

**SUSANVILLE CITY COUNCIL**  
**Regular Meeting Minutes**  
**August 16, 2017– 6:00 p.m.**

Meeting was called to order at 6:05 p.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Mendy Schuster and Kathie Garnier.  
Absent: Joseph Franco

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

**1      APPROVAL OF AGENDA:**

Motion by Councilmember Stafford, second by Councilmember Schuster, to approve the agenda as submitted; motion carried. Ayes: Stafford, Wilson, Schuster and Garnier. Absent: Franco

**2      PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS:**

**Gary Bridges** addressed the City Council about concerns related to the problem of homeless people living in camp trailers throughout the community.

**3      CLOSED SESSION:** At 6:07 p.m. the Council entered into Closed Session to discuss the following:

- A      CONFERENCE WITH LABOR NEGOTIATORS – pursuant to Government Code Section §54957.6
  - 1      Agency Negotiator: Jared G. Hancock
  - Bargaining Unit: Administrative
  - Fire
  - Miscellaneous
  - Public Works
  - SPOA
- B      CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) regarding one (1) potential case
- C      PUBLIC EMPLOYMENT - Pursuant to Government Code section 54757: Public Employee Performance Evaluation: City Administrator

At 7:19 p.m. the City Council recessed Closed Session.

**4      RETURN TO OPEN SESSION:**

At 7:21 p.m. the City Council reconvened in Open Session.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; Dan Newton, Public Works Director; John King, Police Chief; Deborah Savage, Finance Manager; Craig Sanders, City Planner and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that prior to Closed Session, the City Council approved the agenda with no changes. The City Council met in Closed Session and would be reconvening in Closed Session at the conclusion of Open Session. Mr. Hancock explained that there was an announcement on one item, and he passed the floor over to the City Attorney.

Ms. Ryan made one announcement out of Closed Session that the City Administrator and City Council have reached a mutual separation agreement. Mr. Hancock's last day as City Administrator will be October 11, 2017 and a press release will be issued soon. The City Council thanks Mr. Hancock for his hard work on behalf of the City and for the City.

Councilmember Stafford offered the Thought of the Day.

**5 BUSINESS FROM THE FLOOR:**

**Pat Holley** submitted a letter regarding reducing crime in the community, and improving the quality of life. The letter was signed by 12 citizens, and focused on areas of concern dealing with burglaries, theft, blighted properties, criminal activity related to drug and alcohol addictions, and the importance of taking action locally. Mr. Holley stated that he would be presenting the same information to the County at the next Board of Supervisors meeting.

**Darrell MacChamber** stated that he does not want to show up at the meetings only to complain, and demonstrated the use of a game camera that he suggested setting up at strategic locations to capture evidence of criminal activity. He stated that while budget is a concern, the cameras are approximately \$45 each, and as a volunteer working at the District Attorney's office, he knows the value of photographic evidence and the camera also provides a picture that could be utilized in prosecuting some of these cases. They may also work to act as a deterrent once the word gets out that the cameras are around and being utilized.

**Raj Baines** discussed an ongoing problem that he has with his neighbor at North Spring Street, and the neighbor's continued non-compliance with the City's Property Maintenance ordinance.

**Gary Bridges**, representing the Depot 6 Neighborhood Watch Group, stated that his group has been very successful in driving the criminal activity out of his neighborhood, unfortunately those people have just moved into other parts of town. He thanked the Police Department for all of their hard work, and stated that the officers are stretched thin, and he is frustrated by the situation that exists all over town. Homeless people are living in RV's and trailers on the street, and it is important for everyone in town to work together so that there is no place in Susanville for them to go.

An unidentified member of the public expressed her frustration with the gangs, crime, drugs, and stated that the public should not have to come and complain in order for something to be done. She stated that she understands the problem of the DA not prosecuting cases or having people arrested only to be released the following day to commit another crime, but something has to be done.

Mayor Garnier thanked everyone present for their comments.

