition, we have taken a leading role in economic development, including the launch of our economic development website, TehamaCounty.biz, and the creation of promotional videos to attract and retain businesses.

We remain committed to working closely with downtown businesses, the broader business community, City departments, and regional partners, while continuing to serve as a proactive advocate for economic development in Red Bluff.

We appreciate our longstanding partnership and look forward to continuing to work together toward a strong and vibrant future for our community.

Sincerely,

Dave Gowan, Chamber CEO
**Red Bluff-Tehama County
Chamber of Commerce**

**2023-2026 AGREEMENT BETWEEN THE CITY OF RED BLUFF AND
THE RED BLUFF-TEHAMA COUNTY CHAMBER OF COMMERCE**

The City of Red Bluff (City) and the Red Bluff-Tehama County Chamber of Commerce (Chamber) share the common goal of maintaining and strengthening the health of the local economy. Accordingly, the Chamber and the City agree as follows:

I. Chamber of Commerce

The Chamber and its Convention & Visitors Bureau shall provide the following activities and services:

- A. The Chamber will work with the City, the Downtown Business Association, Red Bluff Round Up Association, the Tehama District Fair and other appropriate groups to support quality commercial, industrial, and residential development in the City of Red Bluff; and will promote activities and events beneficial to all segments of the community.
- B. The Chamber shall respond to telephone, e-mail, and walk-in requests for information and materials and provide appropriate promotional materials to the City as time and staffing allows.
- C. The Chamber shall maintain an active and current website, including social media, which provides information about Red Bluff including community event information and City maps.
- D. The Chamber shall maintain a close relationship and participate with community organizations including, without limitation, the Red Bluff Round Up Association, Lassen Volcanic National Park, Shasta Cascade Wonderland, the Branding Effort, the Downtown Red Bluff Business Association, the TEDC, the Tehama County Farm Bureau, the Tehama District Fair and the Tehama County Education Foundation.
- E. The Chamber shall provide the City with quarterly written reports, including financial reports and budgets accounting for use of City funds. Included with the quarterly report, the Chamber shall provide a written report, with tangible examples, describing how funds provided by the City were expended during the preceding quarter.
- F. The Chamber shall account for all funds received from the City and deposit the same in regular bank accounts. The City retains the right to review the Chamber's financial records by this Agreement.
- G. Chamber shall not expend City funds for any political purpose including, without limitation, support, or opposition to any candidate for City office or any City ballot measure.

II. City of Red Bluff

In consideration of the activities, programs, and services provided by the Chamber and its Convention & Visitors Bureau, as described above, the City agrees to provide the following funding to the Chamber:

- A. The City of Red Bluff shall pay the Chamber the total sum of \$70,000 each year, payable in quarterly payments of \$17,500 in July, October, January, and April (within 30 days of submittal of a written invoice). City funds shall be used to support the activities described above. City funds shall not be expended to support services the Chamber provides to its members.
- B. The Red Bluff City Mayor or designee shall serve as an advisory member of the Chamber's Board of Directors in order to monitor and participate in Chamber activities and programs.

III. Term of Agreement

The Term of this Agreement shall be for 3 years, beginning July 1, 2023, and ending June 30, 2026, renewable by mutual consent. If the Chamber wishes to renew this Agreement for an additional 3 years, the Chamber shall submit a written request to the City no later than June 1, 2026. Either party may terminate this Agreement at any time by giving thirty (30) days written notice to the other party.

IV. Independent Contractor Status

Chamber shall, during the entire term of this Agreement, be construed to be an independent contractor and nothing in this Agreement is intended to, nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow City to exercise discretion or control over the manner in which Chamber performs the services which are the subject matter of this Agreement.

V. Liability Insurance

Each of the 3 years, the Chamber shall obtain and maintain a general policy of liability insurance, naming the City of Red Bluff, its employees, and officers as additional insured, in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, combined single limit of bodily injury and property damage for injuries to persons or property arising out of the Chamber's or Chamber's agents or employee's performance, pursuant to the terms of this Agreement.

VI. Indemnity Agreement

The Chamber agrees to indemnify and hold the City, its officers, and employees harmless from and to defend the City against all claims, judgments, fines, liability, costs, and attorney's

fees arising out of any injury to persons or property resulting from the Chamber's or Chamber's employees or agents performance under the terms of this Agreement. The City agrees to indemnify and hold the Chamber harmless from and to defend the Chamber against all claims, judgments, fines, liability, costs, and attorney's fees arising out of any injury to persons or property resulting from the City's or City's employees' or agents' performance under the terms of this Agreement.

VII. Authority.

Each party executing this Agreement and each person executing this Agreement in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person(s) or entity on whose behalf the signing party is purporting to act.

VIII. Compliance with Laws.

All services to be performed pursuant to this Agreement shall be performed in accordance with all applicable federal, state, county, district, and municipal laws, ordinances, regulations, and rules.


IX. Entire Agreement/Modification.

This Agreement constitutes the entire agreement between the parties concerning the subject matter thereof and supersedes all prior agreements, representations, and understandings of the parties, either oral or written. This Agreement shall not be amended, except in a writing that is executed by authorized representatives of both parties.

Date: 6/12/23

RED BLUFF-TEHAMA COUNTY
CHAMBER OF COMMERCE

CITY OF RED BLUFF

By  _____
President

 _____
City Mayor

2026-2029 AGREEMENT BETWEEN THE CITY OF RED BLUFF AND THE RED BLUFF-TEHAMA COUNTY CHAMBER OF COMMERCE

The City of Red Bluff (City) and the Red Bluff-Tehama County Chamber of Commerce (Chamber) share the common goal of maintaining and strengthening the health of the local economy. Accordingly, the Chamber and the City agree as follows:

I. Chamber of Commerce

The Chamber and its Convention & Visitors Bureau shall provide the following activities and services:

- A. The Chamber will work with the City, the Downtown Business Association, Red Bluff Round Up Association, the Tehama District Fair, and other appropriate groups to support quality commercial, industrial, and residential development in the City of Red Bluff; and will promote activities and events beneficial to all segments of the community.
- B. The Chamber shall respond to telephone, e-mail, and walk-in requests for information and materials and provide appropriate promotional materials to the City as time and staffing allow.
- C. The Chamber shall maintain an active and current website, including social media, which provides information about Red Bluff, including community event information and City maps.
- D. The Chamber shall maintain a close relationship and participate with community organizations including, without limitation, the Red Bluff Round Up Association, Lassen Volcanic National Park, Shasta Cascade Wonderland, the Branding Effort, the Downtown Red Bluff Business Association, the TEDC, the Tehama County Farm Bureau, the Tehama District Fair and the Tehama County Education Foundation.
- E. The Chamber shall provide the City with quarterly written reports, including financial reports and budgets accounting for the use of City funds. Included with the quarterly report, the Chamber shall provide a written report, with tangible examples, describing how funds provided by the City were expended during the preceding quarter.
- F. The Chamber shall account for all funds received from the City and deposit the same in regular bank accounts. The City retains the right to review the Chamber's financial records under this Agreement.
- G. The Chamber shall not expend City funds for any political purpose, including, without limitation, support or opposition to any candidate for City office or any City ballot measure.

II. City of Red Bluff

In consideration of the activities, programs, and services provided by the Chamber and its Convention & Visitors Bureau, as described above, the City agrees to provide the following funding to the Chamber:

- A. The City of Red Bluff shall pay the Chamber the total sum of \$70,000 each year, payable in quarterly payments of \$17,500 in July, October, January, and April (within 30 days of submittal of a written invoice). City funds shall be used to support the activities described above. City funds shall not be expended to support services the Chamber provides to its members.
- B. The Red Bluff City Mayor or designee shall serve as an advisory member of the Chamber's Board of Directors in order to monitor and participate in Chamber activities and programs.

III. Term of Agreement

The Term of this Agreement shall be for 3 years, beginning July 1, 2026, and ending June 30, 2030, renewable by mutual consent. If the Chamber wishes to renew this Agreement for an additional 3 years, the Chamber shall submit a written request to the City no later than June 1, 2030. Either party may terminate this Agreement at any time by giving thirty (30) days written notice to the other party.

IV. Independent Contractor Status

Chamber shall, during the entire term of this Agreement, be construed to be an independent contractor and nothing in this Agreement is intended to, nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow City to exercise discretion or control over the manner in which Chamber performs the services which are the subject matter of this Agreement.

V. Liability Insurance

Each of the 3 years, the Chamber shall obtain and maintain a general policy of liability insurance, naming the City of Red Bluff, its employees, and officers as additional insured, in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, combined single limit of bodily injury and property damage for injuries to persons or property arising out of the Chamber's or Chamber's agents or employee's performance, pursuant to the terms of this Agreement.

VI. Indemnity Agreement

The Chamber agrees to indemnify and hold the City, its officers, and employees harmless from and to defend the City against all claims, judgments, fines, liability, costs, and attorneys'

fees arising out of any injury to persons or property resulting from the Chamber's or its employees or agents' performance under the terms of this Agreement. The City agrees to indemnify and hold the Chamber harmless from and to defend the Chamber against all claims, judgments, fines, liability, costs, and attorneys' fees arising out of any injury to persons or property resulting from the City's or the City's employees' or agents' performance under the terms of this Agreement.

VII. Authority.

Each party executing this Agreement and each person executing this Agreement in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person(s) or entity on whose behalf the signing party is purporting to act.

VIII. Compliance with Laws.

All services to be performed pursuant to this Agreement shall be performed in accordance with all applicable federal, state, county, district, and municipal laws, ordinances, regulations, and rules.

IX. Entire Agreement/Modification.

This Agreement constitutes the entire agreement between the parties concerning the subject matter thereof and supersedes all prior agreements, representations, and understandings of the parties, either oral or written. This Agreement shall not be amended, except in a writing that is executed by authorized representatives of both parties.

Date:

RED BLUFF-TEHAMA COUNTY
CHAMBER OF COMMERCE

CITY OF RED BLUFF

By _____
President

City Mayor

ATTEST:

Deputy City Clerk



City Council

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

Staff Report

File #: 07-2026

Agenda Date: 5/19/2026

Agenda #: 6.

TO: Honorable Mayor and Councilmembers

FROM: Beth Lindauer, Community Development Director

SUBJECT:

Adopt Resolution 07-2026 of the Red Bluff City Council Waiving Certain Building Permit, Plan Check Fees, and Inspection Fees for the Installation of donated playground equipment and a sponsor sign at Trainor Park.

RECOMMENDED COUNCIL ACTION:

1. Conduct a public hearing regarding the acceptance of an additional donated playground structure and donated installation services, and consider waiving applicable building permit fees associated with the project; and
2. Adopt Resolution No. 07-2026 approving the installation of the playground and waiving associated building fees.

SUMMARY:

As part of the previously approved playground improvement project at Trainor Park, the project administrators are requesting consideration of a fee waiver for the installation of a proposed 36-inch-by-36-inch freestanding aluminum monument sign and an additional play structure known as a moon crater climber.

PREVIOUS COUNCIL ACTION:

At the regular meeting on 08/05/2025, Scott Miller, Public Works Director, presented the Trainor Park improvement project and requested that Council conduct a public hearing to accept a donation of a playground structure, a donation of the installation fee, and a waiver of building and development fees. By unanimous vote, Council adopted Resolution No. 26-2025 approving the installation of the playground and waiving associated building fees.

DISCUSSION:

The organizations involved in the project include the Red Bluff Rotary Club, Kiwanis, Active 20/30 Club, Sunrise Rotary, Latino Outreach, and Soroptimists, all of which are nonprofit 501(c)(3) organizations. Collectively, these organizations contributed financial resources, volunteer efforts, and community support toward the completion of a playground improvement project in 2025, valued at more than \$25,000, including playground equipment and installation costs.

Following completion of the primary improvements, the Rotary Club informed staff that additional funding was available to cover installation labor for a dome play structure that had already been purchased as part of the overall playground improvement project. The donated structure and associated installation services have an estimated combined value of approximately \$5,000 and are being provided entirely at no cost to the City.

As a final component of the project, the applicant proposes installing a 36-inch-by-36-inch freestanding aluminum monument sign to commemorate and recognize the organizations whose contributions made the playground improvements possible. The estimated project cost for the sign is \$7,359, consisting of approximately \$5,959 in materials and \$1,400 in labor.

Pursuant to City Code Section 17.9(A), "[a] developer of any project subject to the fees described herein may

apply to the City Council for a reduction, adjustment, or waiver of any one or more of the fees.” Section 17.9 (B) further provides that the City Council shall consider such requests at a public hearing upon submission of the request and supporting factual basis.

Historically, the City Council has exercised its discretion to waive certain project-related fees for projects sponsored or supported by community-based nonprofit and civic organizations where a demonstrated public benefit exists. Additionally, the City Council has adopted a Fee Waiver Request Policy establishing criteria and factors for evaluating fee waiver requests.

1. Would the project in question be of general benefit to the residents of the City of Red Bluff?
2. Whether the project will be able to otherwise fund the cost of the permits.
3. Whether the project will be completed within 18 months without further City assistance.
4. Whether the organization has previously requested a fee waiver for that project.
5. Whether there is adequate funding to complete the project within 18 months.
6. Whether the organization will comply with all permit application processes.
7. Whether the organization requesting the fee waiver is a legal non-profit entity recognized under the Internal Revenue Code.
8. Other factors deemed relevant by the City Manager, the Finance Director, or the City Council.

This project would be subject to the following fees:

Building Permit Administration & Inspections	\$	528.00
SMIP - Nonresidential	\$	3.46
SB 1473	\$	1.00
Sign Permit	\$	174.40
	TOTAL	\$706.86

CITY FISCAL IMPACT:

Should the City Council approve the requested fee waiver, the General Fund would assume responsibility for payment of the applicable State-mandated fees, including the SB 1473 fee of \$1.00 and the Strong Motion Instrumentation Program (SMIP) fee of \$3.46. This waiver would result in an estimated total revenue reduction of \$702.40 to the Community Development Department enterprise fund.

ATTACHMENTS:

1. Invoice Sign and Equipment Installation
2. Plans from UPLAY
3. Photo of Equipment

CITY COUNCIL RESOLUTION NO. 07-2026

A RESOLUTION OF THE RED BLUFF CITY COUNCIL

WHEREAS, the Trainor Park property, located at 1000 Trainor Street, is owned by the City of Red Bluff; and,

WHEREAS, Red Bluff project administrators have requested the City to waive Building Permit, Plan Check,

and Inspection Fees associated with the tenant improvement project; and,

WHEREAS, the requested fee waiver would result in a shortfall of revenue to the City totaling \$702.40 from unpaid Building Permit, Plan Check, and inspection fees; and,

WHEREAS, the City's General Fund will pay \$3.46 in SMIP fees and \$1.00 in SB 1473 fees to the State of California; and,

WHEREAS, the City wishes to support the Red Bluff Rotary and all associated partner organizations of this project and their efforts to achieve growth and opportunities for the community within the City;

NOW THEREFORE, BE IT RESOLVED ON MAY 19, 2026, BY THE CITY COUNCIL OF THE CITY OF RED BLUFF:

1. The above recitals are true and correct and are incorporated herein by reference.
2. The City Council finds that the requested fee waiver will benefit the City's economic and community development in the City.
3. The City Council hereby grants the building permit, administrative fees, and inspection fee waiver request submitted by Red Bluff Chamber of Commerce, waiving the fees set forth in Attachment A attached hereto and incorporated by reference.

ATTEST:

Mayor's Signature

Deputy City Clerk



TRAKiT
City of Red Bluff, CA
555 Washington St
Red Bluff, CA 96080

INVOICE #
BLD-2435
Date Due: 6/11/2026

Invoice Date: 5/12/2026

Record #	Record Type	Fee Group	Fee Description	Quantity	Amount
BLDG-25439	COMMERCIAL		BUILDING PERMITS ONLY	0	\$528.00
			SB 1473	0	\$1.00
			SIGN PERMIT	0	\$174.40
			SMIP-NON-RESIDENTIAL	0	\$3.46
					\$706.86

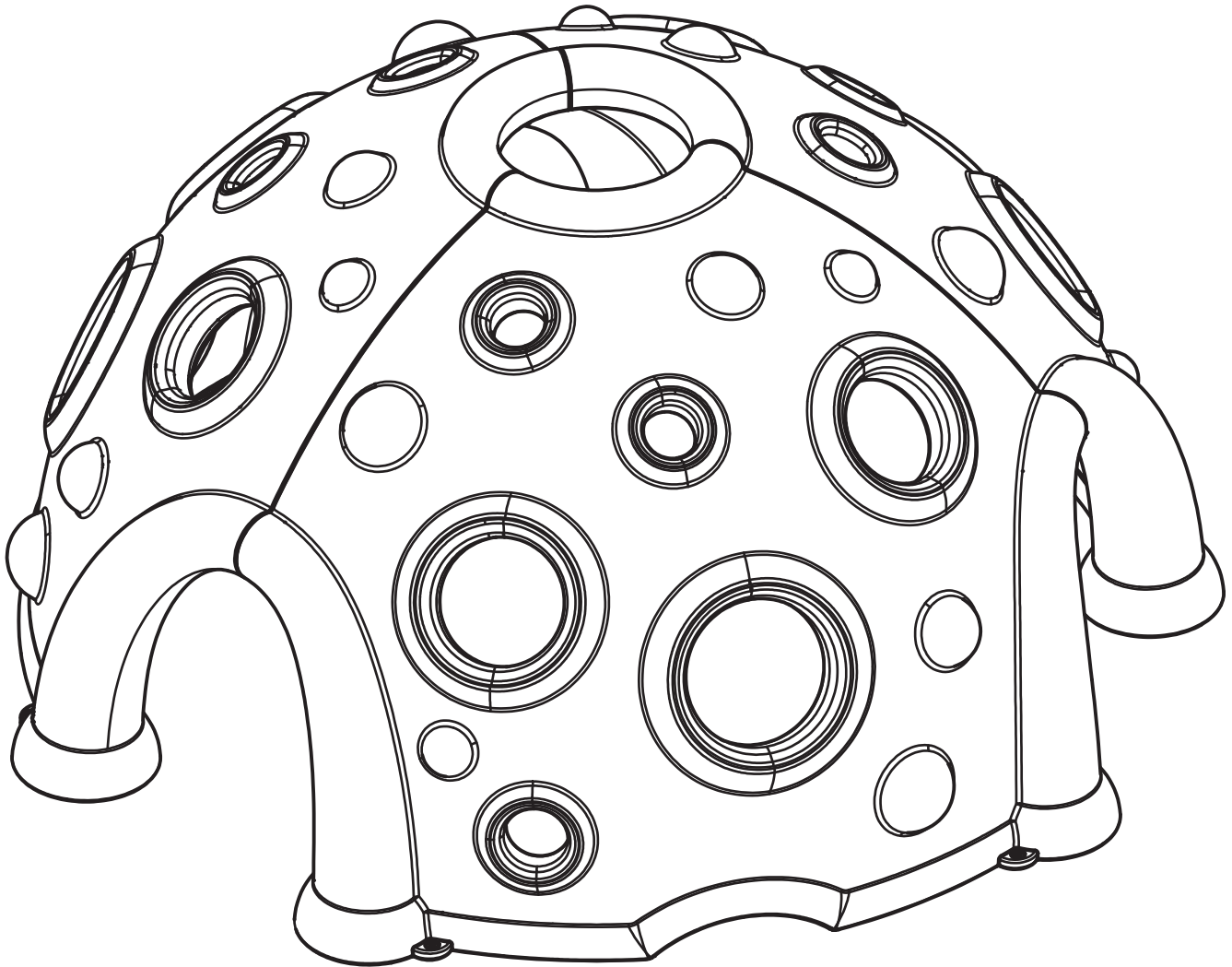
Invoice Total: \$706.86

Please send your payment to this address: City of Red Bluff
Attn: Community Development
555 Washington St

Red Bluff, CA 96080

UPLAY TODAY

MOON CRATER CLIMBER



MODEL # UPLAY-032

MOON CRATER CLIMBER

Dear UPlayToday™ Customer,

Thank you for choosing to purchase and install a UPlayToday commercial playsystem by UltraPlay®. We appreciate the confidence you have placed in our company, and we will strive to earn your trust.

This is your Owner's Manual & Assembly Instructions booklet. We have designed this manual specifically for the products that you have purchased. Included in this manual you will find the following:

- Maintenance schedule & record
- Safety guidelines
- Warranty information
- Product installation instructions
- 2D top view drawings
- Ground plan

Please save this booklet for future reference.

The first several pages of this booklet contain important and valuable information regarding the general placement, installation and safety practices common to commercial play equipment. Please read this information carefully and use your best judgment as to how these guidelines apply to your specific situation.

If you have any questions concerning your new equipment, you can contact a UPlayToday Customer Service Representative at 1-800-458-5872 or reach them electronically by sending an e-mail to: customerservice@ultraplay.com.

To register your equipment and activate your warranty, please go to www.ultraplay.com within 30 days of delivery. This will allow UltraPlay to have a record of your purchase in case of warranty claims.

For more information on UPlayToday and UltraPlay products, please do not hesitate to give us a call or visit ultraplay.com.

Thank you for your business; we look forward to working with you on all of your future playground equipment projects!

Sincerely,

UPlayToday by UltraPlay
A PlayCore® Company

GENERAL COMMERCIAL PLAYGROUND SAFETY GUIDELINES

Maintaining your playground equipment and its surrounding area is essential to minimizing the risk of injury to users as well as maximizing its useful lifespan. UPlayToday **STRONGLY** recommends that you follow these Safety Guidelines in conjunction with conducting periodic maintenance inspections using the accompanying *Playground Maintenance Checklist*.

When installing your playground, always consider local conditions. Good common sense works hand-in-hand with the instructions.

LOCATING YOUR PLAY STRUCTURE:

Comply with the following when choosing the location for your new equipment: Equipment shall be positioned to eliminate conflicting traffic patterns. As a general rule, allow at least 72" of free space around the entire structure, EXCEPT for slide exits, which require a distance X equal to the highest point of the sliding surface with a minimum of 72" and maximum of 96" from the edge of the slide. (example: a Wave Slide from a 72" deck requires 72" of clear space with resilient surfacing in front of its exit.) Swings must have a minimum Use Zone in each direction of twice the swing beam height. This minimum area should be filled with the appropriate resilient surface material. Read further for resilient surfacing recommendations.

If your equipment includes any metal slides, they should be positioned in a shaded area, or at least be placed to avoid the direct rays of the sun.

Never overlap the safety zones of adjacent equipment. All separate play equipment must have its own safety zone, and these cannot overlap. So, if you have an existing structure with a slide exit oriented toward your new one, add a minimum safety zone to that of the existing slide to determine how far away you need to be. Never install playground equipment near, around, or in conjunction with swimming pools, ponds, lakes, or any other bodies of water.