**6 CONSENT CALENDAR:** Mayor Garnier reviewed the items on the Consent Calendar:

- A Approve minutes from the City Council's July 17 and July 19, 2017 meetings
- B Approve vendor warrants numbered 101007 through 101102 for a total of \$1,087,902.49 including \$129,615.78 in payroll warrants

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the Consent Calendar; motion carried unanimously. Ayes: Wilson, Stafford, Schuster and Garnier. Absent: Franco

**7 PUBLIC HEARINGS:** No business.

**8** **COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.

Commission/Committee Reports:

**9** **NEW BUSINESS:**

**9A Consider approval of Resolution No. 17-5408 authorizing utilization of 7114 Water Capital Improvement Funds for Project No. 17-03, Water Main Replacement on Main Street (SR36) from Weatherlow Avenue to Park Street in the City of Susanville** Mr. Newton explained that the 2016 Water Rate Analysis and Calculations Report as approved by the City Council included a water main replacement project as part of the Capital Improvement Plan. A section of the steel water main located on Main Street between Weatherlow and Park Street was prioritized and scheduled for replacement in the current fiscal year. Replacing the water main prior to the Caltrans Cap-M project would help to preserve the newly placed asphalt. An additional segment of old steel water main exists on Main St. between Park St. and Spring St. There are not sufficient funds available to replace the entire segment prior to the Caltrans pavement overlay; however, the worst segment is being addressed. The estimated project cost, including contingencies and engineering, is \$905,329, which exceeds the existing cash balance in Fund 7114. Due to the need to complete the project prior to commencement of the Caltrans CapM project, staff is recommending borrowing from Rate Stabilization Fund 7111, which is allowed by the bond covenants as long as the balance borrowed is repaid within 120 days from the end of the fiscal year from which they are borrowed.

Councilmember Wilson asked how much money will accumulate annual in Fund 7111, and noted that the five-year list of projects was substantial in cost.

Mr. Newton responded that it is estimated to be \$715,000 annually, and in some years it is anticipated that there will be lower expenditures, and it is likely that an analysis will have to be conducted on the cash flow to ensure that the estimated projections are being collected. Another factor to consider is that the estimates may be low or high based on the fluctuation of construction cost estimates.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 17-5408; motion carried. Ayes: Wilson, Stafford, Schuster and Garnier. Absent: Franco.

**9B Consider approval of Resolution No. 17-5409 authorizing the Public Works Director to execute STIP project right-of-way certifications including language indemnifying Caltrans in the event that right-of-way is not clear as certified by City** Mr. Newton explained that this is a procedural item as part of construction allocation requests for STIP projects. The State requires local agencies to certify that any right-of-way needed or impacted was cleared as being either acquired or accessible for construction related activities. This can also include relocation or removal of public utilities. In the event that the City certifies a right-of-way as clear, and the right-of-way is not actually clear, Caltrans does not want to be held liable. In order to certify the right-of-way, the City is required to provide a resolution indemnifying Caltrans against any and all liability which may result in the event right-of-way is not clear as certified.

Staff is now preparing a construction allocation request for STIP Project 'FC' which includes Alexander, Lassen, Mill, Paiute, Roop and Weatherlow with Hospital and West Lanes as additive work if bids are favorable to do so. The project will advertise for bids with anticipated award later this year.

Councilmember Schuster asked what portion of Lassen was included in the project.

Mr. Newton responded that it would include the section between Main and Nevada Street.

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve Resolution No. 17-5409; motion carried. Ayes: Stafford, Wilson, Schuster and Garnier. Absent: Franco.

**9C Consider approval of Resolution No. 17-5410 authorizing budget amendment for Honey Lake Valley Community Swimming Pool** Mr. Hancock explained that the agreement with the Honey Lake Valley Recreation Authority to provide management and operational services for the Honey Lake Valley Community Swimming Pool authorizes the reimbursement of staff costs at the rates specified in the agreement, as well as any direct costs. It is necessary to create revenue and expense line items for \$350,000 in the 2017-2018 General Fund budget in order to process the payments. The estimate of \$350,000 is a high estimate so that it does not have to continually be brought back to Council for adjustments.

Councilmember Schuster asked how long it takes the expenses to be reimbursed.

Mr. Hancock responded that it is between 30 and 60 days, depending on the cycle of meetings.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 17-5410; motion carried. Ayes: Wilson, Stafford, Schuster and Garnier. Absent: Franco.

**9D Consider approval of Fee Reduction for a Use Permit application submittal for an over-height fence** Mr. Sanders reported that in 2014, the property owners at the corner of Chestnut and North Weatherlow hired a contractor to install a chain link fence along the easterly and northerly boundary of their property. The fence replaced a shorter chain link fence in the same location. This fence is located within the side yard and front yard setbacks at a height of 6 feet. The section of the fence in the side yard setback has slats inserted in the fence while the section in the front yard setback does not have slats, allowing for visibility for drivers. The City's Municipal Code allows chain link fences in the setback up to 5 feet in height provided no slats are inserted in the fence. The Code provides for a property owner to obtain a Use Permit from the Planning Commission to allow the property owner to keep the fence as-is, at its location. The Use Permit application process for fences has a two-tier fee system which was adopted in 2008 that allows for a reduced fee when the application is filed prior to the installation of the fence. In this instance, the property owner relied on the knowledge of the fence contractor for compliance with City regulations. The City Engineer has reviewed the site and did not have any concerns with the placement of the fence. The homeowner has submitted a request to the City to consider allowing a reduction in the Use Permit application fee from \$1,033 to \$421.

**William Loucks**, property owner, stated that he did not want to be in violation, and had contracted with a company to locate underground utilities before installing the fence. He relied on the fence contractor to construct the fence according to City standards, and stated that he wanted to do the right thing and make sure that he was not in violation.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the Use Permit application fee reduction as requested; motion carried. Ayes: Wilson, Stafford, Schuster and Garnier. Absent: Franco.

**9E Consider circulation of Request for Proposals (RFP) for vendor to provide banking services for the City of Susanville** Ms. Savage reported that Bank of America is the custodian for the City's wire transfer services, debit/credit card processing, positive pay and payroll automated clearing house services.

The City has been notified that Bank of America is closing the Susanville branch in November 2017. Staff has drafted a Request for Proposals to solicit a new vendor to provide banking services. The City will need a bank with a local branch in order to accommodate the need to make daily cash deposits. It was the consensus of the City Council to move forward with releasing the proposal as presented.

**9F Consider approval of Susanville Municipal Airport 2017 Air Fair on August 19, 2017 Sponsored by the Experimental Aircraft Association (EAA) Chapter #794** Mr. Hancock reported that the City received a request from the Airport Manager to support the annual Air Fair scheduled for August 19, 2017, by paying for half of the insurance premium costs for the event, in an amount not to exceed \$500. The event is sponsored by the Experimental Aircraft Association (EAA) Chapter #794 and as part of the agreement with the City, must provide notification of their intent to sponsor the Air Fair.

Councilmember Wilson noted that the fiscal impact provides authorization for the EAA to charge for parking, and he was under the impression that it was a free event.

Mr. Hancock clarified that the information included regarding parking rates and an admission charge was eliminated in prior years and carried forward in error.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the sponsorship of the 2017 Air Fair as requested; motion carried. Ayes: Wilson, Stafford, Schuster and Garnier. Absent: Franco.

**10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY:** No business.

**11 SUSANVILLE MUNICIPAL ENERGY CORPORATION:** No business.

**12 CONTINUING BUSINESS:** No business.

**13 CITY ADMINISTRATOR'S REPORTS:**

**13A K-9 Program update** Chief King explained that he was bringing more information regarding the K-9 Program and he introduced Officer Hoover as very knowledgeable regarding the program and available to answer any additional questions that the Council may have. Chief King stated that he has contacted several K-9 training organizations in the area, and they all adhere to the same process of implementing a K-9 Program which is to first identify the animal handler, then identify a training program which best suits the needs of the City, coordinate the scheduling of the next available training course, and then acquiring the dog. They all stress the importance of following that process in order to avoid issues with acquiring the dog too soon and then the base level training diminishes, or acquiring the dog too late, which does not provide adequate bonding time between the handler and the dog. With inadequate bonding time, the dog does not respond as well to the handler which also diminishes the effectiveness of the subsequent handler/dog training.