CHOOSING RESILIENT SURFACE MATERIAL:

NEVER INSTALL EQUIPMENT ON CONCRETE, ASPHALT OR EVEN GRASS WITHOUT RESILIENT SURFACING! A fall on a hard surface from as low as a 36" high deck has been found to result in serious injury to the user.

According to ASTM guidelines: "Unacceptable material for use zones of play structures with fall heights of 18" or less shall include all hard or abrasive materials such as asphalt, concrete, terrazzo, or other materials with similar characteristics. "Other standards apply for equipment with fall heights greater than 18".

Soft, resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. Consumer Product Safety Commission, ASTM standard F-1487 and Canadian Standard CAN/CSA-Z-614. **Your UPlayToday structure has a maximum fall height of 72".**

GENERAL COMMERCIAL PLAYGROUND SAFETY GUIDELINES

Install Wood Mulch (EWF) at a depth of 12". Over time this mulch will compress to a depth of 9" as required by the U.S. Consumer Product Safety Commission, ASTM standard F-1487 and Canadian Standard CAN/CSA-Z-614. For more information on the proper surfacing materials, call the CPSC hotline at 1-800-638-2772.

Worn surfaces around equipment should be restored. Concrete footings should never be exposed. Refer to the attached PLAYGROUND MAINTENANCE CHECKLIST.

Check for erosion and cratering of surfaces under slides and heavy traffic areas and restore surfacing as necessary.

Surfacing leading to play opportunities for children with disabilities should be firm, stable, slip resistant, and resilient.

Tip: If your surfacing is of the loose variety, checking for proper depth over time can be made easy by applying a non-removable fluorescent tape of paint in a bright color at the proper level on each upright post. Thereafter, as the resilient material compacts or washes away, the person responsible for regular maintenance inspections can easily see it must be replenished as the marks become visible.

OVERHEAD OBSTRUCTIONS:

Overhead obstructions (for example, exterior obstructions such as tree limbs and interior lights) within the use zones of play structures shall be a minimum 84" (2130 mm) above each designated play surface outdoors and a minimum of 48" (1220 mm) above each designated play surface indoors.

All overhead utility line clearances above outdoor supervised and outdoor unlimited access settings shall comply with all local, state, and national codes, such as the National Electrical Safety Code. For specific equipment fall zone requirements, refer to the CPSC and ASTM F1487 and use the more stringent of the two.

CATCH POINT & PROTRUDING HARDWARE:

There should be no dangerous pieces of hardware, such as protruding bolt ends and narrow gaps in metal connections. Exposed hardware can cut or puncture skin and catch clothing drawstrings, which could strangle a child.

All protruding nuts and bolts should be eliminated; sharp edges on pipes should be capped or removed. Check for bent, broken, or severely worn pipe and replace. Examine slide bedways, bedrails, handrails and exits for foreign objects, holes, and rough edges.

GENERAL COMMERCIAL PLAYGROUND SAFETY GUIDELINES

TRIPPING HAZARDS:

There should be no exposed concrete footings, abrupt changes in surface elevations, tree roots, tree stumps, and rocks, which can trip children and adults. Check for trip hazards, such as the balance beam support posts, or environmental trip hazards, such as rocks or roots in the play area. Make all necessary improvements or repairs.

AFTER THE EQUIPMENT IS IN USE:

- Never add components not intended for use with this product.
- Never install other play equipment, fencing, landscaping, etc., that encroach upon the safety zones of this equipment.
- Check overall stability and rigidity of all play equipment.
- Check for proper assembly, installation and ground anchoring.
- Check and re-tighten all fasteners after the first few days of use and again after three weeks of use. Thereafter, exercise normal maintenance procedures. Use of a thread-locking compound on the threads of bolts can prevent persistent loosening.

ROUTINE MAINTENANCE:

Regularly inspect and maintain your playground equipment and its surrounding area to help ensure the safety of the user. Proper maintenance of UPlayToday equipment includes using the accompanying **Playground Maintenance Checklist** found in this booklet to identify areas requiring repairs or replacement, and barricading the equipment to prevent use while corrections are being made.

As the Owner/Operator of the equipment, you should establish and maintain detailed installation, inspection, maintenance, and repair records for each public-use playground equipment area. Find out if your playground has a designated official who periodically inspects the play equipment for preventative maintenance. This includes but is not limited to: replacing missing, broken or worn-out components; securing hardware; checking for deterioration in the metal or plastic materials; maintaining the proper depth of surfacing material; and cleaning up debris.

The following are some regular maintenance areas of note:

- Check for and repair damage caused by wear or vandalism, a major factor in injury causing situations.

Continued on next page

GENERAL COMMERCIAL PLAYGROUND SAFETY GUIDELINES

- Proper maintenance of UPlayToday equipment requires regular tightening of all bolts, nuts, set screws, and other hardware.
- All equipment should be free of rust and repainted with an appropriate lead-free paint whenever necessary to deter rusting. This should also be done for any chipped or peeling areas.
- Regular checking of all parts, casting, etc., should be made. If part is broken or worn it should be replaced immediately.
- Check for missing or broken parts, rungs, or steps and repair as necessary.
- Check to be sure there is free movement on moving attached parts.
- Check for hard surfaces and correct, including under slides and etc. where loose surfacing may have been kicked away. *Refer to CPSC surfacing requirements.*
- Check for surfacing material that is worn or scattered and restore.
- Debris, broken glass, trash, or other foreign objects within or on the play area/equipment should be removed.
- Check for poor drainage areas and repair.
- Check concrete footings to see if they are exposed, cracked, or loose in the ground and repair as necessary.
- Check for crush points (exposed mechanisms, junctures of moving components) and eliminate.
- Check for broken supports or anchors. Check for stability in ground. Structures should not be easily swayed; connections should be solid and adequately secured.
- Check all posts in ground for corrosion or rot below grade.
- When flexible components are anchored in the ground, check and make sure anchoring devices are below the level of the playground.
- Check exit areas of slides. The exit area should be no more than 11" from the protective surface for slides under 48" high. For slides over 48" high, the height of the exit region from the surface should be between 7" and 15".
- Check the surface area around slide exit for erosion and other damage and repair if necessary.
- Check for visible cracks, bending, warping, rusting, or breakage of any component and repair as needed.

GENERAL COMMERCIAL PLAYGROUND SAFETY GUIDELINES

- Check for accessible sharp edges or points. Check for protruding bars, bolts, nuts, etc. Eliminate these conditions.
- Check for exposed ends of tubing that should be covered with plugs or caps.
- Check for loose bolts, nuts, etc. and tighten.
- Check for broken or missing rails, steps, rungs, or seats and replace.

MAINTENANCE CHECKLIST



Maintaining your playground equipment as well as its surrounding area is essential to minimizing the risk of injury to users as well as maximizing its useful lifespan. UltraPlay recommends the following maintenance procedures be followed:

On a daily basis: A responsible individual should conduct a brief visual check for structural defects, signs of vandalism and litter of foreign matter that needs to be removed.

On a weekly basis: A responsible individual should complete this checklist. Any required repairs should be detailed on the separate **Detailed Maintenance Record**, and once they are completed, both should be filed for future reference. A separate file and form should be kept for each play structure at each location.

IMPORTANT: Always refer to - and comply with - the separate Safety Guidelines and ASTM and CPSC Guidelines. The play structure(s) should be barricaded so that it cannot be used while repairs are being completed.

	Item to be Checked (use the following page to record a brief description of the necessary repairs)	OK	Repairs Required	Date Repaired
A.	Play Structures in General			
	1. Post and component footings are not exposed, cracked or loose			
	2. Welds are intact and free of cracks			
	3. No rust or corrosion			
	4. No splintered, cracked, gouged or otherwise deteriorated plastics; check for integrity of the plastic, keep plastic clean of any extraneous substances, verify that any deformation does not create entrapment as specified on ASTM-F-2373.			
	5. No scratched, chipped or peeling paint			
	6. Metal parts show no visible cracks, bending, warping or breakage			
	7. No missing bolts, nuts, etc.			
	8. All bolts, nuts and fasteners are tight			
	9. All joints are secure (pay special attention to flush-mounted decks and pipe connections)			
	10. No broken or missing parts			
	11. No sharp edges or unsafe protrusions (check metal corners, bolts, etc.)			
	12. No exposed mechanisms, junctions of moving parts or components that will pose possible pinch or crush points			
B.	Play Events			
	1. Plastic is not cut or cracked			
C.	Surrounding Area			
	1. Resilient surfacing material is not scattered or excessively worn			
	2. Resilient surfacing material is adequately deep and retains its fall absorbing abilities as specified at time of installation			
	3. Border around playground is in good condition and has not come loose			
	4. No roots, rocks or other objects that may cause a tripping or injury hazard			
	5. Area is clean of litter (no broken glass or bottles, etc.)			

ultraPLAY

A PLAYCORE[®] Company

UPlay Today[™] Limited Warranties

Ten Years

Upright Posts:
Materials &
Workmanship

Five Years

Metal & Ground
Mount Metal Parts:
Materials &
Workmanship

One Year

All Products:
Materials &
Workmanship

All warranties specifically exclude damage caused by man-made or natural disasters, vandalism, negligence, improper installation or improper use, modification, changes in appearance resulting from weathering, scratches, dents, discoloration, normal wear and tear, or marring as a result of public or private use.

Claims are limited to replacement of equipment only and do not include any costs associated with labor, removal or installation of the original or replacement product.

Warranties are valid only if products are installed and maintained in accordance with UltraPlay installation instructions and use of approved parts.

UPlayToday Warranty

UltraPlay warrants its products to be free from defects in materials and/or workmanship, subject to normal usage and installation, for a period of 1-year from the date of shipment to the original purchaser. In the event of a claim under this warranty, UltraPlay will replace the component at no cost within the first 12 months from date of shipment to the original customer. Equipment not specifically addressed in the following paragraphs is also subject to this limited 1 year warranty against defects in materials and/or workmanship.

TEN-YEAR LIMITED WARRANTY ON UPRIGHT POSTS

UltraPlay provides a limited warranty on metal upright posts to be free from defects in materials or workmanship against structural failure which causes the product to become unfit for its intended use, subject to normal usage and installation, for a period of 10 years from the date of shipment to the original customer.

FIVE-YEAR LIMITED WARRANTY ON METAL PARTS

UltraPlay provides a limited warranty on metal decks, steps, stairs, rails, pipes, support posts, rungs, loops, and clamps to be free from defects in materials or workmanship against structural failure which causes the product to become unfit for its intended use, subject to normal usage and installation, for a period of 5 years from the date of shipment to the original customer.

FIVE-YEAR LIMITED WARRANTY ON GROUND-MOUNT METAL PARTS

UltraPlay provides a limited warranty on metal footers, inground footers, surface mount plates, ground spikes, slide and climber mounting posts and plates to be free from defects in materials or workmanship against structural failure which causes the product to become unfit for its intended use, subject to normal usage and installation, for a period of 5 years from the date of shipment to the original customer.

THREE-YEAR LIMITED WARRANTY ON PLASTIC PARTS

UltraPlay provides a limited warranty on the following plastic parts: slides, climbers, roofs, tunnels, bridges, panels, and border timbers. These components are warranted to be free from defects in material or workmanship, subject to normal usage and installation, for a period of 3 years from the date of shipment to the original customer.

ONE-YEAR LIMITED WARRANTY ON HARDWARE

UltraPlay Systems provides a limited warranty on hardware to be free from defects in materials or workmanship against structural failure due to breaking or shearing, subject to normal usage and installation, for a period of 1 year from the date of shipment to the original customer.

ONE-YEAR LIMITED WARRANTY ON HDPE CLIMBER

UltraPlay provides a limited warranty on high density polyethylene (HDPE) climber against degradation for a period of 1 year from the date of shipment to the original customer.

WARRANTY EXCLUSIONS

All warranties specifically exclude damage caused by man-made or natural disasters, vandalism, negligence, improper installation or improper use, modification, changes in appearance resulting from weathering, scratches, dents, discoloration, normal wear and tear, or marring as a result of public or private use.

Claims are limited to replacement of equipment only and do not include any costs associated with labor, removal, or installation of the original or replacement product.

Warranties are valid only if products are installed and maintained in accordance with UltraPlay installation instructions and use of approved parts.

This warranty is applicable to the original owner only. Warranties are non-transferable.

Claim Procedure: To make a warranty claim, send your written statement of claim, photographs of defective equipment, and the original purchase invoice or invoice number to:

UPlayToday
Customer Service
1675 Locust Street
Red Bud, IL 62278

Or Contact a Customer Service Representative at: **1-800-458-5872**

Within 60 days of notice of claim under warranty, UltraPlay will make arrangements to replace the damaged product. UltraPlay will cover freight costs within the continental United States. UltraPlay is not responsible for freight costs associated with products located outside the continental United States. UltraPlay reserves the right to inspect all products identified as defective. Photos of defective equipment may be required to accompany warranty claims.

Since warranty limitations and exclusions may vary from state to state, you should check any specific warranty rights in your state.

Date of Purchase: _____

Purchaser: _____

UltraPlay Invoice Number: _____

Authorized UltraPlay Signature

Title

Visit UltraPlay on the web at www.ultraplay.com

Issued/Revised: 1/24/2019



GENERAL INTRODUCTION TO INSTALLATION INSTRUCTIONS

IMPORTANT! Please read the entire Installation Instructions packet before beginning the installation.

UltraPlay has designed UPlayToday to take advantage of all Consumer Product Safety Commission (CPSC) and ASTM guidelines in force at the time of purchase in an effort to prevent playground accidents. However, because studies have shown most playground injuries result from accidental falls, you, as the new owner of this equipment are responsible for providing an acceptable play surface under and around all playground equipment. Please refer to the accompanying Safety Guidelines as well as CPSC guidelines and this document for examples of such surfacing.

We would like to provide the following suggested guidelines for your play environment:

- Refer to the Use Zone and note the Minimum Area required shown for this structure. This area must be filled with acceptable play surface material, and must be clear of all obstacles, including but not limited to trees, curbing, sidewalk, fence, other play equipment, rocks, and landscaping, etc.
- According to ASTM guidelines: "Unacceptable materials for use zones of play structures with fall heights of 18" or less shall include all hard or abrasive materials such as asphalt, concrete, terrazzo, or other materials with similar characteristics." Other standards apply for equipment with fall heights greater than 18".
- Acceptable play surfaces include: sand, mulch, fine gravel or shredded belt-less tires, if installed at the appropriate depths per CPSC guidelines for play surfacing.
- When using sand, mulch, or shredded belt-less tires, a minimum of 6" depth is recommended by the CPSC. UPlayToday recommends an additional 6", for a total of 12", to combat the fast compacting characteristics of these materials. Surfaces must be checked at least weekly for compacting, which reduces resiliency significantly.
- Surfaces such as asphalt, concrete, gravel, or sod are not acceptable for use under playground equipment, or anywhere within the stated Use Zone.
- Unitary resilient surfacing designed for playground use, including rubber tiles, poured-in-place rubber surfacing, bonded rubber surfacing, and synthetic playground turf is also recommended.
- Close supervision of children playing on or around the structure is strongly recommended, along with classroom and/or home instructions on safer behavior on the playground equipment. The full supervision of playgrounds is the responsibility of the owner once the play structure has been properly installed.

Continue on next page

GENERAL INTRODUCTION TO INSTALLATION INSTRUCTIONS

TOOLS REQUIRED:

UltraPlay supplies only the special wrenches and bits required to fasten the "tamper-resistant" hardware and components. You will need common wrenches and an Allen key set as well as a drill, string line, level, shovels, post hole digger, pry bar, washable felt tip marker, phillips head screw driver, utility knife, rubber mallet, and a tape measure. A power post hole digger may facilitate installation in some circumstances. Refer to the Tools Required page for a detailed list.

INSTALLATION GUIDELINES:

1. Compare all parts received to the packing list. Notify UltraPlay immediately of any missing parts. We are not responsible for parts discovered missing over 10 days after receipt of the shipment.
2. Refer to the Use Zone to ensure this structure will fit into your actual site area. Note the Minimum Area Required measurements to determine clear space required. A minimum of 72" clearance is required between any obstacles and your structure. EXCEPT for slide exits, which require a distance X equal to the highest point of sliding surface with a minimum of 72" and a maximum of 96" from the edge of the slide (example: A Wave Slide from a 72" high deck requires 72" of clear space with resilient surfacing in front of its exit).
3. Site selection should include considerations of what is a safe and appropriate play area:
 - A level and clear site is ideal, free of power lines or electrical equipment.
 - Do not install play equipment near any bodies of water.
 - If adjacent to a street with traffic, ensure adequate fencing acts as a barrier to children running into danger.
4. Site layout should include accurate measurement and marking of all footings prior to any installation. Use the dimensions shown between footings on the Use Zone to plot out the actual footprint of the play structure before doing any digging. Also locate any freestanding play equipment in the same way, providing the necessary clearance between the equipment as well as any fences, trees, etc. Ensure at this time you have enough total space for the equipment to be installed.
5. If using inground footers, excavate holes as shown in the Use Zone using a string line. An optional string line level is very helpful. If a level and clear site is not possible, adjust the depth of the footings to maintain a minimum depth of 18" for support posts at the lowest grade. NOTE: If soil conditions are very loose or otherwise unstable, a larger diameter footing may be required. Inquire with local contractors for appropriate recommendations.
6. Begin your UPlayToday installation by erecting the decks as shown within the following instructions. Once all decks are installed, components such as slides, climbers, etc., can be connected per their respective assembly instructions. Note that connecting components between decks such as Crawl Tunnels and Bone Bridges should be installed concurrently with the decks to ensure they are accurate.

GENERAL INTRODUCTION TO INSTALLATION INSTRUCTIONS

7. CPSC guidelines mandate that there shall be no gaps present in the playground equipment that fall between 3-1/2" and 9". The positioning of certain components by the installer can affect this criteria, so you should always measure distances created when attaching components in order to avoid these spaces which can cause entrapment of a child using the equipment. Also, ASTM requires that no more than 2 threads of a bolt can protrude from the nut. Any excess threads should be filed down and made smooth to the touch.
8. When concrete is poured, be sure to keep the top 4" below grade, and sloped away from the post to promote good water drainage. Wash off any concrete that may have splashed onto the post before it dries. Allow all concrete to harden a minimum of 48 hours before allowing use.

SAFETY DURING INSTALLATION:

1. Before doing any excavation, inquire about any existing underground utilities.
2. Do not leave the job site unattended without making sure that all fastening hardware on all equipment is tightened and all drive rivets are in place to prevent clamps from moving, in case of unauthorized use. UPlayToday CLAMPS ARE NOT DESIGNED TO SUPPORT HUMAN WEIGHT WITHOUT THE DRIVE RIVETS INSTALLED, AND SUCH USE COULD CAUSE INJURY TO THE USER AND/OR DAMAGE TO THE EQUIPMENT. It is also strongly recommended that all installation areas be roped off with clearly marked warning signs posted. Any open footings should be covered with plywood or other suitable material. Even during installation, it has been found that children will use the unattended equipment, thereby risking accidents.
3. If concrete footings and inground footers are being used, it is strongly recommended that the installation area should remain roped off for at least 48 hours after the last concrete footing is poured. Children should not be allowed to use the equipment during this period so that concrete has a chance to fully cure.

Finally, if you should have any questions regarding the proper installation of this equipment, please contact UltraPlay at:

UPlayToday Customer Service
1675 Locust Street, Red Bud, IL 62278
1-800-458-5872 Fax 1-618-282-8202
Email: customerservice@uplaytoday.com

GENERAL INTRODUCTION TO INSTALLATION INSTRUCTIONS

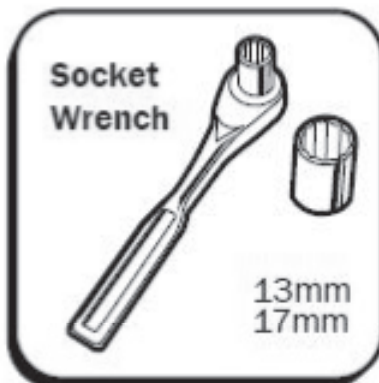
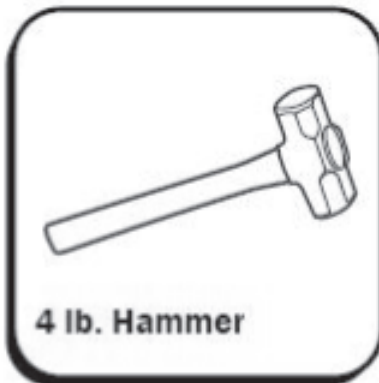
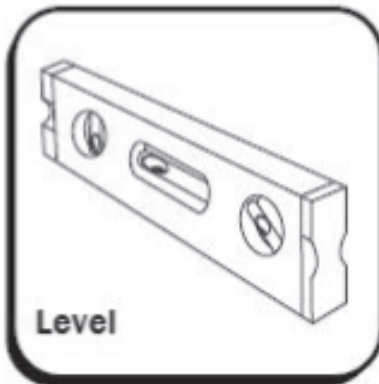
The enclosed Warning Labels must be affixed to your playground equipment. At least one Warning Label is needed per play structure, permanently affixed in a conspicuous location within easy view of users.

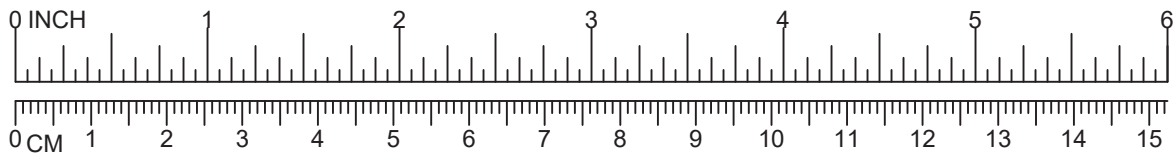
INSTRUCTIONS:

1. Fully assemble and install your UPlayToday playground equipment per the accompanying installation instructions.
2. When installation of the equipment is complete, and prior to allowing use of the equipment, identify a suitable location on the structure to receive the Warning Label. An upright post is recommended, approximately 48" above the ground. Choose an upright post most likely to be seen by the user immediately upon entry into the play area.
3. Fully clean the surface to receive the label with soap and water, and ensure that no oils, film, or dirt remain.
4. Allow surface to dry fully. Apply the Warning Label, smoothing over the surface with a clean cloth so there are no air bubbles present.
5. For larger structures (more than 16 upright posts), use 2 labels, positioning one at each end of the structure. Always choose locations, which are likely to be seen by users prior to use of the equipment, preferably near the entry point of the play area.