Chief King reviewed the costs going forward, noting that there is some certainty with the cost of training which is approximately \$4,500, costs for food and veterinary care, however the cost of the dog will fluctuate and what is available at the time the City is ready to purchase the dog will determine what the ultimate cost will be. Chief King discussed the funds currently available through the Lassen County K-9 foundation, and the interest that the Sheriff's office has in adding a second dog.

Officer Hoover explained that the City is not the only agency with access to that funding, and at present there is approximately \$6,000 available. The Police Officer's Association (POA) is looking to engage in more

fund raising activities to fund the purchase of the dog and to cover additional costs such as emergency veterinary expenses, should the dog be injured during the course of duties.

Mayor Garnier commented that she had a conversation with a veterinarian who had indicated that nobody has approached him regarding the program, and he would be willing to donate services at no cost.

Chief King responded that staff has been reluctant to enter into arrangements with providers for services if the program would not be up and running right away. There have been discussions and support, but the department has not solicited firm contributions or commitments at this stage. He reviewed the costs for backfilling the officer who would be undergoing the handler training, and that the option to utilize the school resource officer to backfill was no longer an option now that school is back in session.

Mayor Garnier clarified that the \$10,000 which had been available before was no longer available.

Officer Hoover stated that the money was not the City's money, and was based on a verbal agreement with the owner of Treats Dog Food Company. The POA is looking at donations and fund raising on their own, now that the County is looking at adding another dog to their K-9 program.

Chief King added that the POA has been very anxious to work on fund raising efforts and solicit donations but he has asked them to wait until receiving more solid direction from the Council regarding the program.

Mayor Garnier asked if the dogs were trained to sniff out drugs, and if they were in an area where they alerted on someone carrying a backpack if that would be probable cause for an arrest.

Officer King responded that it would be. A dog is a tool, and cannot be trained to cheat or to discriminate, and as long as the officer is able to identify what the dog is alerting to, then it can be used.

Jim Uruburu, Susan River Fire Department, stated that the SRFD is very supportive of the canine program and is willing to cover the costs to get the program up and running.

Mayor Garnier thanked Mr. Uruburu for the generosity of the Department.

Councilmember Wilson asked about the vehicle that has been donated for use in the program, and what the anticipated useful life of the car would be.

Chief King stated that the vehicle is very functional and while it is a higher mileage car, it is in very good shape and the advantage of using it for the K-9 program is that it is used by one person and is not included in the rotation for use by the patrol staff.

Councilmember Wilson stated that there has been a lot of discussion regarding different tools that the Police Department could use, and that the Council has been interested and anticipates the department present a priority list of items that would best serve the department. He asked Chief King if the K-9 program was the item on the list that he really wanted to support.

Chief King responded that he has discussed the options at length with the POA to engage in dialog regarding what would be meaningful for the department. A drug task force or a crime task force are valuable but incredibly expensive and they do not have an immediate impact on the quality of life that a K-9 program will have. A dog can be used to battle drugs, and battle crime, and can be taken to a grade school to play

with kids and provide positive and valuable public relations with the community. There are so many things that a dog can be used for, with the widest application and can provide the most bang for the buck.

Mayor Garnier asked about adding laptops to the patrol vehicles as a priority.

Chief King responded that it would be a great addition, but the City currently partners with the County for dispatch services and the technology and equipment utilized would not support the communication that would provide the most benefit. The records management system is very old, and is very expensive to upgrade.

Mayor Garnier asked if there were any opportunities for volunteerism for citizens with the department. Chief King explained the efforts to launch a volunteer program as well as an explorer program for the community youth.

Mayor Garnier asked if there were any grants available for the K-9 program.

Chief King responded that there were, but generally they are reimbursement type of grants which require that the City already have an established program.

Officer Hoover added that he has been approached by a young lady in Chico who was providing vests for K-9's as part of her senior project. There is a lot of help and support for K-9 programs and those doors will open, but it is hard to solicit help when we do not have the program in place. He added that the system which allows a temperature gauge to run air conditioning to the back seat and a remote door release is equipment that would be simple to transfer to a new vehicle at the point in time when the existing K-9 vehicle is no longer serviceable.

Chief King concluded by stating that the total cost to establish the program is estimated to be \$29,000, which includes the cost of training, the purchase of the dog, and compensation for the backfill for the officer who is attending training. It is a great tool, but the cost of overtime will be an additional expense. The annual estimated cost for the program is \$26,400.

Mr. Hancock confirmed that staff was looking for direction to move forward with putting the items together, including working with the POA to define the contributions to the program, discuss items related to the MOU's, and to obtain a final cost breakdown related to the fund raising efforts. It was the consensus of the City Council to do so.

**13B Comprehensive Economic Development Strategy (CEDS) Discussion** Mr. Hancock explained that the Comprehensive Economic Development Strategy document was developed by Lassen County with input from the Lassen Economic Development Committee. The main body of the document including the 2016 demographic update has been provided with the agenda packet, and an entire copy of the appendices was produced with one copy made available in the Council office, and one copy made available for review with the Public agenda. It was requested at the previous meeting that the document be placed on the agenda for City Council to review and consider adoption of the CEDS as the City's Economic Development strategy.

Councilmember Schuster stated that she has not read the entire document, but has reviewed a large portion of it, and while some of the information may be outdated, it looks like a good place to start in moving the City forward with having an economic development strategy.

Councilmember Wilson asked if the County was still operating from the CEDS document by updating and adopting it each year.

Mr. Hancock stated that the Lassen Economic Development Committee was actively working to prepare a plan, and the County had an existing grant at the time that was set to expire. The funds were utilized to develop the documents, and one of the ongoing requirements of the grant funding prompted the 2016 update to the demographic data. Mr. Hancock stated that the structure at the County has changed considerably since that time, and he was not certain if they were actively implementing the Plan, however the City has continued implementing the goals and objectives as set forth in the Plan, particularly as related to the main street revitalization goals.

Councilmember Wilson stated that he was involved with the development of the document and there are components that the City adopted and unfortunately, some of the goals take a very long time to develop such as working with Caltrans on projects on Main Street. Sometimes it takes years and years to get the projects implemented due to the bureaucratic process and limited availability of funding.

Mr. Hancock explained that the City Council has been incredibly proactive through addressing property maintenance, particularly along Main Street with the installation of curb, gutter and sidewalk along Laurel Street and Rob's Way, and those projects require that the City follow all of the processes required by Caltrans, which are very involved. The City has been a leader in moving the goals and objectives forward, as is evidenced by the development along the mid-section of town, where just a few years ago there was an 80 percent vacancy rate in the Sierra Shopping center.

Mayor Garnier added that the improvements seen throughout the community have not just been limited to Main Street.

Councilmember Schuster commented that it was obvious that a lot of time and effort went into developing the document, and it would be unfortunate to start all over again on a document that was just the City's. An economic development strategy is key in continuing to move the City forward, and she expressed interest in having it come back for adoption.

Mayor Garnier asked if there were a downside to adopting the entire document as presented.

Mr. Hancock responded that the simplest action would be to direct staff to continue implementation of the priorities of the CEDS by resolution and adopting it as the City's own formal Economic Development strategy. There is no harm in that, however specific items related to policies such as creating a red team which involved a group of City and County staff that, due to the significant difference in the structure that exists in the County would be unnecessary as the City already has processes in place that are effectively based on the red team objective. When a developer comes in, the City schedules a meeting with all of the key agencies and departments so that the developer can get all of the answers at one time. That process has already been dialed in, however the City could include the County in more regional projects. Adopting the document as the City's is difficult due to the length and volume of information that may not be applicable or meaningful to the City's goals.

Councilmember Wilson noted that one of the reasons that the City did not adopt was it was such a large document, and there had been discussions about picking items that were relevant to the City, and creating something that was on just a few pages that would be readily available and easier to use and share with a

developer or someone who was interested in starting a business, rather than handing them a 250 page document.

Mr. Hancock explained that the City has a template for that. The direction that staff was moving in was to take the most relevant information and create a color brochure that was three or four pages in length. Staff went through all of the Economic Development studies that have been completed in the region for the past 30 years, and gathered the information, finding all of the common areas and key points, and consolidated into something tangible. People are looking for something that's 3 or 4 pages that can be provided by the schools, hospitals, and other agencies to people who are moving into the area, or considering moving to the area, to showcase the improvements and accomplishments that have been completed. The City has focused more on quality of life issues and aesthetics, but economic development must also include the installation of 21<sup>st</sup> century infrastructure, creating a business-friendly environment, and having a ready work-force. If the City Council wants to adopt the CEDS as the guiding document, then it would be prudent to review it thoroughly to determine what it will be committing us to do.