ALWAYS FOLLOW THE RECOMMENDATIONS CONTAINED IN THE ACCOMPANYING SAFETY GUIDELINES REGARDING THE INSTALLATION AND MAINTENANCE OF APPROPRIATE RESILIENT SURFACE MATERIALS REQUIRED FOR YOUR PLAY AREA. NEVER ALLOW USE OF PLAYGROUND EQUIPMENT WITHOUT PROPER SAFETY SURFACING AS FALLS ONTO A HARD SURFACE CAN CAUSE SERIOUS INJURY TO THE USER.

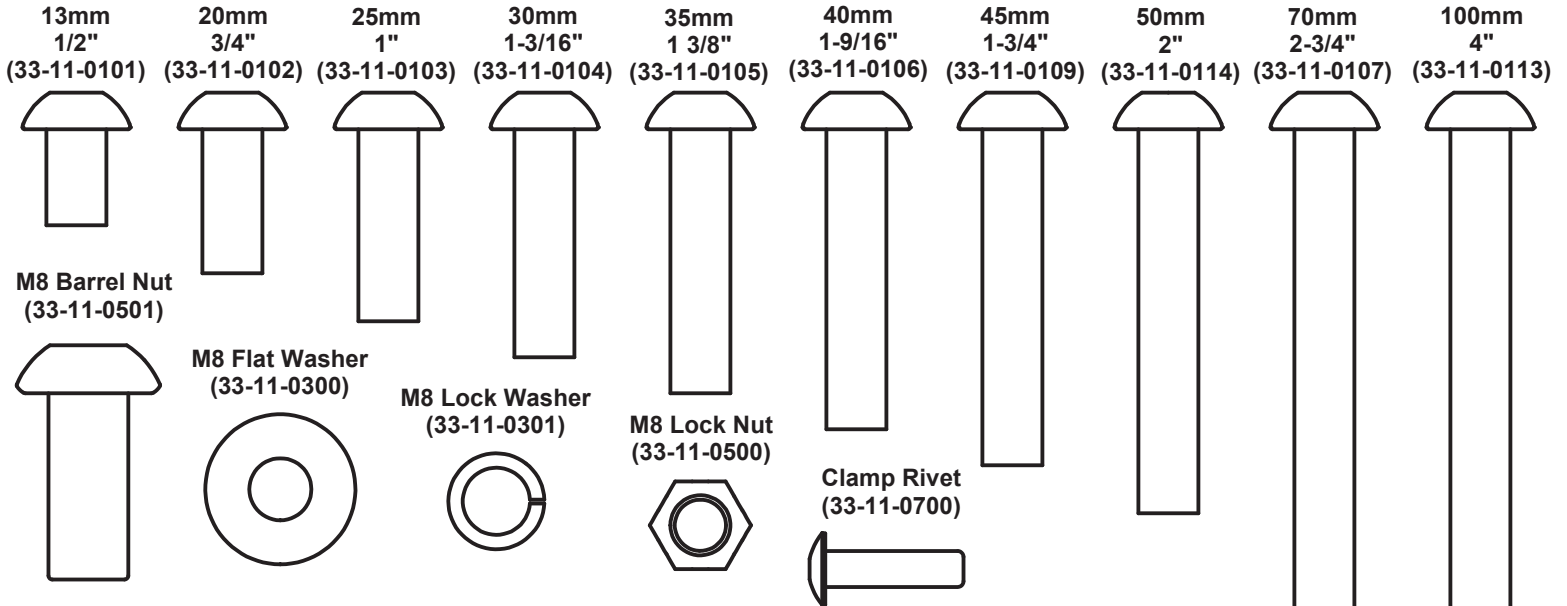
TOOLS REQUIRED





HARDWARE REFERENCE

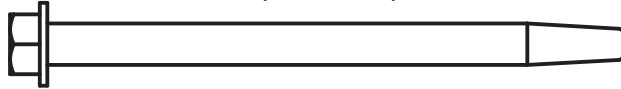
M8 B.H.C.S. Bolts



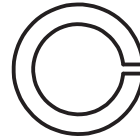
18" Ground Spike (Not to Scale)
(02-07-0048)



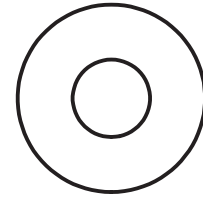
M5 x 76mm (3") Self-Tapping Screw
(33-11-0600)



M10 Lock Washer
(33-11-0201)



M10 Flat Washer
(33-11-0200)



M10 Lock Nut
(33-11-0400)



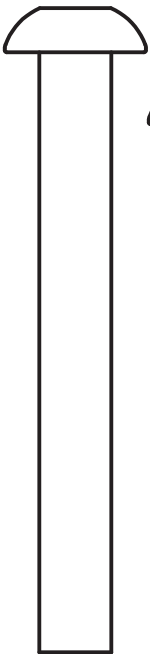
M10 T-Nut
(33-11-0402)



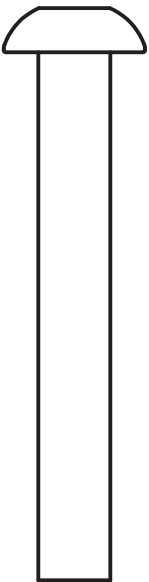
13mm
1/2"
(33-11-0001)



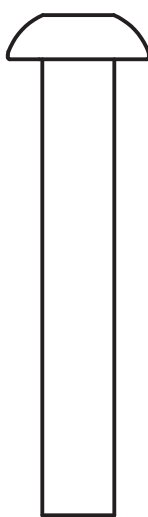
80mm
3-1/8"
(33-11-0011)



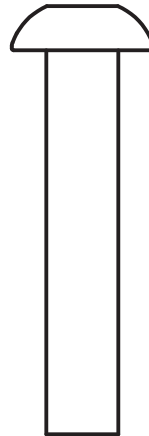
70mm
2-3/4"
(33-11-0008)



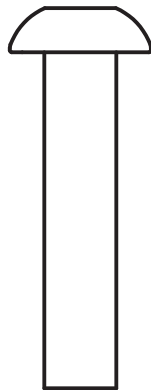
60mm
2-3/8"
(33-11-0007)



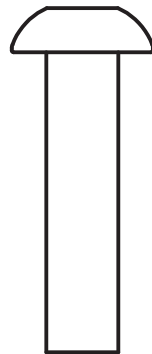
50mm
2"
(33-11-0010)



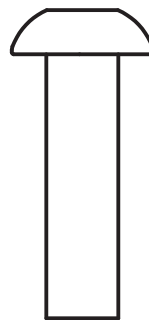
45mm
1-3/4"
(33-11-0013)



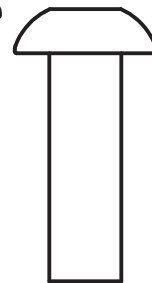
40mm
1-9/16"
(33-11-0006)



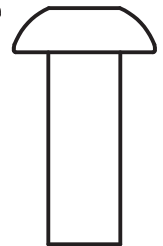
35mm
1-3/8"
(33-11-0005)



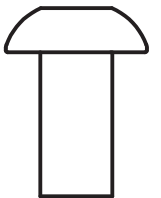
30mm
1-3/16"
(33-11-0004)



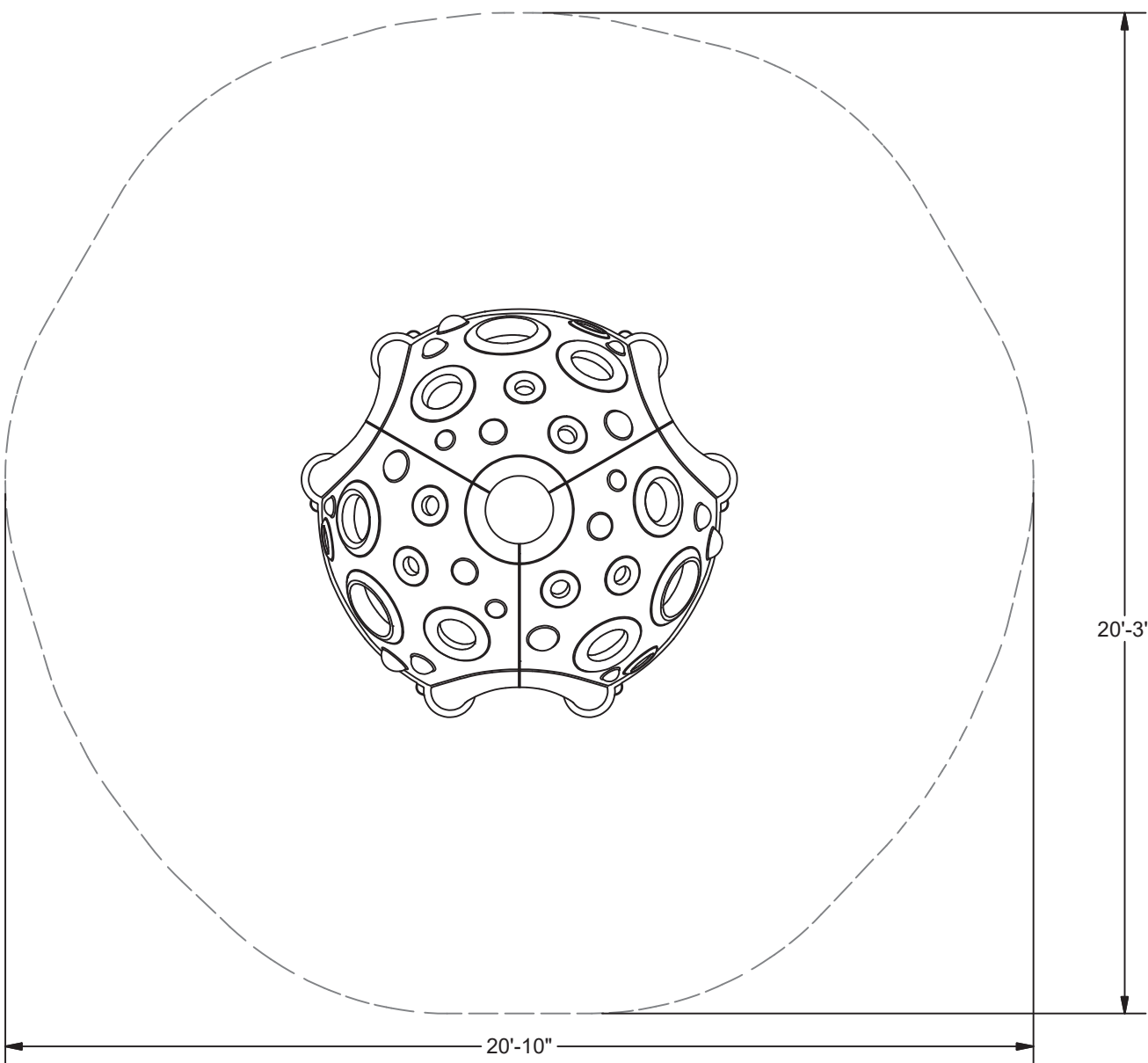
25mm
1"
(33-11-0003)



20mm
3/4"
(33-11-0002)



USE ZONE



MINIMUM USE ZONE* REQUIRED

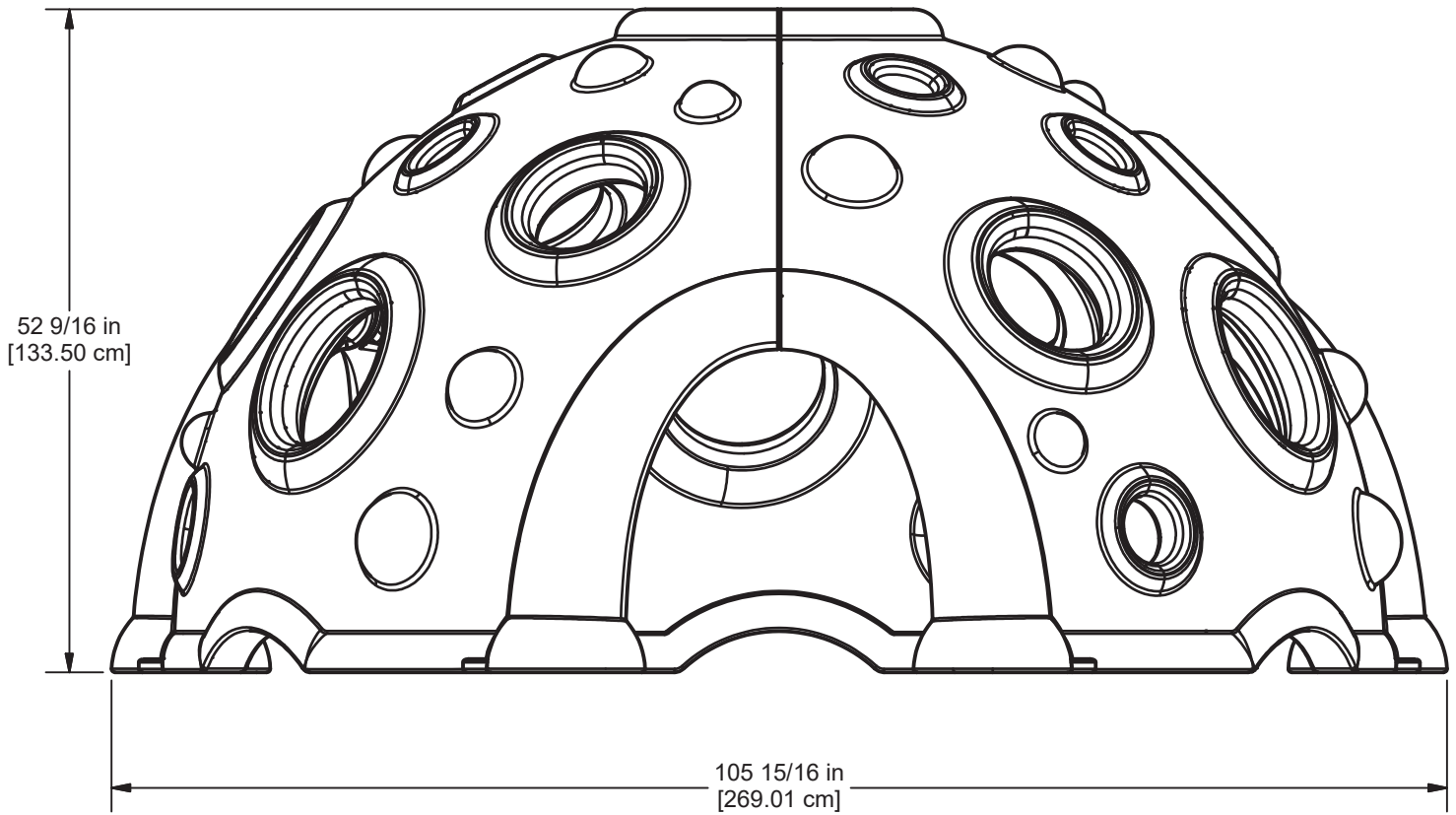
**The USE ZONE is the area beneath and immediately adjacent to a play structure or equipment that is designed for unrestricted circulation around the equipment and on whose surface it is predicted that a user would land when falling from or exiting the equipment.*

NOTE:

Equipment shall be positioned to eliminate conflicting traffic patterns. As a general rule, allow at least 3' of freespace around the entire structure.

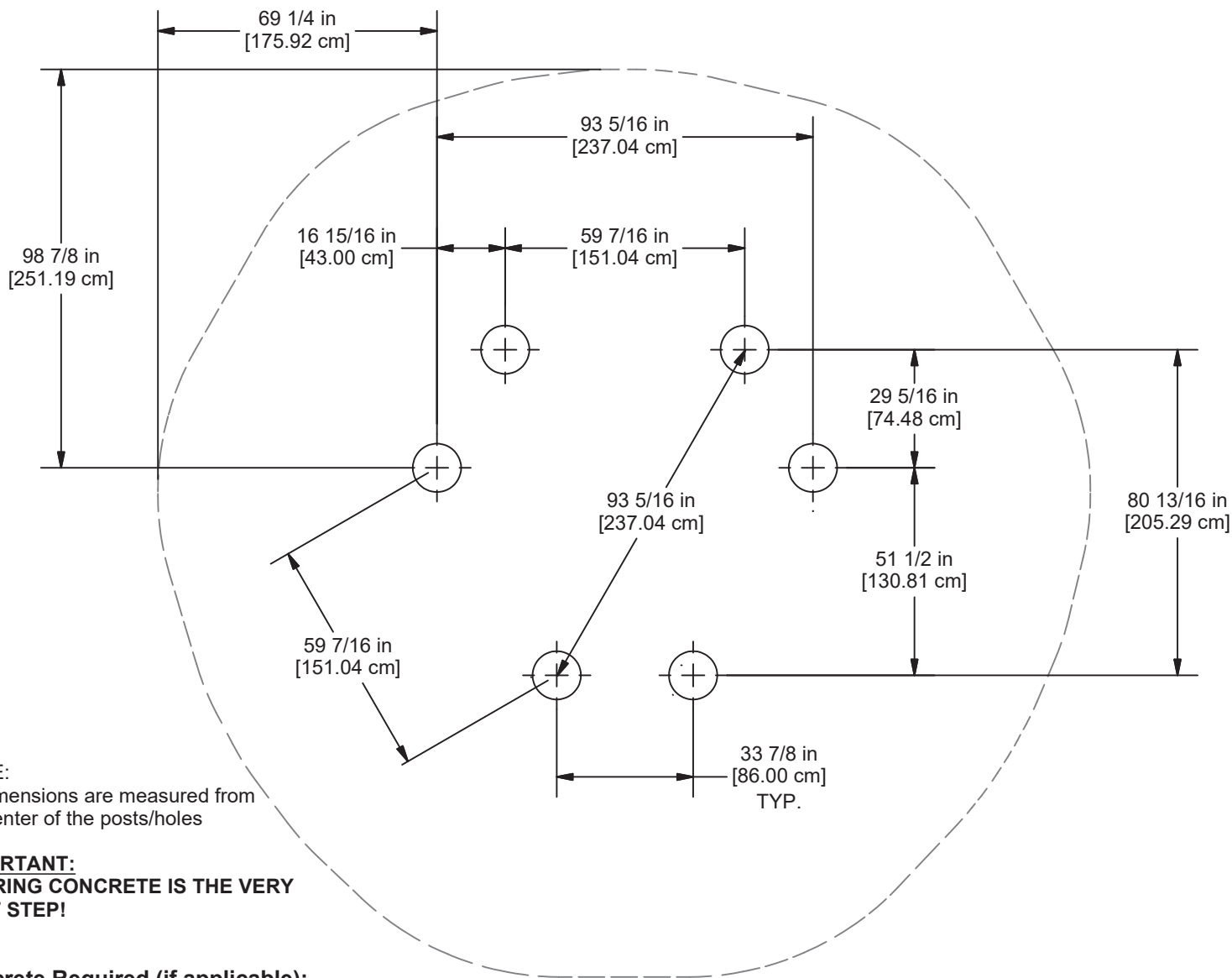
IMPORTANT: Never install play equipment over hard, unresilient surfaces such as asphalt, concrete, or compacted earth. It is the owner's responsibility to ensure the "minimum area required" contains an appropriate amount of resilient material to cushion accidental falls.

ELEVATION VIEW



ELEVATION VIEW

UPRIGHT PLACEMENT



NOTE:
All dimensions are measured from the center of the posts/holes

IMPORTANT:
POURING CONCRETE IS THE VERY LAST STEP!

Concrete Required (if applicable):
Approx: .145 Cubic Yards (.111 Cubic Meters)
NOTE: Suggested Min. concrete rating: 3000PSI

IMPORTANT: Never install play equipment over hard, unresilient surfaces such as asphalt, concrete, or compacted earth. It is the owner's responsibility to ensure the "minimum area required" contains an appropriate amount of resilient material to cushion accidental falls.

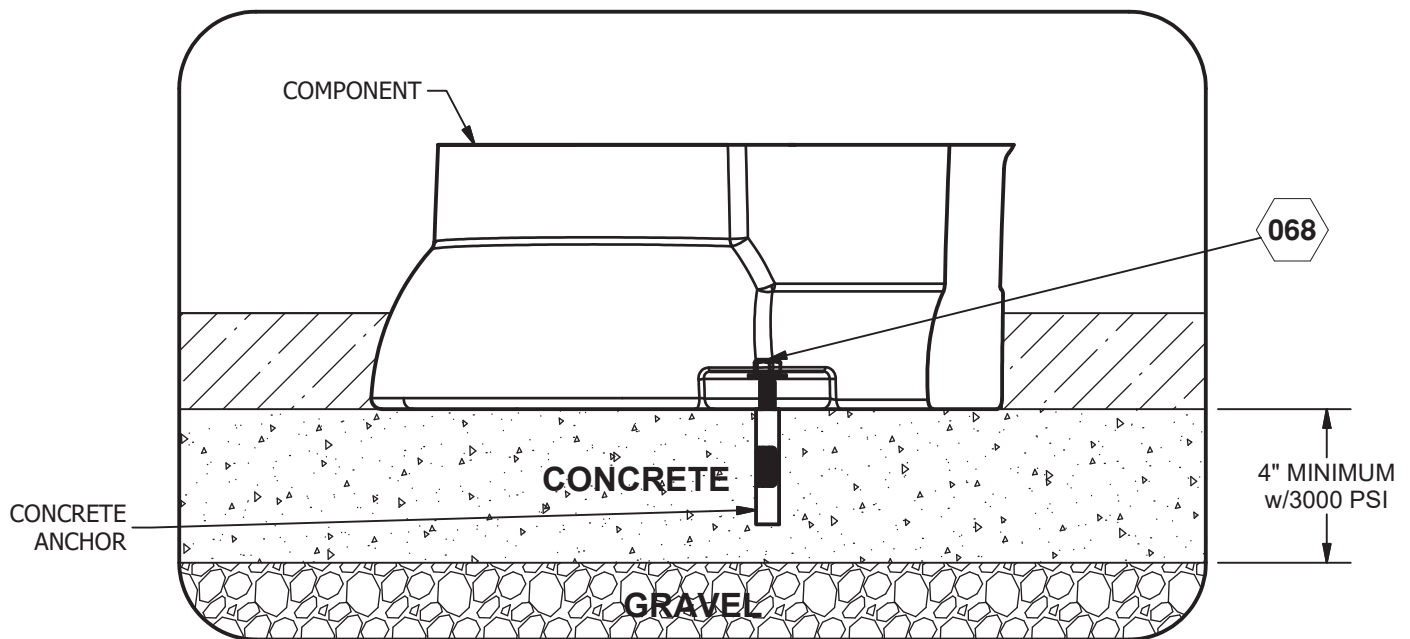
○ Placement for 12" Diameter x 20" Deep Holes for In-ground installation

1. Review Use Zone. Mark the placement of one Inground Footer. Any of the (6) may be used.
NOTE: Survey flags may be used to mark the placement of each hole.
2. Measure from first Inground Footer to mark the position of the remaining (5) Footers.

NOTE: All remaining dimensions are based off of the Inground Footer placement.

FOOTING DETAIL - SURFACE MOUNT (02-07-0262)

Parts List		
DESCRIPTION	QTY	PART NUMBER
CONCRETE ANCHOR	6	33-11-0702



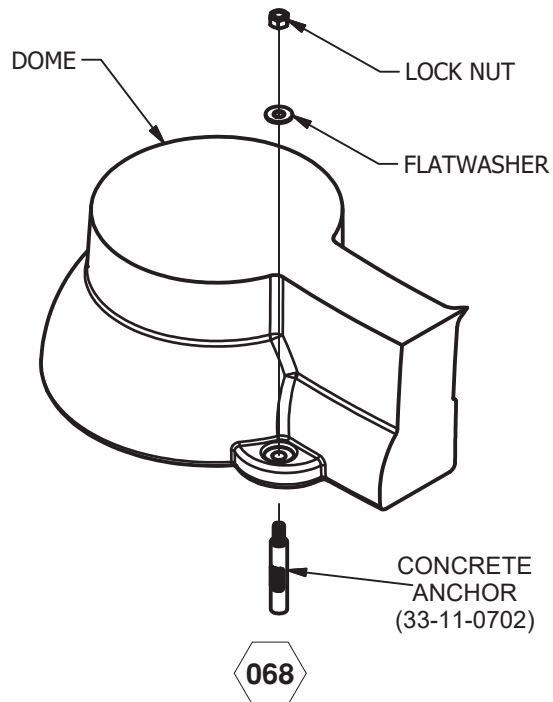
IMPORTANT: Never install play equipment over hard, unresilient surfaces such as asphalt, concrete, or compacted earth. It is the owner's responsibility to ensure the "minimum area required" contains an appropriate amount of resilient material to cushion accidental falls.

SITE PREPARATION

Clear area of any debris and level surface. Equipment is designed to be installed on a level surface.

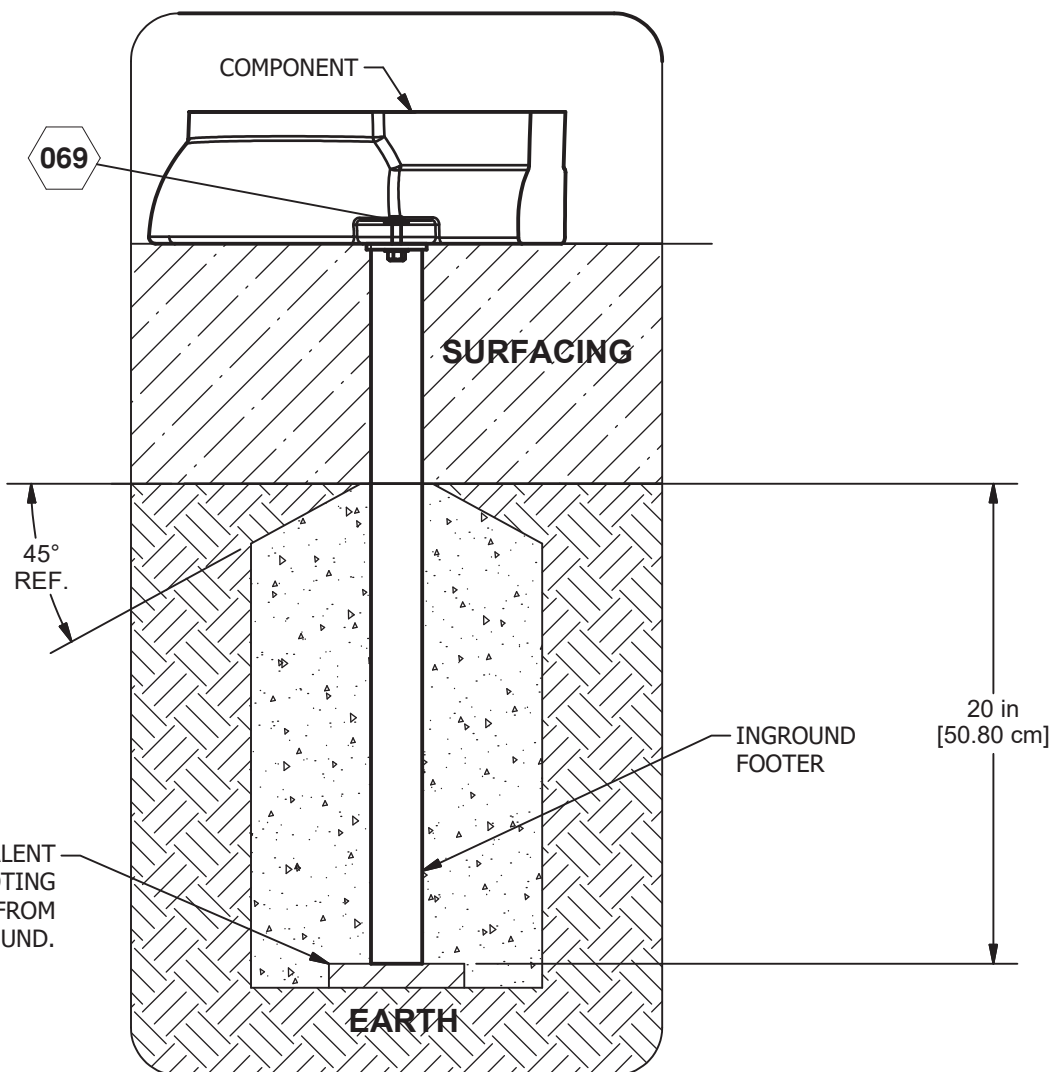
Issued/Revised: 1/24/2019

FOOTING DETAIL - SURFACE MOUNT



FOOTING DETAIL - IN GROUND (OPTIONAL) (02-07-0261)

Parts List		
DESCRIPTION	QTY	PART NUMBER
INGROUND FOOTER	6	02-07-0237
M10 x 35mm (1 3/8") BHCS BOLT	6	33-11-0005
M10 FLATWASHER	12	33-11-0200
M10 LOCK NUT	6	33-11-0400



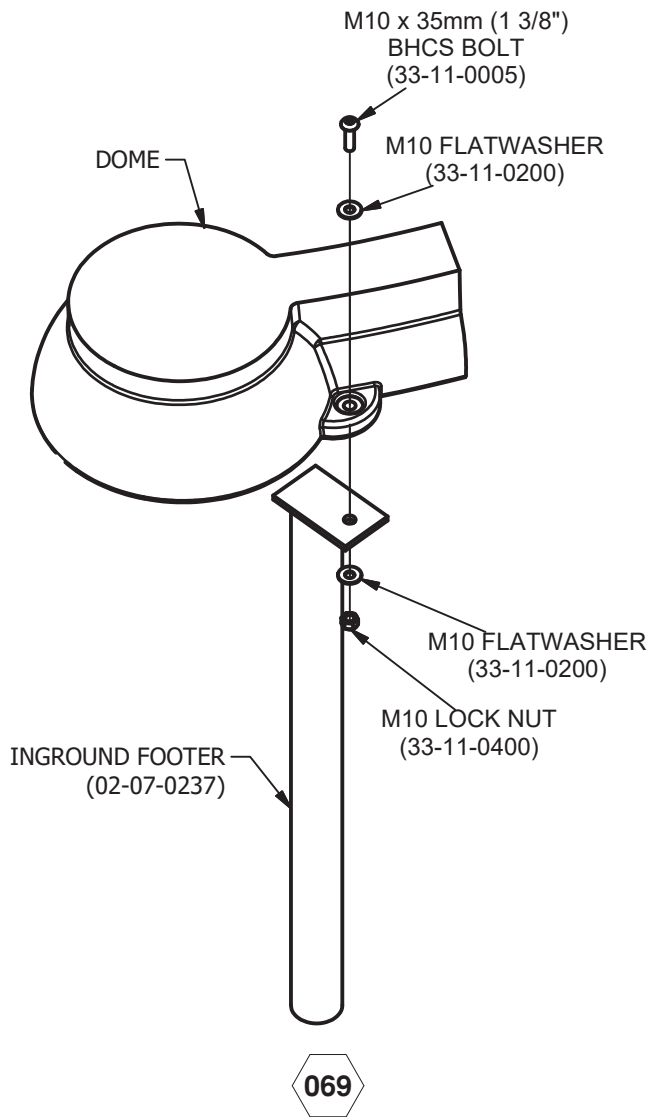
IMPORTANT: Never install play equipment over hard, unresilient surfaces such as asphalt, concrete, or compacted earth. It is the owner's responsibility to ensure the "minimum area required" contains an appropriate amount of resilient material to cushion accidental falls.

SITE PREPARATION

Clear area of any debris and level surface. Equipment is designed to be installed on a level surface.

Issued/Revised: 1/24/2019

FOOTING DETAIL - IN GROUND (OPTIONAL)



MOON CRATER CLIMBER

Parts List		
DESCRIPTION	QTY	PART NUMBER
MOON CRATER CLIMBER SIDE	3	02-07-0260
HARDWARE COMPLETE	1	33-12-0173
M10 x 65mm (2 9/16") BHCS BOLT	15	33-11-0018
M10 FLATWASHER	30	33-11-0200
M10 LOCK NUT	15	33-11-0400

Unless Otherwise Specified, All Units of Measure are Each

Items listed below Hardware Complete line are included with Hardware Complete Number

Warning: During Installation, Hardware And Small Parts Are Choking Hazards For Young Children. Store Unused Parts Appropriately Until Assembly Is Completed. Once Assembly Is Completed, Remove Any Unused Parts From The Play Environment And Dispose/Save Them In A Secure Location. Any bolt end protruding more than two full threads beyond the face of the nut causes risk of clothing entanglement.

Promptly cut-off flush, file smooth, and treat to prevent corrosion.

Note: Peen Tee-Nuts and Flatwashers to match radius of pipe after assembly is complete.

Note: Loctite (supplied by others) should be used on any non-patch hardware.

SPECIFICATIONS:

CLIMBER PANEL:

Shall be 3/8" wall thickness double wall construction, color impregnated linear low density polyethylene and shall conform to the rotationally molded specifications outlined herein. All polyethylene shall be linear low-density material with UV-stabilized color and an anti-static compound additive. All rotationally molded products shall meet or exceed the following specifications: ASTM D-1248, type 2, class A and Federal specification LP-390C, type 1, class M, grade 2, category 3; Density (ASTM D- 1505); Brittleness Temperature (ASTM D-746); Tensile Values (ASTM D-638); Flexural Modulus (ASTM D-790); Heat Distortion (ASTM-648); Low Temperature Impact (ARM-STD). Handholds shall be fabricated from a hybrid resin mixture with custom formulated UV inhibitor.

Powder Coat Finish:

Shall be an electrostatically applied custom formula of TGIC polyester powder. All components will be free of sharp edges and excess weld spatter and shall be cleaned in a four stage solvent/zirconium based bath system (free of iron phosphate), as a rust inhibitor, and a zirconium conversion coating to prevent flash rusting before coating. In addition, all welds shall be protectively coated with ZRP, a zinc rich primer that forms a rust-resistant barrier layer over each weld prior to application of the powder coating. The powder coating shall have a super tough finish with maximum exterior durability and will have superior adhesion characteristics. Typical characteristics are: Two coat process to achieve 3.0 - 5.0 mil thickness and oven cured between 375 to 425 degrees Fahrenheit. Pencil Hardness H (ASTM D-3363), Impact (ASTM D-2794-69), Wedge Bend (ASTM D-522-68), Adhesion (Cross Hatch ASTM D-3359 & Knife Scratch ASTM D-2197), Environmental (Stain Resistance ASTM D-1308, Humidity ASTM D-2247-87, Salt Spray ASTM B-117 & Fadometer 300 hrs with no loss of gloss), Over-bake Stability 200% at 350 degrees Fahrenheit for 10 minutes.

Hardware:

All nuts, bolts, screws, inserts, and lock washers used in the assembly of all play equipment shall be stainless steel, yellow dichromate plated steel, blue-coat plated steel, mechanically galvanized or powder coated/yellow dichromate plated steel. All primary fasteners shall be 304 alloy stainless steel. Fasteners with yellow dichromate treatment have an electro-deposited, 99.9% pure zinc substrate applied from a specially formulated solution sealed with a yellow dichromate top coat designed to work in conjunction with the zinc plating. Yellow dichromate has a 320% longer life to white corrosion and 275% longer to red corrosion than does hot-dip galvanizing. Stainless steel fasteners shall be button pin-in head, hex socket cap screws with a two-part epoxy locking patch added to the threads. The two-part locking patch shall consist of one part resin and one part catalyst which are activated during installation. After curing, the material shall require a minimum of five times the installation torque to remove the fastener. Manufacturer shall provide special installation tools for pinned fasteners.

INSTALLATION INSTRUCTIONS

INSTALLATION INSTRUCTIONS:

1. Determine the location of the Moon Crater Climber and dig the footing hole as shown in Top View. Refer to the Elevation View for footing depth.
2. Attach Moon Crater Climber Side to Moon Crater Climber Side using M10 x 65mm (2 9/16") BHCS Bolt, M10 Flatwasher, and M10 Lock Nut. See Detail 070.
3. Plumb and level the entire assembly and tighten all fasteners.
4. After entire unit is assembled, pour concrete footings within 4" to the top and taper away from post for water drainage. Allow to cure at least 48 hours before use. Temporary bracing may be required until concrete cures.
5. Check that all hardware connections are securely tightened. Smooth away any sharp edges that may have been created during handling and assembly. Install resilient surfacing within the use zone of play structure in accordance with ASTM specifications F1292, and appropriate for the fall height of each structure. Refer to all applicable safety guidelines.

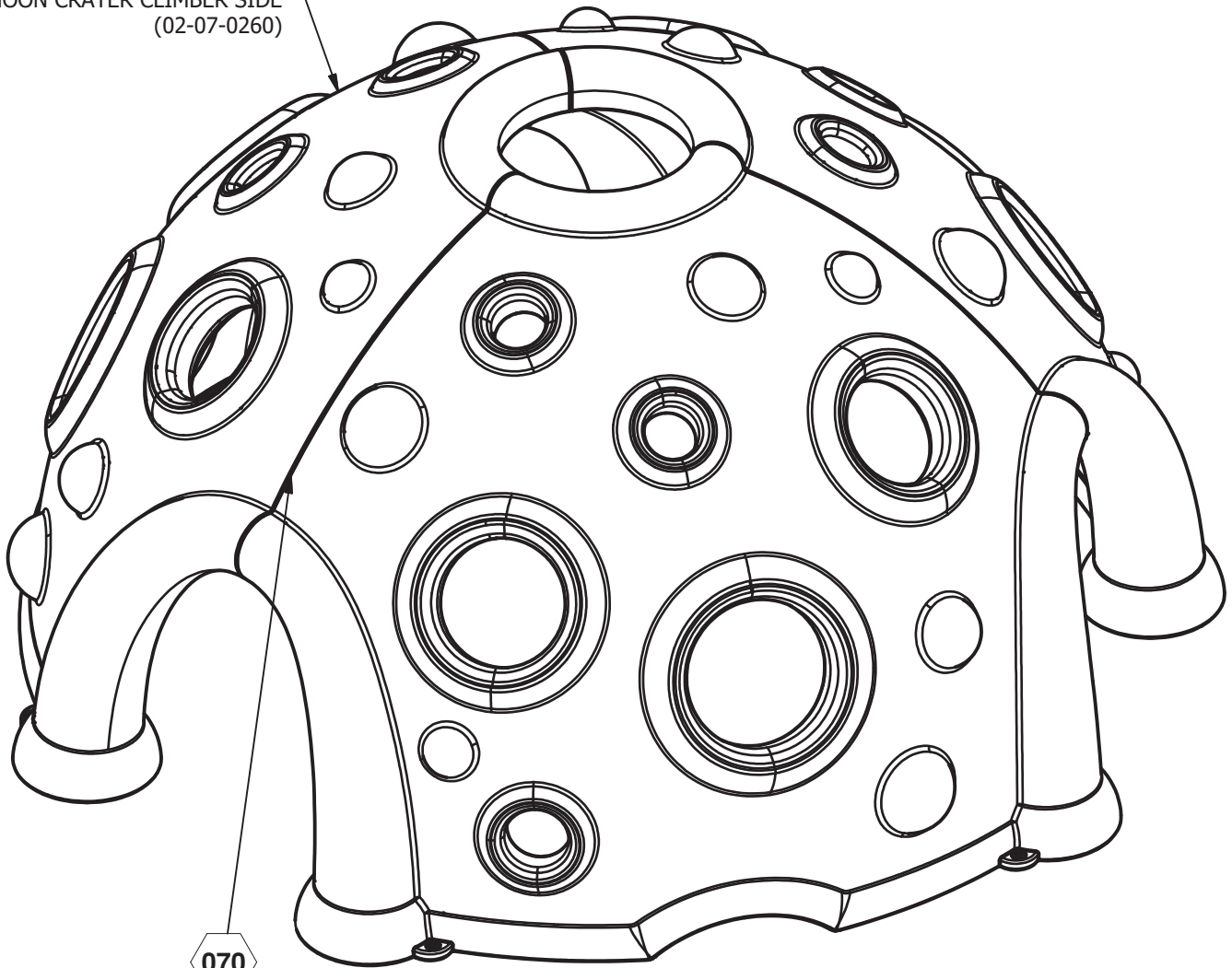
MAINTENANCE PROCEDURE:

Periodically check hardware for tightness, and tighten as necessary. Always check all parts for breakage or wear, and immediately put equipment out of service until any faulty parts found are repaired or replaced. Also Check all metal parts for rust, paint loss and touch-up if necessary with paint. Check for welded areas and verify integrity. Check periodically resilient surfacing for appropriate depth and remove extraneous materials that could cause injury, infection, or disease. Maintain detailed installation, inspection, maintenance, and repair records for each public-use playground equipment.

UPLAY TODAY

MOON CRATER CLIMBER

MOON CRATER CLIMBER SIDE
(02-07-0260)



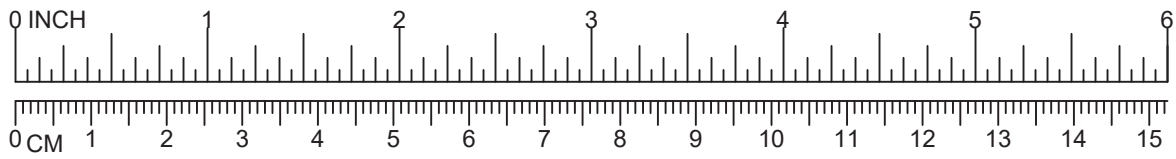
070

UNDERNEATH

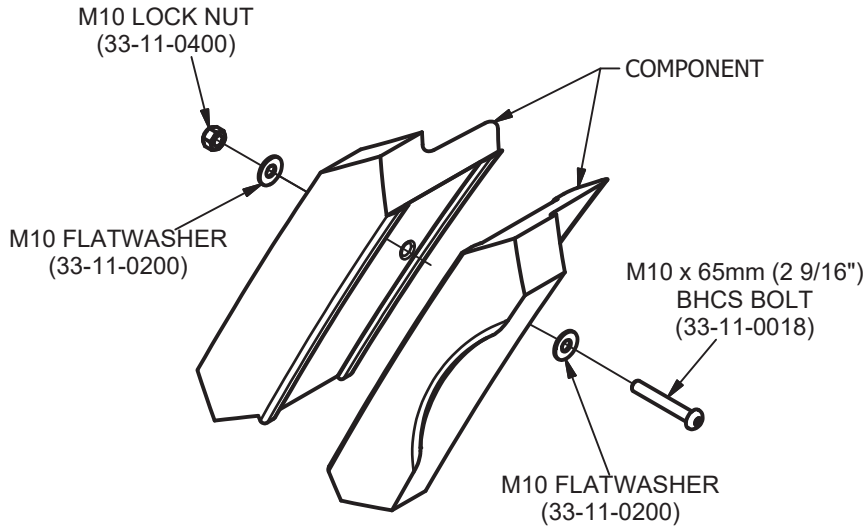
FINISHED ASSEMBLY

 = INSTALLATION DETAIL

Issued/Revised: 1/24/2019



MOON CRATER CLIMBER



070





City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0169

Agenda Date: 5/19/2026

Agenda #: 7.

TO: Honorable Mayor and Members of the City Council

FROM: Scott Miller, Public Works Director and Airport Manager

SUBJECT:
Approve the Minor Amendment #2 to PJ Helicopters 2017-2067 Lease Agreement

RECOMMENDED COUNCIL ACTION:

Approve the Minor Amendment #2 to PJ Helicopters 2017-2067 Lease Agreement and authorize the Mayor and City Attorney to sign Airport Lease Agreement Second Amendment.

SUMMARY:

PJ Helicopters, Inc. (PJ) currently leases approximately 12.7 acres of property from the City at 903 Langley Way in the southeast portion of the City's airport property. The proposed Amendment #2 to the Airport Lease Agreement would modify the existing approved lease area boundary to 15.83 acres total, to incorporate minor development improvements for more efficient use of the site and improve expansion capabilities of the aviation business. The proposed Amendment #2 merely adjusts minor sections of the boundary to encompass those improvements. No other modification to the Lease Agreement is proposed.

PREVIOUS COUNCIL ACTION:

At the March 7th, 2023, City Council meeting, Council approved a Minor Amendment to 50-year lease agreement with the last expansion project as defined in Exhibit A & A-1.

At the May 16th, 2017, City Council meeting, Council approved a 50-year lease agreement as part of an expansion project.

In May of 2001, the City Council approved a previous 50-year ground lease for a 5-acre section of airport property at the future (at that time) Langley Way.

DISCUSSION:

PJ Helicopters has been a long-term tenant at the Red Bluff Municipal Airport. Over the years they have continued to expand their fixed base operations and employ many of the city's residents. Their main campus on Langley Way is located entirely within the 600-acre parcel of airport property. The facility and lease area were established as early as 2001 and is currently shown within the red and blue lines of the attached exhibit per the *LINE LEGEND* per Exhibit "A"- Property Description and Site Map, *LEASED AREA EXHIBIT, sheet SK1*, dated May 12th, 2026. More detail can be found in the previous legal description and site map Exhibit A & A-1 per the March 7th, 2023, Minor Amendment. Currently, PJ's is in the approval process through the City and FAA for an addition to one of their aviation buildings. While the addition is entirely within the existing lease boundary, the Minor Amendment #2 will improve access around the structure along with other operational benefits. Due to the geographical location of PJ's facility and distance from the runway and taxiways, there will be no impact to the other airport users with the expansion of the lease area as part of the Minor

Amendment #2.