Councilmember Wilson stated that he has mixed feelings about adopting the document in its entirety, and he believes that it's important to bring it up and talk about it again. There are a lot of the projects that the City is working on that relate back to the document and the work that was invested in the creation of the Plan however there are a lot of priorities that are not identified, such as using the Susan River corridor as a bigger focus through town.

Mr. Hancock stated that it was important to highlight what has been accomplished, such as the repaving that has occurred within the past few years. The City has brought in nearly \$10 million dollars which is close to 25 percent of the residential streets being repaved, and the \$20 million commitment by Caltrans to redo Main Street. There have been several grants, the construction of the community pool, and it is important to show what has been accomplished and what is still to come.

Councilmember Schuster commented that the important part of the document is that it gives people hope to see what has been accomplished, and the knowledge that there are more things to come that will be positive things for the community.

Pat Holley suggested that the City prepare a quick and glossy presentation of what is there now, and a second level that provides more detail regarding short and long term goals that sells the community. Show something that is eye-catching and sharp to put your best foot forward, and then additional information to discuss potential projects.

Councilmember Stafford commented that he would support selecting the parts that are applicable and meaningful to the City, and prioritize in that way.

Councilmember Wilson concurred, adding that the CEDS document can be utilized as an appendix to refer to but to select the goals and objectives that are the most attainable. Mayor Garnier commented that that would be the direction to staff.

Mr. Hancock added that he had one more item to discuss, which was related to a request he received from Mr. McBride regarding a letter of support from the City Council in support of the Susanville Area Bicycle Association Trail Program. Mr. McBride provided a sample letter, and as there is a short turn-around time with City Council direction Mr. Hancock indicated he would prepare the letter as requested. It was the consensus of the City Council to do so.

**14      COUNCIL ITEMS:**

**14A    AB1234 travel reports:**

Councilmember Schuster noted that the Susanville Sanitary District was working near the bridge on Carroll Street and asked if the District Manager notifies the City before they begin these types of larger projects.

Mr. Newton responded that the District has the right to access their facilities in the right of way to perform maintenance, and normally when they will be disturbing asphalt, they do notify the City first.

Councilmember Schuster noted that there were a number of burned out lights in Riverside Park and Memorial Park.

Mr. Hancock noted that the City does have a program for replacing bulbs, and they are expensive and sometimes difficult to obtain so that the replacement time can be lengthy.

Mayor Garnier noted that on the north side of Riverside Drive where there are bollards to keep people from going down to the river, people are driving around them and they have created a new roadway to access the river. It poses a danger due to fire and potential illegal activity. The location right near the rest home is concerning, if a fire ever starts it will travel quickly up the hill.

Darrell MacChamber commented that on both sides of the river there are ongoing problems with trespassing activity and people engaging in behavior that poses a danger to the area residents.

Councilmember Stafford thanked Mr. MacChamber and Mr. Holley for bringing these topics up, and he offered to do whatever he could to be involved to find solutions.

Councilmember Wilson stated that it is important for people to call things in and report when they see people camping or gathering in places where they do not belong.

**Star Claire** commented that the fire danger at the river is particularly concerning, due to the close proximity of the nursing home. It is not simple to facilitate an evacuation of the residents in case of emergency. She expressed concern regarding the fire danger presented by the piles of brush that are located on the south side of the river.

**15      ADJOURNMENT:**

At 9:30 p.m. Mayor Garnier called for a five minute recess prior to reconvening in Closed Session.

At 9:37 p.m. the City Council reconvened in Closed Session.

Meeting adjourned at 10:37 p.m. Direction was given to staff in closed session, but there was no reportable action taken.

Respectfully submitted by

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Kathie Garnier, Mayor

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Gwenna MacDonald, City Clerk

*Approved on: September 20, 2017*