The proposed revised lease area legal description and site map exhibit were reviewed by the Airport Commission during their April 8th, 2026, meeting. The Commission unanimously approved Recommending the Amendment for Council approval. The draft copy of the minutes (Agenda Item #4) is attached.

CITY FISCAL IMPACT:

No additional impact to the General Fund.

ATTACHMENTS:

1. Draft PJ Helicopters Amendment #2 Lease Agreement (2017-2067)
2. April 8, 2026, Airport Commission Minutes

**SECOND AMENDMENT
AIRPORT LEASE AGREEMENT, PJ HELICOPTERS, INC
RED BLUFF MUNICIPAL AIRPORT**

WHEREAS The CITY OF RED BLUFF, a Municipal Corporation, hereinafter called CITY, and PJ Helicopters, Inc., hereinafter collectively called LESSEE, have agreed to a Lease Agreement on Red Bluff Municipal Airport property,

WHEREAS said Lease Agreement has a term commencing on July 1st, 2017, and terminating on July 1st, 2067,

WHEREAS said Lease Agreement provided for modification or amendment, only in writing thereof, by duly authorized and executed action, by both CITY and LESSEE, as provided in Section 22 "MODIFICATION",

WHEREAS said Lease Agreement was modified through Council action, as the First Amendment Airport Lease Agreement, PJ Helicopters, Inc Red Bluff Municipal Airport at the March 7th, 2023, City Council meeting,

NOW, THEREFORE, said Lease Agreement shall be modified to as to the revised lease area Exhibit "A"- Property Description and Site Map, *LEASED AREA EXHIBIT, sheet SK1*, dated May 12th, 2026, herein attached. All other existing sections, provisions, dates, etc. of the said Lease Agreement commencing still withstanding. The Amended Lease Agreement shall be effective on May 27th, 2026.

DATED: _____ CITY OF RED BLUFF, Lessor

By: _____
Mayor, JR Gonzales

DATED: _____, Lessee

By: _____

APPROVED AS TO FORM.

City Attorney Sophia Meyer

**SECOND AMENDMENT
AIRPORT LEASE AGREEMENT, PJ HELICOPTERS, INC
RED BLUFF MUNICIPAL AIRPORT**

WHEREAS The CITY OF RED BLUFF, a Municipal Corporation, hereinafter called CITY, and PJ Helicopters, Inc., hereinafter collectively called LESSEE, have agreed to a Lease Agreement on Red Bluff Municipal Airport property,

WHEREAS said Lease Agreement has a term commencing on July 1st, 2017, and terminating on July 1st, 2067,

WHEREAS said Lease Agreement provided for modification or amendment, only in writing thereof, by duly authorized and executed action, by both CITY and LESSEE, as provided in Section 22 "MODIFICATION",

WHEREAS said Lease Agreement was modified through Council action, as the First Amendment Airport Lease Agreement, PJ Helicopters, Inc Red Bluff Municipal Airport at the March 7th, 2023, City Council meeting,

NOW, THEREFORE, said Lease Agreement shall be modified to as to the revised lease area Exhibit "A"- Property Description and Site Map, *LEASED AREA EXHIBIT, sheet SK1*, dated May 12th, 2026, herein attached. All other existing sections, provisions, dates, etc. of the said Lease Agreement commencing still withstanding. The Amended Lease Agreement shall be effective on May 27th, 2026.

DATED: _____ CITY OF RED BLUFF, Lessor

By: _____
Mayor, JR Gonzales

DATED: _____, Lessee

By: _____

APPROVED AS TO FORM.

City Attorney Sophia Meyer

**SECOND AMENDMENT
AIRPORT LEASE AGREEMENT, PJ HELICOPTERS, INC
RED BLUFF MUNICIPAL AIRPORT**

ATTACHMENTS: Exhibit "A"- Property Description and Site Map, *LEASED AREA EXHIBIT*, page SK1, dated May 12th, 2026.

DRAFT

LEGAL DISCRIPTION

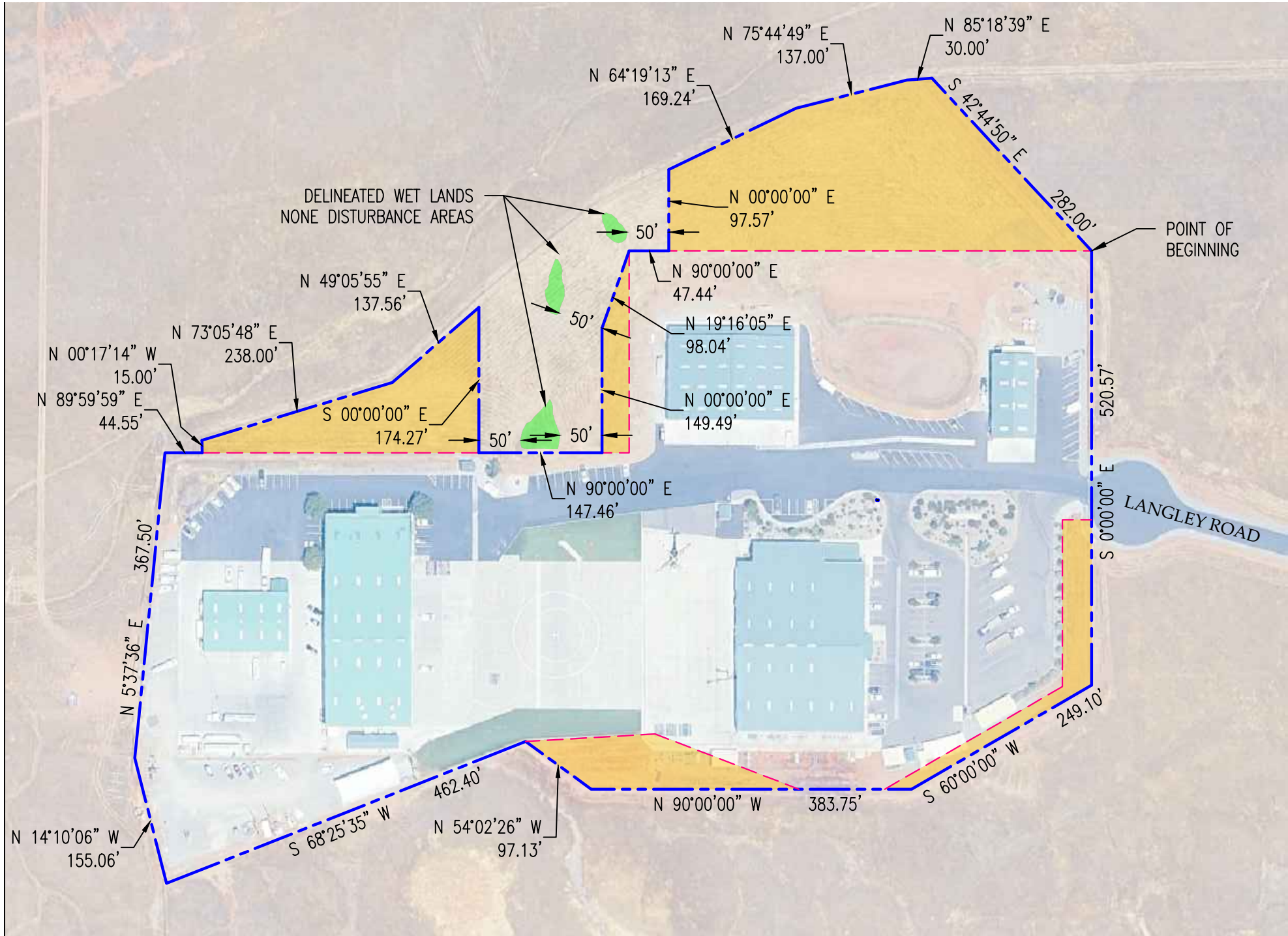
THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE SOUTHEAST ¼ OF SECTION 31, TOWNSHIP 37 NORTH, RANGE 3 WEST, MOUNT DIABLO MERIDIAN, IN THE INCORPORATED CITY OF RED BLUFF, COUNTY OF TEHAMA, STATE OF CALIFORNIA

BEING A PORTION OF LAND WITHIN THE BOUNDARIES OF THE CITY OF RED BLUFF AIRPORT.
DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT WHICH BEARS NORTH 59° 54' 18" WEST A DISTANCE OF 776.49 FEET FROM THE CENTERLINE OF THE INTERSECTION OF LANGLEY ROAD WITH SOUTH JACKSON STREET. SAID POINT BEING A 5/8" REBAR WITH ALUMINUM CAP MARKED L.S. 5110 AS SHOWN ON PARCEL MAP NO. 00-7 FOR THE CITY OF RED BLUFF. RECORDED IN BOOK 12 OF PARCEL MAPS AT PAGE 32, TEHAMA COUNTY RECORDS.

THENCE SOUTH 00° 00' 00" WEST A DISTANCE OF 520.57 FEET;
 THENCE SOUTH 60° 00' 00" WEST A DISTANCE OF 249.10 FEET;
 THENCE NORTH 90° 00' 00" WEST A DISTANCE OF 383.75 FEET;
 THENCE NORTH 54° 02' 26" WEST A DISTANCE OF 97.13 FEET;
 THENCE SOUTH 68° 25' 35" WEST A DISTANCE OF 462.40 FEET;
 THENCE NORTH 14° 10' 06" WEST A DISTANCE OF 155.06 FEET;
 THENCE NORTH 05° 37' 36" EAST A DISTANCE OF 367.50 FEET;
 THENCE NORTH 89° 59' 59" EAST A DISTANCE OF 44.55 FEET;
 THENCE NORTH 00° 17' 14" WEST A DISTANCE OF 15.00 FEET,
 THENCE NORTH 73° 05' 48" EAST A DISTANCE OF 238.00 FEET;
 THENCE NORTH 49° 05' 55" EAST A DISTANCE OF 137.56 FEET;
 THENCE SOUTH 00° 00' 00" EAST A DISTANCE OF 174.27 FEET;
 THENCE NORTH 90° 00' 00" EAST A DISTANCE OF 147.46 FEET;
 THENCE NORTH 00° 00' 00" EAST A DISTANCE OF 149.49 FEET;
 THENCE NORTH 19° 16' 05" EAST A DISTANCE OF 98.04 FEET;
 THENCE NORTH 90° 00' 00" EAST A DISTANCE OF 47.44 FEET;
 THENCE NORTH 00° 00' 00" EAST A DISTANCE OF 97.57 FEET;
 THENCE NORTH 64° 19' 13" EAST A DISTANCE OF 169.24 FEET;
 THENCE NORTH 75° 44' 49" EAST A DISTANCE OF 137.00 FEET,
 THENCE NORTH 85° 18' 39" EAST A DISTANCE OF 30.00 FEET;
 THENCE SOUTH 42° 44' 50" EAST A DISTANCE OF 282.00 FEET;
 TO THE POINT OF BEGINNING.

END DESCRIPTION
CONTAINING 15.83 ACRES OR
689,711 SQUARE FEET,
MORE OR LESS.

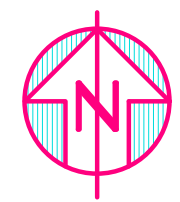


LINE LEGEND

- PROPOSED LEASE BOUNDARY LIMIT
- CURRENT LEASE BOUNDARY LIMIT (LINE REMOVED)

HATCH LEGEND

- LEASE EXPANSION AREA (126,398 SQUARE FEET)
- DELINEATED WETLAND AREA (3,453 SQUARE FEET)



Scale : N.T.S.

**SECOND AMENDMENT
AIRPORT LEASE AGREEMENT, PJ HELICOPTERS, INC
RED BLUFF MUNICIPAL AIRPORT**

ATTACHMENTS: Exhibit "A"- Property Description and Site Map, *LEASED AREA EXHIBIT*, page SK1, dated May 12th, 2026.

DRAFT



CITY OF RED BLUFF

555 Washington Street, Red Bluff, California 96080
(530) 527-2605; Fax (530) 529-6878
www.cityofredbluff.org

AIRPORT COMMISSION MINUTES

Wednesday, April 8, 2026
Council Chambers, City Hall

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Brian Haugen	Chairperson	Absent	
Pete Taylor	Vice Chair	Present	5:30 PM
Robert Moore	Commissioner	Present	5:30 PM
Robert Schmid	Commissioner	Present	5:30 PM
Donna Harman	Commissioner	Present	5:30 PM

STAFF PRESENT

PLEDGE OF ALLEGIANCE

Vice Chair Pete Taylor led the Pledge of Allegiance

CONFLICT OF INTEREST DECLARATION

None

CITIZEN COMMENT

A citizen spoke that supports the proposed museum.

Mitch Carlson, a flight instructor, would like an update on changing the traffic frequency, and he would like to update the council members on the automatic weather reporting system at Red Bluff which has been inoperative for a year, and the National weather service will not be fixed until the building is fixed. It has asbestos, and some black mold

issues and then once that is fixed, they will come and fix their equipment. The person that works for the FAA maintains the equipment is out of the country, however the FAA told Mitch that they have nothing to do with the equipment that it's all the National Weather Service's equipment.

APPROVAL OF DRAFT MINUTES

1. Airport Commission - Special Meeting - May 8, 2025, 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Moore, Commissioner
SECONDER:	Robert Schmid, Commissioner
AYES:	Taylor, Moore, Schmid, Harman
ABSENT:	Haugen

2. Airport Commission - Regular - Jan 14, 2026, 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Moore, Commissioner
SECONDER:	Robert Schmid, Commissioner
AYES:	Taylor, Moore, Schmid, Harman
ABSENT:	Haugen

FIXED BASE OPERATOR REPORT

FBO Gary Walker reported fuel sales are coming up but the gas prices are hurting. Gary reported theft going on at the airport so lock up your items. A car had been broken into by the park fence area.

Regular Agenda

These items include significant financial and administrative actions of special interest that are usually approved individually by a majority vote. The Regular Agenda also includes noticed hearings and public hearings. The deadline for items to be placed on the City's agenda is 5:00 p.m. on the preceding Tuesday, unless a holiday intervenes.

3. NorCal Veteran's Museum Revised Site Map Discussion

Rob Burroughs talked about the Veterans Museum and presented the Veterans Museum Airport updated Site Map and proposal. The Airport Commissioners agreed that the museum is a good idea but voiced many concerns regarding the proposed RV park and camping. They also questioned unauthorized access to the airport from the campers. Questions were also asked regarding duration of construction and available funds for timely completion.

RESULT: NO ACTION NEEDED

4. PJ Helicopter Proposed Lease Amendment

Ted with PJ Helicopters, spoke briefly of the project and was and offered to answer questions. Commissioner Rob Schmid asked if he sees any further plans of additional expansion. Ted said anything is possible. What they are proposing now is immediately needed. The Commissioners agreed that it was a good project and recommended approval for City Council.

RESULT: APPROVED [UNANIMOUS]
MOVER: Robert Moore, Commissioner
SECONDER: Pete Taylor, Vice Chair
AYES: Taylor, Moore, Schmid, Harman
ABSENT: Haugen

5. TCAA Airport Day

Irwin Fust spoke about Airport Day, Saturday May 16th. He presented a map of where the vendors will be setting up and who will be there with their aircraft. Irwin is promoting the airport and hopes everyone will come and enjoy the day.

RESULT: NO ACTION NEEDED

6. Weather Camera Installation Approval

Airport Manager Scott Miller said the City was approached to install live feed weather cameras at RBL. Many airports have these cameras at their airports. Scott demonstrated how to access the WeatherCams and presented how it works and where the pilots can see and obtain information. The Agenda that was emailed had a link where you could access the FAA site with the information. The Commissioners unanimously approved recommending the installation for City Council.

RESULT: APPROVED [UNANIMOUS]
MOVER: Robert Schmid, Commissioner
SECONDER: Pete Taylor, Vice Chair
AYES: Taylor, Moore, Schmid, Harman
ABSENT: Haugen

AIRPORT COMMISSION COMMENTS

Commissioner Rob Schmid would like to address the security at the airport and get an Adhoc committee going. Scott Miller said that a Commission meeting is not needed as there is an Adhoc already. One member had retired so a replacement from the RBPD is needed and the Adhoc meetings could resume.

UPDATES FROM STAFF

None

ADJOURNMENT

Adjourned @ 6:38 pm



City Council

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

Staff Report

File #: 0163

Agenda Date: 5/19/2026

Agenda #: 8.

TO: Honorable Mayor and Members of the City Council

FROM: Robin Kampmann, City Engineer

SUBJECT:
County of Tehama Lease for the Rio & Walnut Transfer Facility

RECOMMENDED COUNCIL ACTION:

Approve the Intergovernmental Agreement between the County of Tehama and the City of Red Bluff regarding lease of the Rio & Walnut Red Bluff Transit Transfer Center, and authorize the City Manager to execute the agreement and related documents.

SUMMARY:

The Rio & Walnut Transit Center is the existing public transit facility located at 735 Rio Street in Red Bluff, adjacent to the southwest intersection of Rio and Walnut, near downtown Red Bluff and the historic Chinatown area. The facility is owned by the City of Red Bluff and is leased by the County. The proposed lease agreement is an updated agreement that proposes the property continued to be leased to the County for continued transit use, operation, maintenance, and future transit-related improvements.

The lease includes the transit facility, grounds, buildings, parking areas, landscaping, and associated infrastructure. Under the agreement, the County may make improvements that are reasonably necessary to support the established transit terminal, including improvements to restrooms, parking, sidewalks, landscaping, and related site features. The lease term runs through January 1, 2031, at a nominal annual rent of \$1.00.

PREVIOUS COUNCIL ACTION:

None

DISCUSSION:

The Rio & Walnut Transit Center serves as a logical intermodal transportation facility for Red Bluff and the surrounding region. The site is intended to accommodate and connect multiple transit services, including TRAX, Amtrak, RABA, and the new North State intercity bus route, providing a centralized point where local and regional services can meet and where passengers can transfer between modes. In that respect, the facility is more than a traditional bus stop or transfer point; it is intended to function as a coordinated mobility hub and regional gateway into the community.

The long-term vision for the site is to improve its usefulness not only for transit operations, but also as a visible and welcoming point of arrival into downtown Red Bluff. Planned improvements are intended to support the facility's role as a public-facing gateway and to help attract travelers from the Interstate 5 corridor into downtown, where they can access local businesses, services, community destinations, and public amenities.

The County has programmed transit and transportation funding in the amount of \$5,381,583, consisting of the following sources:

- State Transit Assistance (STA)
- State of Good Repair (SGR)
- Carbon Reduction Program (CRP)
- Affordable Housing and Sustainable Communities (AHSC)
- Transit and Intercity Rail Capital Program / Zero Emission Transit Capital Program (TIRCP/ZETCP)

The proposed lease agreement supports continued public transit use of a City-owned facility and allows the County to maintain and improve the Rio & Walnut Transit Center using restricted transit funding sources. The project represents a transit-focused capital investment intended to improve rider amenities, access, safety, site functionality, and long-term multimodal connectivity, while also strengthening the facility's role as an intermodal gateway to Red Bluff, preparing the site for future charging infrastructure, and helping draw activity from the regional transportation network into the downtown core.

Because the facility improvements are tied to transit funding, the agreement also includes state and federal transit-related compliance provisions, including Federal Transit Administration-related clauses, Caltrans-connected requirements, prevailing wage compliance language where applicable, and other transportation contract requirements.

CITY FISCAL IMPACT:

COUNTY agrees to pay to City a fixed Annual Rental Sum for the use and occupancy of the Premises, as set forth below:

- The Annual Rental Sum for the period from June 30, 2026, through January 1, 2027, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2027, through January 1, 2028, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2028, through January 1, 2029, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2029, through January 1, 2030, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2030, through January 1, 2031, shall be \$1.00.

The County shall also pay maintenance costs and utilities of and for the Premises during the term of this Agreement and all other sums expressly required to be paid by County pursuant to the terms of the Agreement.

ATTACHMENTS:

1. Rio and Walnut Lease Agreement

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE COUNTY OF TEHAMA AND THE CITY OF RED BLUFF
REGARDING LEASE OF THE RIO & WALNUT TRANSFER FACILITY**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as the “Agreement”) is entered into as of the 19th day of May, 2026 (the “Effective Date”), by and between the COUNTY OF TEHAMA, through its DEPARTMENT OF PUBLIC WORKS (“County” or “Lessee”), and the CITY OF RED BLUFF (“City” or “Lessor”), for the lease of the Rio and Walnut Red Bluff Transit Transfer Center.

1. **RESPONSIBILITIES OF CITY**

During the term of this Agreement, Lessor shall hereby lease unto COUNTY the Premises described as follows: Bus and Ride facility and grounds (hereinafter referred to as the “Premises”) located at 735 Rio Street, Red Bluff, CA. Assessor’s Parcel Numbers 029-384-002 and 029-384-001 are associated with the facility located adjacent to the southwest intersection of Rio and Walnut Street. The lease includes all infrastructure, buildings, parking areas, and landscaping. Lessor shall provide prompt repair or correction for any damage except damage arising from a willful or negligent act of COUNTY’s agents, employees, or guests.

2. **RESPONSIBILITIES OF THE COUNTY**

During the lease term, COUNTY shall maintain the leased premises in good repair and tenantable condition, so as to minimize loss of use of the premises caused by deferred or inadequate maintenance, including, but not limited to:

- Generally maintaining the leased premises in good, vermin-free, operating condition and appearance.
- Furnishing prompt, good quality repair of the building, equipment, and landscaping.
- Furnishing ongoing maintenance and prompt repair of any and all existing special equipment and systems including but not limited to, security and access control, landscaping irrigation systems, lighting, and restroom facilities.

- Furnishing and promptly replacing any inoperative light bulbs, fluorescent tubes, and other lighting as required.
- Furnishing remedial painting as necessary to maintain the premises in a neat, clean and orderly condition.
- Repairing and replacing parking lot bumpers and paving as necessary. Repaint directional arrows, striping, etc., as necessary.
- On a weekly basis, sweeping parking areas and sidewalks, maintaining landscaped areas, including sprinklers, drainage, etc., in a growing, litter- and weed-free, and neatly mowed and/or trimmed condition.
- Keeping all walkways, parking lots, entrances, and auxiliary areas free of litter, water, oil spills, debris, or other materials which may be hazardous to users of the facility. This will include periodic pressure washing to remove undesirable materials.

3. ALTERATIONS/IMPROVEMENTS

COUNTY may make any and all improvements or alterations to the Premises that are reasonably necessary to improve the established transit terminal, restrooms, parking, sidewalks, landscaping and associated physical features upon the Premises. COUNTY shall make such improvements in compliance with all applicable law and at COUNTY's cost and expense.

COUNTY shall negotiate and supervise all contracts for the furnishing of services, labor, and materials for the maintenance of improvements on the Premises at its cost. All such contracts shall require the contracting party to guarantee performance and all workmanship and materials installed by it for a period of one year following the date of completion of improvements.

COUNTY shall cause all contracts to be fully and completely performed in a good and workmanlike manner, all to the effect that the improvements shall be fully and completely constructed and installed in accordance with good engineering and construction practice.

COUNTY shall keep the Premises free and clear from any and all liens, claims, and demands for work performed, materials furnished, or operations conducted on the Premises at the instance or request of COUNTY. Furthermore, any and all alterations, additions, improvements, and fixtures

made or placed in or on the premises by COUNTY or any other person shall on expiration or earlier termination of this Agreement, become the property of City and remain on the premises.

City shall not, under any circumstances be liable for any consequential, exemplary, incidental or punitive damages, or for any compensation or claim whatsoever for inconvenience, loss of business, or annoyance arising from or relating to the COUNTY's loss of use of the Premises or any such personal property. Any property of COUNTY installed or located in the Premises must be removed promptly upon expiration or other termination of this Agreement. Any property of COUNTY not removed within that time may be removed, stored, or disposed of by City.

4. **COMPENSATION AND PAYMENT**

COUNTY agrees to pay to City a fixed Annual Rental Sum for the use and occupancy of the Premises, as set forth below:

- The Annual Rental Sum for the period from June 30, 2026, through December 31, 2026, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2027, through December 31, 2027, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2028, through December 31, 2028, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2029, through December 31, 2029, shall be \$1.00.
- The Annual Rental Sum for the period from January 1, 2030, through December 31, 2030, shall be \$1.00.

Rent shall be paid by check payable to "City of Red Bluff" in advance on or before the first day of each calendar year during the term of this agreement. Payment shall be delivered or mailed to the City at the address below.

As and for additional rent, COUNTY shall pay maintenance costs and utilities of and for the Premises during the term of this Agreement and all other sums expressly required to be paid by COUNTY pursuant to the terms of this Agreement, subject to the terms and conditions contained in this Agreement.

5. **TERM OF AGREEMENT**

This Agreement shall commence on the date of signing and shall terminate December 31, 2030, unless terminated in accordance with Section 6 below. In the event Lessee holds over and continues in possession of the Premises after expiration of the term, Lessee's continued occupancy of the Premises shall be considered an annual tenancy subject to all the terms and conditions of this Agreement.

6. **TERMINATION OF AGREEMENT**

If City or COUNTY fails to perform its duties to the satisfaction of the other party, or if COUNTY or City fails to fulfill in a timely and professional manner its obligations under this Agreement, or if COUNTY or City violates any of the terms or provisions of this Agreement, then the other party shall have the right to terminate this Agreement effective immediately upon giving written notice thereof to the other party. Either party may terminate this Agreement on thirty (30) days' written notice with or without cause. Any rent, utility, maintenance, or other amounts due and owing as of the date of termination shall be paid in accordance with this Agreement. This Agreement may terminate upon written notice should funding cease or be materially decreased or should the COUNTY Board of Supervisors fail to appropriate sufficient funds for this Agreement in any fiscal year.

7. **DESTRUCTION OF PREMISES**

If the Premises or any portion thereof are altered, destroyed, or damaged by fire or other casualty so as to materially hinder effective use of the facilities, through no fault or negligence of COUNTY, COUNTY may terminate this Agreement upon thirty (30) days written notice to City. In such event, COUNTY shall have no obligation to repair any damage to any portion of premises.

The COUNTY's right to terminate this agreement may be exercised by the Director of Public Works.

8. **ENTIRE AGREEMENT; MODIFICATION**

This Agreement for the lease of the Premises specified herein supersedes all previous agreements for the lease of the Premises and constitutes the entire understanding between the parties hereto. COUNTY shall be entitled to no other benefits other than those specified herein. No changes, amendments, or alterations shall be effective unless in writing and signed by both parties. COUNTY specifically acknowledges that, in entering into and executing this Agreement, COUNTY relies solely upon the provisions contained in this Agreement and no other oral or written representation.

9. **NONASSIGNMENT OF AGREEMENT**

Inasmuch as this Agreement is intended to provide for the lease of the Premises to COUNTY, COUNTY may not assign, transfer, delegate, or sublet any interest herein without the prior written consent of the City.

10. **EMPLOYMENT STATUS**

COUNTY shall, during the entire term of this Agreement, be construed to be an independent agency, and nothing in this Agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow City to exercise discretion or control over the manner in which COUNTY operates, maintains, or uses the Premises, except as expressly provided in this Agreement. The sole interest of City is to ensure that this Agreement is rendered and performed in a competent, efficient, and satisfactory manner.

11. **INDEMNIFICATION**

COUNTY shall defend, hold harmless, and indemnify City, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees of City), damages, judgments, or decrees by reason of any person's or persons' injury, including death, or property (including property of City) being damaged, arising out of COUNTY's performance of work hereunder or its failure to comply with

any of its obligations contained in this agreement, whether by negligence or otherwise. COUNTY shall, at its own expense, defend any suit or action founded upon a claim of the foregoing. City shall defend, hold harmless, and indemnify COUNTY, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees of COUNTY), damages, judgments, or decrees by reason of any person's or persons' injury, including death, or property (including property of COUNTY) being damaged, arising out of City's performance of work hereunder or its failure to comply with any of its obligations contained in this agreement, whether by negligence or otherwise. The City shall, at its own expense, defend any suit or action founded upon a claim of the foregoing.

12. **INSURANCE**

COUNTY shall procure and maintain insurance pursuant to Exhibit A, "Insurance Requirements for Lessee," attached hereto and incorporated by reference.

13. **PREVAILING WAGE**

COUNTY certifies that it is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services hereunder are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, COUNTY agrees to fully comply with and to require its subcontractors to fully comply with such Prevailing Wage Laws, to the extent that such laws apply. If applicable, City will maintain the general prevailing rate of per diem wages and other information set forth in Labor Code section 1773 at its principal office and will make this information available to any interested party upon request. COUNTY shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties, or interest arising out of any failure or alleged failure of COUNTY or its subcontractors to comply with the Prevailing Wage Laws. Without limiting the generality of the foregoing, COUNTY specifically

acknowledges that City has not affirmatively represented to COUNTY in writing, in the call for proposal, or otherwise, that the work to be covered by the proposal or contract was not a “public work.” To the fullest extent permitted by law, COUNTY hereby specifically waives and agrees not to assert, in any manner, any past, present, or future claim for indemnification under Labor Code section 1781.

COUNTY acknowledges the requirements of Labor Code sections 1725.5 and 1771.1, which provide that no contractor or subcontractor may be listed on a bid proposal for a public works project submitted on or after March 1, 2015, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5, with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a).

COUNTY acknowledges that no contractor or subcontractor may be awarded a contract for public works on a public works project awarded on or after April 1, 2015, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

If the services are being performed as part of the applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, COUNTY acknowledges that this agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

14. **NON-DISCRIMINATION**

COUNTY shall not employ discriminatory practices in the treatment of persons in relation to the circumstances provided for herein, including assignment of accommodations, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.

15. **GREEN PROCUREMENT POLICY**

Through Tehama County Resolution No. 2021-140, the County adopted the Recovered Organic Waste Product Procurement Policy (available upon request) to (1) protect and conserve natural resources, water and energy; (2) minimize the jurisdiction’s contribution to pollution and solid waste disposal; (3) comply with state requirements as contained in 14 CCR Division 7, Chapter

12, Article 12 (SB 1383); (4) support recycling and waste reduction; and (5) promote the purchase of products made with recycled materials, in compliance with the California Integrated Waste Management Act of 1989 (AB 939) and SB1382 when product fitness and quality are equal and they are available at the same or lesser cost of non-recycled products. Contractor shall adhere to this policy as required therein and is otherwise encouraged to conform to this policy.

16. **COMPLIANCE WITH LAWS AND REGULATIONS**

All activities to be performed by COUNTY under this Agreement shall be performed in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Any change in status, licensure, or ability to perform activities, as set forth herein, must be reported to the City immediately.

17. **LAW AND VENUE**

This agreement shall be deemed to be made in, and shall be governed by and construed in accordance with the laws of the State of California (excepting any conflict of laws provisions which would serve to defeat application of California substantive law). Venue for any action arising from this agreement shall be in Tehama County, California.

18. **AUTHORITY**

Each party executing this Agreement and each person executing this Agreement in any representative capacity hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person or entity on whose behalf the signing party is purporting to act.

19. **NOTICES**

Any notice required to be given pursuant to the terms and provisions of this agreement shall be in writing and shall be sent first class mail to the following addresses:

If to City: Tom Westbrook, City Manager
555 Washington Street
Red Bluff, CA 96080

If to COUNTY: Jessica Riske-Gomez, Deputy Director
1509 Schwab Street
Red Bluff, CA 96080

Notice shall be deemed to be effective two days after mailing.

20. **NON-EXCLUSIVE AGREEMENT:**

COUNTY understands that this is not an exclusive agreement, and that City shall have the right to negotiate with and enter into agreements with others providing the same or similar use of the Premises, or to perform such use with City's own forces, as City desires..

21. **RESOLUTION OF AMBIGUITIES:**

If an ambiguity exists in this Agreement, or in a specific provision hereof, neither the Agreement nor the provision shall be construed against the party who drafted the Agreement or provision.

22. **NO THIRD PARTY BENEFICIARIES:**

Neither party intends that any person shall have a cause of action against either of them as a third party beneficiary under this Agreement. The parties expressly acknowledge that it is not their intent to create any rights or obligations in any third person or entity under this Agreement. The parties agree that this Agreement does not create, by implication or otherwise, any specific, direct or indirect obligation, duty, promise, benefit and/or special right to any person, other than the parties hereto, their successors and permitted assigns, and legal or equitable rights, remedy, or claim under or in respect to this Agreement or provisions herein.

IN WITNESS WHEREOF, City and COUNTY have executed this agreement on the day and year set forth below upon signature Director of 'Public Works.

CITY OF RED BLUFF

Date: _____
_____ JR Gonzales, Mayor

TEHAMA COUNTY DEPARTMENT OF PUBLIC WORKS

Date: _____
_____ Tom Provine, Interim Director

Approved as to form by
Tehama County Counsel

By: Maragret Long

Approved as to form by
Red Bluff City Attorney:

By: Sophia Meyer

Exhibit A

INSURANCE REQUIREMENTS FOR COUNTY

COUNTY shall procure and maintain, for the duration of the lease, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work described herein and the results of that work by Contractor, his/her agents, representatives, employees or subcontractors. At a minimum, COUNTY shall maintain the insurance coverage, limits of coverage and other insurance requirements as described below.

Commercial General Liability (including operations, products and completed operations)

\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If coverage is subject to an aggregate limit, that aggregate limit will be twice the occurrence limit, or the general aggregate limit shall apply separately to this project/location.

Automobile Liability

Automobile liability insurance is required with minimum limits of \$1,000,000 per accident for bodily injury and property damage, including owned and non-owned and hired automobile coverage, as applicable to the scope of services defined under this agreement.

Workers' Compensation

If COUNTY has employees, he/she shall obtain and maintain continuously Workers' Compensation insurance to cover COUNTY and Contractor's employees and volunteers, as required by the State of California, as well as Employer's Liability insurance in the minimum amount of \$1,000,000 per accident for bodily injury or disease.

Professional Liability (Contractor/Professional services standard agreement only)

If COUNTY assigns a state-licensed architect, engineer, contractor, counselor, attorney, accountant, medical provider, and/or other professional licensed by the State of California to practice a profession, COUNTY shall provide and maintain in full force and effect while providing services pursuant to this contract a professional liability policy (also known as Errors

and Omissions or Malpractice liability insurance) with single limits of liability not less than \$1,000,000 per claim and \$2,000,000 aggregate on a claims made basis. However, if coverage is written on a claim made basis, the policy shall be endorsed to provide coverage for at least three years from termination of agreement.

If COUNTY maintains higher limits than the minimums shown above, City shall be entitled to coverage for the higher limits maintained by Contractor.

All such insurance coverage, except professional liability insurance, shall be provided on an “occurrence” basis, rather than a “claims made” basis.

Endorsements: Additional Insureds

The Commercial General Liability and Automobile Liability policies shall include, or be endorsed to include “City, its elected officials, officers, employees and volunteers” as an additional insured.

The certificate holder shall be “City of Red Bluff.”

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions of \$25,000 or more must be declared to, and approved by, the City. The deductible and/or self-insured retentions will not limit or apply to COUNTY’s liability to City and will be the sole responsibility of COUNTY.

Primary Insurance Coverage

For any claims related to this project, COUNTY’s insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of COUNTY’s insurance and shall not contribute with it.

Coverage Cancellation

Each insurance policy required herein shall be endorsed to state that “coverage shall not be reduced or canceled without 30 days’ prior written notice certain to the City.”

Acceptability of Insurers

COUNTY's insurance shall be placed with an insurance carrier holding a current A.M. Best & Company's rating of not less than A:VII unless otherwise acceptable to the City. The City reserves the right to require rating verification. COUNTY shall ensure that the insurance carrier shall be authorized to transact business in the State of California.

Subcontractors

COUNTY shall require and verify that all subcontractors maintain insurance that meets all the requirements stated herein.

Material Breach

If for any reason, COUNTY fails to maintain insurance coverage or to provide evidence of renewal, the same shall be deemed a material breach of contract. City, in its sole option, may terminate the contract and obtain damages from COUNTY resulting from breach. Alternatively, City may purchase such required insurance coverage, and without further notice to Contractor, City may deduct from sums due to COUNTY any premium costs advanced by City for such insurance.

Policy Obligations

COUNTY's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

Verification of Coverage

COUNTY shall furnish City with original certificates and endorsements effecting coverage required herein. All certificates and endorsements shall be received and approved by the City prior to City signing the agreement and before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0167

Agenda Date: 5/19/2026

Agenda #: 9.

TO: Honorable Mayor and Members of the City Council

FROM: Tom Westbrook, City Manager

SUBJECT:
City Engineer NorthStar Agreement Extension - Addendum No. 7

RECOMMENDED COUNCIL ACTION:

Authorize the City Manager to sign proposed contract Addendum No. 7 (Attached) with NorthStar to continue providing the City of Red Bluff with City Engineer services for a three-year period with the option of termination by either party giving a 30-day notice.

SUMMARY:

On September 6, 2016, Robin Kampmann and NorthStar staff began providing Public Works Director and City Engineer services to the City. Six months later, Ms. Kampmann was appointed the Public Works Director and City Engineer. The current NorthStar Agreement Addendum No. 6 has run its course, and staff recommends renewing the Agreement for a three-year period, which would set a new ending date of June 30, 2029, and also includes an option that both parties can terminate the Agreement by giving 30 days' notice.

PREVIOUS COUNCIL ACTION:

On September 6, 2016, the City Council approved an agreement with NorthStar Engineering to provide services equivalent to City's Public Works Director/City Engineer on an interim basis. Thereafter, Ms. Kampmann was appointed as the City's Interim Public Works Director/City Engineer.

March 21, 2017, City Council appointed Ms. Kampmann as the City of Red Bluff Public Works Director/City Engineer (no longer "Interim") and authorized the Mayor to sign the proposed Professional Services Agreement (attached).

June 5, 2018, City Council approved Amendment No. 1 (attached) to extend the Professional Services Agreement one year. The City Council has expressed a desire for a longer-term contract with Ms. Kampmann.

March, 19, 2019, City Council approved Amendment No. 2 (attached) to extend the Professional Services Agreement by three years.

April 19, 2022, City Council approved Amendment No. 3 (attached) to extend the Professional Services Agreement by 180 days.

September 20, 2022, City Council approved Amendment No. 4 (attached) to extend the Professional Services Agreement by 90 days.

December 20, 2022, City Council approved Amendment No. 5 (attached) to extend the Professional Services Agreement by 180 days.

June 20, 2023, City Council approved Amendment No. 6 (attached) to extend the Professional Services Agreement by three years.

DISCUSSION:

Staff recommends that the City Council authorize the City Manager to sign Addendum No. 7 (attached) to the original agreement allowing the City to continue to receive professional services from NorthStar and Ms. Kampmann. The proposal would allow up to 32 hours a month and if additional services were requested, they would be handled through a task order. It is anticipated that most of the hours would be worked remotely but at the discretion of the City Manager or Public Works Director there could be office hours.

As the Public Works Director, Scott Miller oversees the operations of both the Engineering Division and the Public Works Department but is not currently a licensed Civil Engineer. Therefore, it is necessary to retain the services of Robin Kampmann and NorthStar as Ms. Kampmann is a licensed Civil Engineer in the State of California and can review, sign and stamp improvements plans, construction documents, and final maps on behalf of the City of Red Bluff.

Addendum No. 7 includes a proposed hourly rate for Ms. Kampmann's services at \$208.00 for 2026, \$218.00 for 2027, and \$229.00 for 2028. In the existing agreement with NorthStar, Ms. Kampmann's rate of pay is \$198.00 to June 30, 2026. Addendum No. 7 has a provision that allows the City Manager to reduce the work hours of Ms. Kampmann based on the need for engineering services. Staff recommends the City Council approve Addendum No. 7.

CITY FISCAL IMPACT:

The 2026/2027 budget contains funding for the City Engineer.

ATTACHMENTS:

1. NorthStar Addendum 1 and Agreement
2. Addendum 2
3. Addendum 3
4. Addendum 4
5. Addendum 5
6. Addendum 6
7. Addendum 7
8. Addendum 8



**ADDENDUM NO. 1
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT**

DATE: May 25, 2018

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Rick Crabtree

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/Public Works Director Services **NS#:** 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated March 13, 2017. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below. This agreement will extend the existing contract term which expired on March 13, 2018 for an additional 1 year.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

CLIENT:

BY: _____

BY: _____

TITLE: _____

TITLE: _____

SIGNED: _____

SIGNED: _____

DATE: _____

DATE: _____

CONSULTANT:

CONSULTANT:

BY: Robin Kampmann, PE

BY: Nick Weigel, PE

TITLE: Senior Engineer

TITLE: President

LICENSE NO. RCE 73943

LICENSE NO. RCE 66282

SIGNED: _____

SIGNED: _____

DATE: _____

DATE: _____

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	



Civil Engineering
Architecture
Environmental
Planning
Surveying
Water Resources

EXHIBIT "A"
ADDITIONAL SCOPE OF SERVICES

As requested NorthStar will continue to provide the City Engineer/Public Works Director services described below for an additional one year from the expiration date of the original contract, March 13, 2018. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar.

The services include:

Provide City Engineer/Public Works Director services as requested by the City of Red Bluff City Manager. The general duties of the City Engineer /Public Works Director may include those as described in the Class Specification Public Works Director/City Engineer dated 02/15/2011.

Robin Kampmann, PE will be the acting City Engineer/Public Works Director and will be in charge of the day to day work effort for the City and will be the primary point of contact for the City. Robin will attend the following regular hours at the City of Red Bluff:

Tuesdays – 8:30am to 5:00pm

Thursdays – 8:30am to 5:00pm

City Council Meetings – 1st and 3rd Tuesday of every month

Additional hours will be requested by the City Manager. Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Mark Adams, PE – Water, Wastewater, Management, Project Review and Plan Checking

Neil Graber, PE – Capital Project, Traffic Engineering and Transportation Planning

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD

Kirk Koester, PE – Design Engineer

Steve Brands, EIT – Civil Drafting Services



NORTHSTAR

... Designing Solutions

Civil Engineering
Architecture
Environmental
Planning
Surveying
Water Resources

EXHIBIT "B" COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates as attached.

STANDARD HOURLY CHARGES Effective July 1, 2017

Engineering/Surveying

Principal Engineer/Surveyor	\$185.00 per hour
Senior Managing Engineer	\$170.00 per hour
Senior Engineer/Surveyor	\$160.00 per hour
Associate Engineer/Surveyor	\$140.00 per hour
Assistant Engineer/Surveyor	\$125.00 per hour
Junior Engineer/Surveyor	\$105.00 per hour
Senior Designer/Technician	\$ 95.00 per hour
Junior Designer/Technician	\$ 85.00 per hour
Party Chief	\$160.00 per hour
Two-Person Survey Crew	\$200.00 per hour
Three-Person Survey Crew	\$240.00 per hour
Two-Person Survey Crew (Prevailing Wage)	\$290.00 per hour

Architecture

Senior Architect	\$160.00 per hour
Architect	\$140.00 per hour
Architectural Job Captain	\$115.00 per hour
Architectural Drafter	\$ 95.00 per hour

Environmental/Planning/GIS

Principal Biologist/Botanist/Planner	\$150.00 per hour
Senior Biologist/Botanist/Planner	\$130.00 per hour
Associate Biologist/Botanist/Planner	\$110.00 per hour
Assistant Biologist/Botanist/Planner	\$ 95.00 per hour

Administrative

Administrative / Accounting / Clerical	\$ 80.00 per hour
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Other

Litigation Support – Expert Witness Testimony	\$375.00 per hour
ATV/Snowmobile/Trimble GPS Unit	\$ 60.00 per day
Boat	\$130.00 per day
Mileage	\$ 0.55 per mile
Reproduction, Materials, Fees, Special Mail, Etc.	Cost + 15%
Subcontractors	Cost + 15%



Civil Engineering
Architecture
Environmental
Planning
Surveying
Water Resources

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CLIENT AND CONSULTANT**

DATE: March 13, 2017

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Rick Crabtree

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/ Public Works Director Services NS#: 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

Client agrees to engage Consultant according to the terms of this agreement ("the Agreement").

1. Consultant agrees to perform the services set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Scope of Services").
2. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference. Consultant reserves the right to increase the rates set forth in Exhibit "B" at reasonable intervals.
3. Client agrees to provide Consultant with any and all documents necessary to identify the ownership location and the condition of the Property, including but not limited to, deeds, maps, title reports and information, and permits; and to obtain for Consultant, upon request, the authorization of the owner to enter upon the Property for the purpose of conducting Consultant's Services thereon.

B. GENERAL PROVISIONS:

Client and Consultant agree that the following provisions shall be part of this Agreement:

1. **Ownership of Work Product.** Client acknowledges that all original papers, documents, maps, surveys, and other work product of Consultant and copies thereof produced by Consultant pursuant to this Agreement, except documents which are required to be filed with public agencies, shall remain the property of Consultant. This includes documents in electronic form. Consultant shall have the unrestricted right to use any such work product, for any purpose whatsoever, without the consent of Client. Client further acknowledges that its right to utilize the services and work product performed pursuant to this Agreement will continue only so long as Client is not in default pursuant to the terms and conditions of this Agreement and Client has performed all obligations under this Agreement.
2. **Use of Work Product.** Client agrees not to use or permit any other person to use final maps, exhibits, legal descriptions, surveys, plans, details, calculations, or other work product ("Work Product") prepared by Consultant, which Work Product is not final and which is not signed, and stamped or sealed by Consultant. Client agrees that Consultant is not responsible for any such use of non-final Work Product and waives any right to claim liability against Consultant therefore. Client further agrees that final Work Product is for the sole use of Client for the specified purpose described in Exhibit A of this Agreement. Such final Work Product may not be altered or reproduced in any way nor used on any other project or for any other purposes than as specifically authorized by Consultant in writing prior to any such use, alteration, or reproduction.
3. **Changes in Work Product.** In the event Client agrees to permit or authorizes changes in the documents prepared by Consultant pursuant to this Agreement, to which changes Consultant has not previously consented to in writing, Client acknowledges that such changes and the effects thereof are not the responsibility of Consultant and Client agrees that Consultant is automatically released from any and all liability arising there from and further agrees to defend, indemnify and hold harmless Consultant, its officers, directors, principals, agents and employees from and against all claims, demands, damages or costs arising there from unless caused by the sole negligence or willful misconduct of Consultant.

Agreement for Professional Services

NS#: 12-265

Client Initials

Consultant Initials

RK

4. **Standard of Care.** Consultant's services are to be performed pursuant to generally accepted standard of practice in effect at the time of performance and in the same or similar locale. Consultant makes no warranty either expressed or implied as to its findings, recommendations, or professional advice, except for compliance with the above standards.

5. **Basis of Compensation and Method of Payment.** Client recognizes that prompt payment of Consultant's invoices is an essential aspect of the overall consideration Consultant requires for providing service to Client. Accordingly, Client agrees to advise Consultant as to the person to whom invoices should be addressed and such other pertinent details Consultant should observe to help Client expedite payment.

Accounts are billed by the Consultant during the third week of each month for work done in the previous month, are due upon presentation and shall be considered Past Due if not paid within 30 days of receipt. If payment is not received by Consultant within 30 days of receipt, Client shall pay as interest an additional charge of one-and-one-half (1.5) percent (or the maximum allowable by law, whichever is lower) of the Past Due amount per month. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

Payment of any invoice by Client to Consultant shall be taken to mean that Client is satisfied with Consultant's services and is not aware of any deficiencies in those services.

If Client objects to any portion of an invoice, Client shall so notify Consultant in writing within 14 calendar days of the invoice date, and Client and Consultant shall work together to resolve the matter within 60 days of its being called to Consultant's attention. Client shall identify the specific cause of the disagreement and shall pay when due that portion of the invoice not in dispute. Interest as stated above shall be paid by Client on all disputed invoiced amounts resolved in the Consultant's favor and unpaid for more than 30 calendar days after date of submission. If resolution of the matter is not attained within 60 days, either party may terminate the Agreement in accordance with conditions indicated in the Termination of Contract clause.

If Client for any reason fails to pay the undisputed portion of Consultant's invoices within 30 days of the invoice date, Consultant has the right to cease work on the project and Client shall waive any claim against Consultant for damages and/or delays attributable to the cessation of services, and shall defend and indemnify Consultant from and against any claims for injury or loss stemming from Consultant's cessation of service. Client shall also pay Consultant the cost associated with premature project demobilization. In the event the project is remobilized, Client shall also pay the cost of remobilization, and shall renegotiate appropriate contract terms and conditions, such as those associated with budget, schedule or scope of service.

Under the Mechanic's Lien Law (California Code of Civil Procedure, Section 1181 et. seq.) any contractor, subcontractor, laborer, supplier, or other person who helps to improve your property but is not paid for his work or supplies, has a right to enforce a claim against your property.

6. **Suspension or Termination of Performance.** In addition to any other rights Consultant may have for default of Client, if Client fails to pay Consultant within thirty (30) days after invoices are rendered, Client agrees invoices shall be considered past due and Consultant shall have the right to consider such default in payment a material breach of this Agreement, and upon written notice, the duties, obligations, and responsibilities of Consultant under this Agreement may be suspended or terminated at Consultant's sole option.

7. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer may be withdrawn making it null and void. Once this Agreement has commenced, it may be terminated by either Client or Consultant upon 90 days written notice to the other party. Client shall bring all outstanding charges current prior to termination of Agreement.

8. **Changed Conditions.** In the event Client discovers or becomes aware of changed field or other conditions which necessitate clarification, adjustments, modifications or other changes, Client agrees to notify Consultant and engage Consultant to prepare the necessary clarifications, adjustments, modifications or other changes to Consultant's services before further activity proceeds. Further, Client agrees that any construction contracts for any project which involves Consultant's Work Product shall include a provision that requires the contractor to notify Client of any changed field or other conditions after which Client shall timely notify Consultant. Changes to any applicable codes, laws, ordinances and regulations that require changes to the calculations, drawings and specifications may result in additional charges.

9. **Extra Work.** Client acknowledges that the scope of services described in Exhibit "A" are based upon conditions and requirements existing at the time of the execution of this Agreement. Client further acknowledges that clarifications, adjustments, modifications, and other changes may be necessary to reflect changed conditions or requirements. No tasks outside the agreed scope of services will be performed without prior written approval of the Client. Client agrees that if services not specified in this Agreement are provided, Client agrees to timely pay for all such services as "Extra Work" at the rates set forth (unless otherwise agreed herein) in Exhibit "B." Any such additional services shall be performed subject to the terms and conditions of this Agreement as if specifically provided for herein.

10. **Payment of Costs.** Client shall pay the costs of checking and inspection fees, all application fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees and all other fees, permits, bond premiums, title company charges,

Agreement for Professional Services

Client Initials ME

NS#: 12-265

Page 2 of 8

Consultant Initials RK

blueprints and reproductions, and all other charges not specifically covered by the terms of this Agreement. In the event all or any portion of the services are suspended, and restarted, Client agrees to pay Consultant on demand, as extra service, any additional expense or services required by Consultant as a result of suspension of the services.

11. Indemnity. Client agrees to the fullest extent permitted by law, to indemnify and hold Consultant, its officers, directors, and employees harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by Client's conduct in connection with the project and the acts of its contractors, subcontractors, consultants or anyone for whom Client is legally liable.

Consultant agrees, to the fullest extent permitted by law, to indemnify and hold the Client, its officers, directors, and employees (collectively "Client"), harmless against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by Consultant's negligent performance of professional services under this Agreement and that of its sub consultants or anyone for whom Consultant is legally liable. Neither Consultant nor the Client shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

12. Delays. Consultant is not responsible for delay caused by activities or factors beyond Consultant's control including, but not limited to, delays caused by strikes, lockouts, work slowdowns or stoppages, accidents, inclement weather, acts of God, failure of Client to timely furnish payment as defined in Section B number 5 in this agreement, information or approval or disapproval Consultant's work, faulty or untimely performance by Client or others, including contractors and governmental agencies. In the event such delays occur, Client agrees to save and hold Consultant harmless therefore.

13. Lien rights. This Agreement shall not be construed to alter, affect or waive any lien or stop notice right or other remedy, which Consultant may have for the performance of services pursuant to this Agreement. Client agrees to separately provide to Consultant the present name and address of the record owner of the property on which Consultant is to perform its services. Client also agrees to separately provide Consultant with the name and address of any and all persons, including lenders, who are entitled to receive a preliminary notice.

14. Liability Limits. Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

15. Waiver. Waiver by Consultant of any term, condition, or covenant, or breach of any term, condition, or covenant, shall not constitute the waiver of any other term, condition, or covenant, or the breach of any other term, condition, or covenant and any such waiver shall not constitute a continuing waiver thereof.

16. Advisory Only. Consultant shall only act in an advisory capacity to Client in governmental relations. Client shall be responsible for all decision-making activities therein.

17. Validity. If any term, condition, or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall be valid and binding on Client and Consultant.

18. Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

19. Dispute Resolution: All claims, disputes, and other matters in controversy between Consultant and Client arising out of or in any way related to the Agreement will be submitted to non-binding mediation as a condition precedent to other remedies provided by law. If a dispute arises related to the services provided under the Agreement and that dispute requires litigation in addition to mediation as provided above, then:

- A. The claim will be brought and tried in the County where Client's principal place of business is located; and
- B. The prevailing party will be entitled to recover all reasonable costs incurred, including reasonable attorneys' fees.

20. Time Bar to Litigation: All legal actions by either party against the other for breach of the Agreement or for the failure to perform in accordance with the applicable standard of care, however denominated, shall be barred two (2) years from the time claimant knew or should have known of its claim, but in no event, no later than four (4) years from completion or cessation of Consultant's services.

21. Assignment. This Agreement shall not be assigned by either Client or Consultant without the prior written consent of the other. Consultant may, at Consultant's sole discretion, subcontract to third parties portions of the services to be performed

hereunder.

22. Inurement. The Agreement shall inure to and be binding upon the heirs, executors, administrators, successors and assigns of Client and Consultant. Nothing in this Agreement however, shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Consultant. Consultant's services under this Agreement are being performed solely for the Client's benefit and no other party or entity shall have any claim against Consultant because of this Agreement or the performance or nonperformance of services hereunder.

23. Entire Agreement. This Agreement contains the entire agreement between Client and Consultant relating to the project and the provision of services to the project. Any prior agreements, promises, negotiations or representations not expressly set forth in this Agreement are of no force or effect. Subsequent modifications to this Agreement shall be in writing and signed by both Client and Consultant.

24. Acceptance and Commencement. By execution of this Agreement Client accepts the terms hereof, acknowledges receipt of a copy hereof, including all exhibits, and authorizes Consultant to proceed with the services. In the event Client is not the owner of the property, Client represents that Client has obtained permission from said owner for Consultant to proceed.

25. Code Compliance. Consultant shall exercise usual and customary professional care in rendering a design complying with Consultant's current understanding of the applicable federal, state or local Code requirements. However, Consultant makes no guarantee or warranty either expressed or implied that its design complies with the Code. Client acknowledges that the standards for design practice under the Code are still evolving.

26. Obtaining Permits from Governing Agencies. Obtaining permits from the governing agencies for the Project is an important step in the construction process (where required). Duties of these agencies that add value to the Project include, but are not limited to, the plan check process and construction inspection, if applicable.

All Instruments of Service provided by Consultant are only valid if permits have been obtained. If permits have not been obtained, where required, all Instruments of Service shall be considered null and void. Client hereby waives any claim against Consultant for loss allegedly arising from the Project if the required permits have not been obtained.

It is the duty of the Client to notify Consultant if they are aware that any public agency permits have not been obtained. If Consultant becomes aware that permits have not been obtained (where required), Consultant is obligated to cease work on the Project, as required by California state law. Consultant may also, at its option, inform some or all parties involved with the Project of the absence of permits. These parties may include, but are not limited to, the Contractor, Architect, Owner and building department. California state law does not impose a duty on Consultant to investigate whether or not permits have been obtained.

27. Third-Party Beneficiaries. Nothing contained in the Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party, against either Client or Consultant. Consultant's services under the Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against Consultant because the Agreement or the performance or non-performance of services hereunder. Client and Consultant agree to require similar provisions in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.

28. Preparation of Agreement. By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:
 BY: Richard Crabtree
 TITLE: City Manager/Attorney
 SIGNED: [Signature]
 DATE: 3-22-17

CLIENT:
 BY: Gary Jones
 TITLE: Mayor
 SIGNED: [Signature]
 DATE: 3/21/17

CONSULTANT:
 BY: Robin Kampmann, PE
 TITLE: Senior Engineer
 LICENSE NO. RCE 73943
 SIGNED: [Signature]
 DATE: 3/13/17

CONSULTANT:
 BY: Nick Weigel, PE
 TITLE: President
 LICENSE NO. RCE 66282
 SIGNED: [Signature]
 DATE: 3/13/17

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	ANNOTATED PLAT
	EXHIBIT "D"	



Civil Engineering
Architecture
Environmental
Planning
Surveying
Water Resources

EXHIBIT "A" SCOPE OF SERVICES

Consultant agrees to perform the following services:

Provide City Engineer/Public Works Director services as requested by the City of Red Bluff City Manager. The general duties of the City Engineer /Public Works Director may include those as described in the Class Specification Public Works Director/City Engineer dated 02/15/2011.

Robin Kampmann, PE will be the acting City Engineer/Public Works Director and will be in charge of the day to day work effort for the City and will be the primary point of contact for the City. Robin will attend the following regular hours at the City of Red Bluff:

Tuesdays – 8:30am to 5:00pm

Thursdays – 8:30am to 5:00pm

City Council Meetings – 1st and 3rd Tuesday of every month

Additional hours will be requested by the City Manager. Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Mark Adams, PE – Water, Wastewater, Management, Project Review and Plan Checking

Neil Graber, PE – Capital Project, Traffic Engineering and Transportation Planning

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD

Steve Brands, EIT – SWPPP Document Preparation

The contract terms of this agreement extend for one year from the date of the executed contract. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar.



NORTHSTAR
... Designing Solutions

Civil Engineering
Architecture
Environmental
Planning
Surveying
Water Resources

EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and materials project with Standard Hourly Rates as follows:

Robin Kampmann, Senior Engineer	\$150.00
Mark Adams, Principal Engineer	\$175.00
Neil Graber, Senior Managing Engineer	\$160.00
Michael Mays, Senior Surveyor	\$150.00
Lambert Lowe, Senior Engineer	\$150.00
Steve Brands, Junior Engineer	\$100.00



Civil Engineering
 Architecture
 Environmental
 Planning
 Surveying
 Water Resources

EXHIBIT "B"
STANDARD HOURLY CHARGES
Effective January 1, 2017

Principal Engineer/Surveyor	\$175.00 per hour
Senior Managing Engineer	\$160.00 per hour
Senior Engineer/Surveyor	\$150.00 per hour
Associate Engineer/Surveyor	\$130.00 per hour
Assistant Engineer/Surveyor	\$115.00 per hour
Junior Engineer/Surveyor	\$100.00 per hour
Senior Designer/Technician	\$ 90.00 per hour
Junior Designer/Technician	\$ 80.00 per hour
One Person with GPS/Robotic	\$150.00 per hour
Two-Person Survey Crew	\$190.00 per hour
Three-Person Survey Crew	\$220.00 per hour
Two-Person Survey Crew (Prevailing Wage)	\$275.00 per hour

Architecture

Senior Architect	\$145.00 per hour
Architect	\$130.00 per hour
Architectural Job Captain	\$110.00 per hour
Architectural Drafter	\$ 90.00 per hour

Environmental/Planning/GIS

Senior Biologist/Botanist/Planner	\$145.00 per hour
Associate Biologist/Botanist/Planner	\$105.00 per hour
Assistant Biologist/Botanist/Planner	\$ 90.00 per hour
GIS Analyst	\$ 90.00 per hour

Administrative

Administrative / Accounting / Clerical	\$ 75.00 per hour
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Other

Litigation Support – Expert Witness Testimony	\$350.00 per hour
ATV/Snowmobile/Trimble GPS Unit	\$ 55.00 per day
Boat	\$125.00 per day
Mileage	\$ 0.55 per mile
Reproduction, Materials, Fees, Special Mail, Etc.	Cost + 15%
Subcontractors	Cost + 15%

ADDENDUM NO. 2
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT

DATE: March 8, 2019

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Rick Crabtree

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/Public Works Director Services **NS#:** 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated May 25, 2018. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

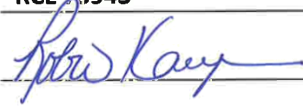
CLIENT:

BY: _____
TITLE: _____
SIGNED: _____
DATE: _____

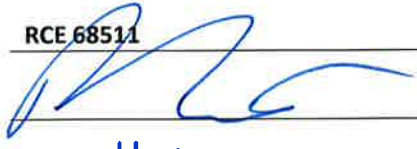
CLIENT:

BY: _____
TITLE: _____
SIGNED: _____
DATE: _____

CONSULTANT:

BY: Robin Kampmann, PE
TITLE: Senior Engineer
LICENSE NO. RCE 73943
SIGNED: 
DATE: 3-11-19

CONSULTANT:

BY: Ross Simmons, PE
TITLE: Senior Engineer
LICENSE NO. RCE 68511
SIGNED: 
DATE: 3-11-19

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	

EXHIBIT "A"
ADDITIONAL SCOPE OF SERVICES

As requested NorthStar will continue to provide the City Engineer/Public Works Director services described below for an additional three (3) years from the expiration date of Addendum #1, March 13, 2019. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar.

The services include:

Provide City Engineer/Public Works Director services as requested by the City of Red Bluff City Manager. The general duties of the City Engineer /Public Works Director may include those as described in the Class Specification Public Works Director/City Engineer dated 02/15/2011.

Robin Kampmann, PE will be the acting City Engineer/Public Works Director and will be in charge of the day to day work effort for the City and will be the primary point of contact for the City. Robin will attend the following regular hours at the City of Red Bluff:

Tuesdays – 8:30am to 5:00pm

Thursdays – 8:30am to 5:00pm

City Council Meetings – 1st and 3rd Tuesday of every month

Additional hours will be requested by the City Manager. Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Neil Graber, PE – Capital Project, Traffic Engineering and Transportation Planning

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD

Kirk Koester, PE – Design Engineer

Steve Brands, EIT – Civil Drafting Services

EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates. To facilitate a rate increase on an annual basis for the three year term the following hourly rates will be used for Robin Kampmann, PE:

March 2019 - March 2020	\$165.00 per hour
March 2020 - March 2021	\$170.00 per hour
March 2021 - March 2022	\$175.00 per hour

If additional staff is requested they will be billed on a time and material basis at the current hourly rate. Standard Hourly Rate sheets will be provided as needed.

EXHIBIT "B"
STANDARD HOURLY CHARGES

Effective July 1, 2018

Engineering/Surveying

Principal Engineer/Surveyor	\$190.00 per hour
Senior Managing Engineer	\$175.00 per hour
Senior Engineer/Surveyor	\$165.00 per hour
Associate Engineer/Surveyor	\$145.00 per hour
Assistant Engineer/Surveyor	\$130.00 per hour
Junior Engineer	\$105.00 per hour
Senior Designer/Technician	\$105.00 per hour
Associate Designer/Technician	\$ 95.00 per hour
Assistant Designer/Technician	\$ 85.00 per hour
Junior Designer	\$ 85.00 per hour
Party Chief	\$165.00 per hour
Two-Person Survey Crew	\$215.00 per hour
Three-Person Survey Crew	\$265.00 per hour
Party Chief (Prevailing Wage)	\$220.00 per hour
Two-Person Survey Crew (Prevailing Wage)	\$300.00 per hour

Architecture

Senior Architect	\$160.00 per hour
Project Architect	\$145.00 per hour
Assistant Architect	\$130.00 per hour
Architectural Job Captain	\$115.00 per hour
Architectural Drafter	\$ 95.00 per hour

Environmental/Planning/GIS

Principal Planner	\$160.00 per hour
Senior Biologist/Environmental Scientist/Planner/GIS Analyst	\$135.00 per hour
Associate Biologist/Environmental Scientist/Planner/GIS Technician	\$115.00 per hour
Assistant Biologist/Environmental Scientist/Planner	\$ 95.00 per hour

Administrative

Project Management	\$145.00 per hour
Administrative/Accounting/Clerical	\$ 85.00 per hour

Other

Litigation Support – Expert Witness Testimony	\$400.00 per hour
ATV/Snowmobile/Trimble GPS Unit	\$ 65.00 per day
Mileage	\$ 0.55 per mile
Reproduction, Materials, Fees, Special Mail, Etc.	Cost + 15%
Subcontractors	Cost + 15%



ADDENDUM NO. #3
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT

DATE: April 1, 2022

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Tom Westbrook

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/Public Works Director Services **NS#:** 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated March 8, 2019. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

BY: _____

TITLE: _____

SIGNED: _____

DATE: _____

4.

5.

CLIENT:

BY: _____

TITLE: _____

SIGNED: _____

DATE: _____

CONSULTANT:

BY: Robin Kampmann, PE

TITLE: Senior Engineer

LICENSE NO. RCE 73943

SIGNED: _____

DATE: _____

CONSULTANT:

BY: _____

TITLE: _____

LICENSE NO. _____

SIGNED: _____

DATE: _____

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	



EXHIBIT "A"
SCOPE OF SERVICES

As requested NorthStar will continue to provide the City Engineer/Public Works Director services described below on a month-to-month basis for up to an additional 6 months from the expiration date of Addendum #2, March 31, 2022. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar. The contract may be terminated by either party with a 30 day notice for any reason.

The services include:

Provide City Engineer/Public Works Director services as requested by the City of Red Bluff City Manager. The general duties of the City Engineer /Public Works Director may include those as described in the Class Specification Public Works Director/City Engineer dated 02/15/2011.

Robin Kampmann, PE will be the acting City Engineer/Public Works Director and will be in charge of the day to day work effort for the City and will be the primary point of contact for the City. Robin will attend the following regular hours at the City of Red Bluff:

Tuesdays – 8:30am to 5:00pm

Thursdays – 8:30am to 5:00pm

Every other Friday – 8:30am to 5:00pm

City Council Meetings – 1st and 3rd Tuesday of every month

Additional hours will be requested by the City Manager. Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD



EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates. The following hourly rates will be used for Robin Kampmann, PE for the term of Addendum No. 3:

March 2022 – August 2022 \$175.00 per hour

If additional staff is requested they will be billed on a time and material basis at the current hourly rate. Standard Hourly Rate sheets will be provided as needed.



EXHIBIT “B”

STANDARD HOURLY RATES

Effective July 1, 2021 through June 30, 2022*

Engineering/Surveying

Hourly Rate

Principal Engineer/Surveyor	\$220.00
Senior Managing Engineer/Surveyor	\$200.00
Senior Engineer/Surveyor	\$180.00
Associate Engineer/Surveyor	\$160.00
Assistant Engineer/Surveyor	\$140.00
Junior Engineer	\$120.00
Senior Designer/Technician	\$130.00
Associate Designer/Technician	\$110.00
Assistant Designer/Technician	\$ 90.00
Party Chief	\$180.00
Two-Person Survey Crew	\$245.00
Three-Person Survey Crew	\$310.00
Party Chief (Prevailing Wage)	\$200.00
Two-Person Survey Crew (Prevailing Wage)	\$325.00

Architecture

Hourly Rate

Senior Architect	\$175.00
Project Architect	\$160.00
Assistant Architect	\$145.00
Architectural Job Captain	\$130.00
Architectural Drafter	\$110.00

Planning/Environmental/GIS

Hourly Rate

Principal Planner	\$170.00
Senior Planner/Enviro Scientist/Planner/GIS Analyst	\$145.00
Associate Planner/Enviro Scientist/Planner/GIS Technician	\$120.00
Assistant Planner/Enviro Scientist/Planner	\$100.00

Administrative

Hourly Rate

Project Management	\$160.00
Administrative	\$ 95.00

Other

Rate

Litigation Support – Expert Witness Testimony	\$500.00 per hour
Mileage	Current Federal Rate
Reproduction, Materials, Fees, Special Mail, etc.	Cost + 15%
Subcontractors	Cost + 15%

*Rates typically increase 4-5% per year



ADDENDUM NO. #4
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT

DATE: September 13, 2022

CLIENT: City of Red Bluff
 555 Washington Street
 Red Bluff, CA 96080
 Attn: Tom Westbrook

CONSULTANT: NorthStar
 111 Mission Ranch Blvd., Suite 100
 Chico, CA 95926
 (530) 893-1600

PROJECT: City Engineer/Public Works Director Services **NS#:** 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated April 1, 2022. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

BY: Tom Westbrook
TITLE: City Manager
SIGNED: [Signature]
DATE: 9/20/22

CLIENT:

BY: Kris Deiters
TITLE: Mayor
SIGNED: [Signature]
DATE: 9/22/22

- 4.
- 5.

CONSULTANT:

BY: Robin Kampmann, PE
TITLE: Senior Engineer
LICENSE NO. RCE 73943
SIGNED: [Signature]
DATE: 9/22/22

CONSULTANT:

BY: _____
TITLE: _____
LICENSE NO. _____
SIGNED: _____
DATE: _____

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	



EXHIBIT "A"
SCOPE OF SERVICES

As requested NorthStar will continue to provide the City Engineer/Public Works Director services described below on a month-to-month basis for up to an additional 90 days from the expiration date of Addendum #3, September 30, 2022. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar. The contract may be terminated by either party with a 30 day notice for any reason.

The services include:

Provide City Engineer/Public Works Director services as requested by the City of Red Bluff City Manager. The general duties of the City Engineer /Public Works Director may include those as described in the Class Specification Public Works Director/City Engineer dated 02/15/2011.

Robin Kampmann, PE will be the acting City Engineer/Public Works Director and will be in charge of the day to day work effort for the City and will be the primary point of contact for the City. Robin will attend the following regular hours at the City of Red Bluff:

Tuesdays – 8:30am to 5:00pm

Thursdays – 8:30am to 5:00pm

Every other Friday – 8:30am to 5:00pm

City Council Meetings – 1st and 3rd Tuesday of every month

Additional hours will be requested by the City Manager. Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD



EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates. The following hourly rates will be used for Robin Kampmann, PE for the term of Addendum No. 4:

October 2022 – December 2022 \$175.00 per hour

If additional staff is requested they will be billed on a time and material basis at the current hourly rate. Standard Hourly Rate sheets will be provided as needed.



EXHIBIT "B"
STANDARD HOURLY RATES
Effective July 1, 2022 through June 30, 2023*

<u>Engineering/Surveying</u>	<u>Hourly Rate</u>
Principal Engineer/Surveyor	\$230.00
Senior Managing Engineer/Surveyor	\$210.00
Senior Engineer/Surveyor	\$188.00
Associate Engineer/Surveyor	\$166.00
Assistant Engineer/Surveyor	\$145.00
Junior Engineer	\$125.00
Senior Designer/Technician	\$136.00
Associate Designer/Technician	\$115.00
Assistant Designer/Technician	\$ 95.00
One Person with GPS/Robotic (Party Chief)	\$185.00
Two-Person Survey Crew	\$250.00
Party Chief (Prevailing Wage)	\$205.00
Two-Person Survey Crew (Prevailing Wage)	\$325.00
 <u>Architecture</u>	 <u>Hourly Rate</u>
Senior Architect	\$175.00
Project Architect	\$160.00
Assistant Architect	\$145.00
Architectural Job Captain	\$130.00
Architectural Drafter	\$110.00
 <u>Planning/Environmental/GIS</u>	 <u>Hourly Rate</u>
Principal Planner	\$175.00
 <u>Administrative</u>	 <u>Hourly Rate</u>
Project Management	\$165.00
Administrative	\$100.00
 <u>Other</u>	 <u>Rate</u>
Litigation Support – Expert Witness Testimony	\$500.00 per hour
Mileage	Current Federal Rate
Reproduction, Materials, Fees, Special Mail, etc.	Cost + 15%
Subcontractors	Cost + 15%

*Rates typically increase 4-5% per year



**ADDENDUM NO. #5
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT**

DATE: December 13, 2022

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Tom Westbrook

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/Public Works Director Services **NS#:** 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated September 13, 2022. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

BY: _____

TITLE: _____

SIGNED: _____

DATE: _____

4.

5.

CLIENT:

BY: _____

TITLE: _____

SIGNED: _____

DATE: _____

CONSULTANT:

BY: Robin Kampmann, PE

TITLE: Senior Engineer

LICENSE NO. RCE 73943

SIGNED: _____

DATE: _____

CONSULTANT:

BY: _____

TITLE: _____

LICENSE NO. _____

SIGNED: _____

DATE: _____

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	



EXHIBIT "A"
SCOPE OF SERVICES

As requested NorthStar will continue to provide the City Engineer/Public Works Director services described below on a month-to-month basis for up to an additional 180 days from the expiration date of Addendum #4, December 31, 2022. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar. The contract may be terminated by either party with a 30 day notice for any reason.

The services include:

Provide City Engineer/Public Works Director services as requested by the City of Red Bluff City Manager. The general duties of the City Engineer /Public Works Director may include those as described in the Class Specification Public Works Director/City Engineer dated 02/15/2011.

Robin Kampmann, PE will be the acting City Engineer/Public Works Director and will be in charge of the day to day work effort for the City and will be the primary point of contact for the City. Robin will attend the following regular hours at the City of Red Bluff:

Tuesdays – 8:30am to 5:00pm

Thursdays – 8:30am to 5:00pm

Every other Friday – 8:30am to 5:00pm

City Council Meetings – 1st and 3rd Tuesday of every month

If the recruitment of a full time Public Works Director is successful, the above referenced schedule may be modified by the City Manager for the remainder of the contract to provide City Engineering services on an as needed basis.

Additional hours will be requested by the City Manager. Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD



EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates. The following hourly rates will be used for Robin Kampmann, PE for the term of Addendum No. 5:

January 2023 – June 2023 \$180.00 per hour

If additional staff is requested they will be billed on a time and material basis at the current hourly rate. Standard Hourly Rate sheets will be provided as needed.



EXHIBIT “B”

STANDARD HOURLY RATES

Effective July 1, 2022 through June 30, 2023*

<u>Engineering/Surveying</u>	<u>Hourly Rate</u>
Principal Engineer/Surveyor	\$230.00
Senior Managing Engineer/Surveyor	\$210.00
Senior Engineer/Surveyor	\$188.00
Associate Engineer/Surveyor	\$166.00
Assistant Engineer/Surveyor	\$145.00
Junior Engineer	\$125.00
Senior Designer/Technician	\$136.00
Associate Designer/Technician	\$115.00
Assistant Designer/Technician	\$ 95.00
One Person with GPS/Robotic (Party Chief)	\$185.00
Two-Person Survey Crew	\$250.00
Party Chief (Prevailing Wage)	\$205.00
Two-Person Survey Crew (Prevailing Wage)	\$325.00
<u>Architecture</u>	<u>Hourly Rate</u>
Senior Architect	\$175.00
Project Architect	\$160.00
Assistant Architect	\$145.00
Architectural Job Captain	\$130.00
Architectural Drafter	\$110.00
<u>Planning/Environmental/GIS</u>	<u>Hourly Rate</u>
Principal Planner	\$175.00
<u>Administrative</u>	<u>Hourly Rate</u>
Project Management	\$165.00
Administrative	\$100.00
<u>Other</u>	<u>Rate</u>
Litigation Support – Expert Witness Testimony	\$500.00 per hour
Mileage	Current Federal Rate
Reproduction, Materials, Fees, Special Mail, etc.	Cost + 15%
Subcontractors	Cost + 15%

*Rates typically increase 4-5% per year



**ADDENDUM NO. #6
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT**

DATE: June 1, 2023

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Tom Westbrook

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/City Surveyor

NS#: 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated December 13, 2022. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

BY:

Tom Westbrook

TITLE:

City Manager

SIGNED:

[Signature]

DATE:

6/21/23

4.

5.

CLIENT:

BY:

TITLE:

SIGNED:

DATE:

[Signature]

CONSULTANT:

BY:

Robin Kampmann, PE

TITLE:

Senior Engineer

LICENSE NO.

RCE 73943

SIGNED:

See next page

DATE:

CONSULTANT:

BY:

TITLE:

LICENSE NO.

SIGNED:

DATE:

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

CLIENT:

BY: _____

BY: _____

TITLE: _____

TITLE: _____

SIGNED: _____

SIGNED: _____

DATE: _____

DATE: _____

CONSULTANT:

CONSULTANT:

BY: Robin Kampmann, PE

BY: _____

TITLE: Senior Engineer

TITLE: _____

LICENSE NO.: RCE 73943

LICENSE NO.: _____

SIGNED: 

SIGNED: _____

DATE: 6/22/23

DATE: _____

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	



EXHIBIT "A" SCOPE OF SERVICES

As requested NorthStar will continue to provide the City Engineer/Surveyor services described below for an additional three (3) years from the expiration date of Addendum #5, June 30, 2023. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar. The contract may be terminated by either party with a 30 day notice for any reason.

The services include:

Provide City Engineer services as requested by the City of Red Bluff City Manager and Public Works Director. The general duties of the City Engineer may include the following:

- Performs the duties of the City Engineer as prescribed by State law and City ordinances, including overseeing the preparation of engineering plans and specifications, the construction of public projects, and the administration of professional service, construction, maintenance, and other contracts.
- Reviews, approves and signs plans and specifications for City infrastructure and facilities, assessment districts, subdivisions, and developments.
- Confers with and represents the Public Works Department and the City in meetings with members of the City Council, members of boards and commissions, various governmental agencies, developers, contractors, business and industrial groups and the public.
- Assists in the development or update of the City's stormwater, wastewater and water plans, and programs, the Capital Improvement Plan and other plans related to municipal infrastructure.
- Oversees traffic engineering and transportation planning activities; develops local, state, and federal funding sources for such activities.

Provide City Surveyor services as requested by the City of Red Bluff City Manager and Public Works Director. The general duties of the City Surveyor may include the following:

- Review of Parcel and Final maps, and technical review of Tentative Maps, for consistency with the City of Red Bluff Municipal Code and Ordinances, the State of California Subdivision Map Act and acceptable engineering and surveying practices in the State of California for preparation of parcel and final maps.
- Review of maps for technical correctness includes review of title reports, closure calculations, deeds, adjoining deeds, relevant maps affecting the subdivision, easement locations, map format, dedications to the public, locations of proposed and existing monuments, consistency with the approved tentative map, conditions of approval, CEQA compliance, public improvement plans, on-site development plans and Town Right of Way needs.
- Review of plats and legal descriptions in conjunction with lot line adjustments, mergers, certificates of compliance, certificates of corrections, street and easement vacations, and other development related reviews, as assigned.

Robin Kampmann, PE will be the acting City Engineer and will be the primary point of contact for the City. Robin will perform services and attend meetings on an as needed basis up to thirty-two (32) hours per month. Regular/weekly hours at City Hall will not be included in this contract amendment but Robin is available to provide office hours as



determined by the City Manager or Public Works Director. Robin will attend the necessary City Council meetings, as determined by the City Manager.

Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Michael Mays, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD

Additional hours may be requested by the City Manager. If necessary additional services, not listed in the scope of work, are requested NorthStar will provide the City with a Task Order with a description of the additional services such as land surveying or the development of construction documents. The exact scope of work will be established for each Task Order and will require approval by the City of Red Bluff prior to starting the work.



EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates. The following hourly rates will be used for Robin Kampmann, PE for the term of Addendum No. 6:

July 2023 – June 2024 \$188.00 per hour

July 2024 – June 2025 \$193.00 per hour

July 2025 – June 2026 \$198.00 per hour

If additional staff is requested they will be billed on a time and material basis at the current hourly rate. Standard Hourly Rate sheets will be provided as needed.



EXHIBIT "B"
STANDARD HOURLY RATES

Effective July 1, 2022 through June 30, 2023*

Engineering/Surveying

	<u>Hourly Rate</u>
Principal Engineer/Surveyor	\$230.00
Senior Managing Engineer/Surveyor	\$210.00
Senior Engineer/Surveyor	\$188.00
Associate Engineer/Surveyor	\$166.00
Assistant Engineer/Surveyor	\$145.00
Junior Engineer	\$125.00
Senior Designer/Technician	\$136.00
Associate Designer/Technician	\$115.00
Assistant Designer/Technician	\$ 95.00
One Person with GPS/Robotic (Party Chief)	\$185.00
Two-Person Survey Crew	\$250.00
Party Chief (Prevailing Wage)	\$205.00
Two-Person Survey Crew (Prevailing Wage)	\$325.00

Architecture

	<u>Hourly Rate</u>
Senior Architect	\$175.00
Project Architect	\$160.00
Assistant Architect	\$145.00
Architectural Job Captain	\$130.00
Architectural Drafter	\$110.00

Planning/Environmental/GIS

	<u>Hourly Rate</u>
Principal Planner	\$175.00

Administrative

	<u>Hourly Rate</u>
Project Management	\$165.00
Administrative	\$100.00

Other

	<u>Rate</u>
Litigation Support – Expert Witness Testimony	\$500.00 per hour
Mileage	Current Federal Rate
Reproduction, Materials, Fees, Special Mail, etc.	Cost + 15%
Subcontractors	Cost + 15%

*Rates typically increase 4-5% per year



ADDENDUM NO. #7
TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CONSULTANT AND CLIENT

DATE: May 1, 2025

CLIENT: City of Red Bluff
555 Washington Street
Red Bluff, CA 96080
Attn: Tom Westbrook

CONSULTANT: NorthStar
111 Mission Ranch Blvd., Suite 100
Chico, CA 95926
(530) 893-1600

PROJECT: City Engineer/City Surveyor

NS#: 12-265

A. CLIENT AND CONSULTANT AGREE AS FOLLOWS:

1. This agreement will serve as an addendum to our previous Agreement, dated June 1, 2023. Work under this Agreement will be subject to the terms and conditions of our previous Agreement, except as noted below.
2. Consultant agrees to perform the additional services as set forth on Exhibit "A" attached hereto and incorporated herein by this reference ("Additional Scope of Services").
3. Client agrees (unless otherwise stated herein) to compensate Consultant for its Services according to the cost proposal attached hereto as Exhibit "B" and incorporated herein by this reference ("Cost Proposal for Additional Work").

B. GENERAL PROVISIONS:

1. **Timeline for Offer to Contract / Termination of Agreement.** This offer to contract for additional services is good for 14 days after the date shown below in the Consultant's signature block. If Client fails to sign this contract within 14 days, the offer for additional services shall be withdrawn making it null and void. Client may terminate this contract by giving notice to Consultant in writing and bringing all outstanding charges current prior to termination of Agreement.
2. **Liability Limits.** Client and Consultant have discussed the risks and rewards associated with this project, as well as Consultant's fee for services. Client and Consultant agree to allocate certain of the risks so that, to the fullest extent permitted by law, Consultant's total aggregate liability to Client and all contractors and subcontractors is limited to three times the contract amount for any and all injuries, damages, claims, losses, expenses or claim expenses (including attorneys' fees) arising out of this Agreement from any cause or causes. Such causes include, but are not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Client further agrees to notify all contractors and sub-contractors of this limitation of Consultant's liability to them and require them to abide by this limitation of damages suffered by any contractor or subcontractor arising from Consultant's actions or inactions. Neither the contractor nor any subcontractor assumes any liability for damages to others which may arise on account of Consultant's actions or inactions.

3. **Preparation of Agreement.** By signing the Agreement, both parties consent that the Agreement has been prepared and negotiated equally by Client and Consultant.

IN WITNESS WHEREOF, the parties hereby execute this Agreement upon the terms and conditions stated above and on the date first above written.

CLIENT:

BY: _____
TITLE: _____
SIGNED: _____
DATE: _____

CLIENT:

BY: _____
TITLE: _____
SIGNED: _____
DATE: _____

CONSULTANT:

BY: Robin Kampmann, PE
TITLE: Senior Managing Engineer
LICENSE NO. RCE 73943
SIGNED: _____
DATE: _____

CONSULTANT:

BY: _____
TITLE: _____
LICENSE NO. _____
SIGNED: _____
DATE: _____

ATTACHMENTS included and made a part of this agreement:

X	EXHIBIT "A"	ADDITIONAL SCOPE OF SERVICES
X	EXHIBIT "B"	COST PROPOSAL & STANDARD RATE SCHEDULE
	EXHIBIT "C"	
	EXHIBIT "D"	



EXHIBIT "A" **SCOPE OF SERVICES**

As requested NorthStar will continue to provide the City Engineer/Surveyor services described below for an additional three (3) years from the expiration date of Addendum #6, June 30, 2026. At such time the contract may be extended with terms agreed upon by both the City of Red Bluff and NorthStar. The contract may be terminated by either party with a 30 day notice for any reason.

The services include:

Provide City Engineer services as requested by the City of Red Bluff City Manager and Public Works Director. The general duties of the City Engineer may include the following:

- Performs the duties of the City Engineer as prescribed by State law and City ordinances, including overseeing the preparation of engineering plans and specifications, the construction of public projects, and the administration of professional service, construction, maintenance, and other contracts.
- Reviews, approves and signs plans and specifications for City infrastructure and facilities, assessment districts, subdivisions, and developments.
- Confers with and represents the Public Works Department and the City in meetings with members of the City Council, members of boards and commissions, various governmental agencies, developers, contractors, business and industrial groups and the public.
- Assists in the development or update of the City's stormwater, wastewater and water plans, and programs, the Capital Improvement Plan and other plans related to municipal infrastructure.
- Oversees traffic engineering and transportation planning activities; develops local, state, and federal funding sources for such activities.

Provide City Surveyor services as requested by the City of Red Bluff City Manager and Public Works Director. The general duties of the City Surveyor may include the following:

- Review of Parcel and Final maps, and technical review of Tentative Maps, for consistency with the City of Red Bluff Municipal Code and Ordinances, the State of California Subdivision Map Act and acceptable engineering and surveying practices in the State of California for preparation of parcel and final maps.
- Review of maps for technical correctness includes review of title reports, closure calculations, deeds, adjoining deeds, relevant maps affecting the subdivision, easement locations, map format, dedications to the public, locations of proposed and existing monuments, consistency with the approved tentative map, conditions of approval, CEQA compliance, public improvement plans, on-site development plans and Town Right of Way needs.
- Review of plats and legal descriptions in conjunction with lot line adjustments, mergers, certificates of compliance, certificates of corrections, street and easement vacations, and other development related reviews, as assigned.

Robin Kampmann, PE will be the acting City Engineer and will be the primary point of contact for the City. Robin will perform services and attend meetings on an as needed basis up to thirty-two (32) hours per month. Regular hours at City Hall will not be included in this contract amendment. Robin will attend the necessary City Council meetings, as determined by the City Manager.

Addendum to Agreement

NS#: 12-265

Page 3 of 5



Robin will identify the need for additional NorthStar staff with consultation and approval of the City Manager to ensure that the City's needs are being met. Additional staff may include, but is not limited to:

Thomas Harris, LS – Land Surveying

Lambert Lowe, PE – SWPPP QSD

Joshua Frietas, EIT – Drafting & Technical Resource

Additional hours may be requested by the City Manager. If necessary additional services, not listed in the scope of work, are requested NorthStar will provide the City with a Task Order with a description of the additional services such as land surveying or the development of construction documents. The exact scope of work will be established for each Task Order and will require approval by the City of Red Bluff prior to starting the work.



EXHIBIT "B"
COST PROPOSAL

CONSULTANT FEE: This is a time and material project with Standard Hourly Rates. The following hourly rates will be used for Robin Kampmann, PE for the term of Addendum No. 7:

July 2026 – June 2027 \$208.00 per hour

July 2027 – June 2028 \$218.00 per hour

July 2028 – June 2029 \$229.00 per hour

If additional staff is requested they will be billed on a time and material basis at the current hourly rate. Standard Hourly Rate sheets will be provided as needed.



EXHIBIT “B”
STANDARD HOURLY RATES
Effective July 1, 2025 through June 30, 2026*

<u>Engineering</u>	<u>Hourly Rate</u>
Principal Engineer	\$260
Senior Managing Engineer	\$235
Senior Engineer	\$210
Associate Engineer	\$185
Assistant Engineer	\$160
Junior Engineer	\$135
Senior Technician	\$155
Associate Technician	\$130
Assistant Technician/Intern	\$105
<u>Surveying</u>	
Principal Surveyor	\$260
Senior Managing Surveyor	\$235
Senior Surveyor	\$210
Associate Surveyor	\$185
Assistant Surveyor	\$160
Senior Survey Technician	\$155
Associate Survey Technician	\$130
Assistant Survey Technician	\$105
One Person Survey	\$200
Two Person Survey Crew	\$295
One Person Survey (Prevailing Wage)	\$235
Two Person Survey Crew (Prevailing Wage)	\$375
One Person with Scanner	\$725
One Person with Scanner (Prevailing Wage)	\$760
<u>Planning</u>	<u>Hourly Rate</u>
Principal Planner	\$190
<u>Administrative</u>	<u>Hourly Rate</u>
Project Management	\$180
Administrative	\$100



City Council

Staff Report

555 Washington Street
Red Bluff, CA 96080
(530) 527-2605

File #: 0164

Agenda Date: 5/19/2026

Agenda #: 10.

TO: Honorable Mayor and Members of the City Council

FROM: Scott Garrison, HR Administrator

SUBJECT:
Closed Executive Session - Labor Negotiations

RECOMMENDED COUNCIL ACTION:

Conduct Closed Session after the Regular City Council Meeting.

Conference Regarding Labor Negotiations with designated City Representatives: Tom Westbrook, Paul Young, Scott Garrison, Leanna Pearson and Sophia Meyer.

Recognized Bargaining Units to potentially be discussed:

Police Officers' Association (POA) represented by Teamsters Local #137.
Red Bluff Firefighters' Association (RBFA) represented by UPEC Local 792.
Red Bluff Fire Mid-Management Association (RBFMMA), self-represented.
Red Bluff Police Mid-Management Association (RBPMMA), self-represented.

Unrecognized Employee Group Agreements to be discussed:

Management/Mid-Management Agreement (Groups A & B), unrepresented.

(Government Code Section 54957.6)