

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
September 5, 2018– 6:00 p.m.

Meeting was called to order at 6:00 p.m. by Mayor Stafford.

Roll call of Councilmembers present: Brian Wilson, Joseph Franco, Brian Moore, Mendy Schuster and Mayor Kevin Stafford

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Mayor pro tem Franco, second by Councilmember Moore, to approve the agenda as submitted; motion carried unanimously. Ayes: Franco, Moore, Wilson, Schuster and Stafford.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:01 p.m. the Council entered into Closed Session to discuss the following:

A CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6

Agency Negotiator: Dan Newton
Bargaining Unit: 1. Administrative
 2. Miscellaneous
 3. Public Works

B PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54957

1 City Administrator
2 Police Chief

C CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8

1 Property: APN #116-230-85-11 (Diamond Mountain Bar & Grill)
Agency Negotiator: Dan Newton, Interim City Administrator
Negotiating Parties: City of Susanville/Rebecca Anderson
Under Negotiation: Terms of Lease

4 RETURN TO OPEN SESSION:

At 7:07 p.m. the City Council reconvened in Open Session.

Staff present: Dan Newton, Interim City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; Dan Gibbs, Acting Public Works Director; Allan Sobol, Police Sergeant; Deborah Savage, Finance Manager; Quincy McCourt, Project Manager; and Gwenna MacDonald, City Clerk.

Mr. Newton reported that prior to Closed Session, the agenda was approved as submitted and during Closed Session, the City Council provided direction but no reportable action was taken.

Councilmember Moore offered the Thought of the Day.

5 BUSINESS FROM THE FLOOR:

Glen Yonan, Lassen Community College, requested that City Council consider naming the Memorial Park Ball Field after Frank Ernaga. Mr. Ernaga is the only local player to make it to the big leagues, and it is not uncommon for ball fields to be named in honor of community members. The park would not be renamed, it would be the ball field only, named as Frank Ernaga Field at Memorial Park.

Councilmember Schuster requested that the item be agendaized for consideration.

Councilmember Schuster requested separate consideration of Item 6B.

6 CONSENT CALENDAR:

- A Approve minutes from the City Council's July 5, 10 and 18, 2018 meetings
- B Approve vendor warrants numbered 201884 through 202056 for a total of \$1,086,767.59 including \$135,429.63 in payroll warrants
- C Approve **Resolution No. 18-5545** authorizing agreement with Professional Technical Bargaining Unit
- D Approve Lease Agreement with Marlin Johnson for 606 Nevada Street

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Item 6A, 6C and 6D; motion carried unanimously. Ayes: Wilson, Franco, Moore, Schuster and Stafford.

Motion by Mayor pro tem Franco, second by Councilmember Moore to approve Item 6B; motion carried. Ayes: Franco, Moore, Wilson and Stafford. Abstain: Schuster.

7 PUBLIC HEARINGS: No business.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS: Commission/Committee reports:

9 NEW BUSINESS:

9A Consider Resolution No. 18-5546 supporting the Historical Uptown Susanville Association (HUSA), Safe and Sane Halloween event on October 31, 2017 Mr. Newton reported that the City has received a request from HUSA for a street closure for the annual Safe and Sane Halloween celebration scheduled for October 31st in the historic uptown. The closure requires City support from the Streets division and Police Department to sweep the streets, set up and remove barricades and provide traffic control. The main street closure would be between 3:00 p.m. and 5:00 p.m., and closure of Pancera from 12:00 noon to 5:00 p.m. The total estimated cost to the City is approximately \$2,675 in staff time for the event.

David Teeter, District 2 Supervisor, thanked the City Council for its continued support of the event, which is attended by approximately 2,000 to 3,000 people every year. The City is named as a sponsor for the event, and it continues to be one of the most popular events in the uptown.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 18-5546; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Moore and Stafford.

Councilmember Wilson noted that Mr. Stan Bales entered the meeting and requested that he be allowed to make a public comment regarding another matter.

Stan Bales, representing Lassen Land and Trails Trust, spoke to the City Council regarding vandals that had sprayed graffiti along the Bizz Johnson Trail Bridge near Hobo Camp. He thanked the City Police Department, the Bureau of Land Management, Lassen County Sheriff's Department and especially to the trail users, who reported and assisted in the capture of the vandal.

Councilmember Schuster thanked Mr. Bales for his hard work on the trail, especially during the time of year when use of the trail increases from senior pictures to elderly people who enjoy looking at the fall leaf colors.

9B Consider Resolution No. 18-5547 approving Agreement with Frontier Communications for Public Works Department Phone System Mr. Gibbs explained that the Public Works Department phone system is aged and in need of replacement, as it has been in place for many years and parts are no longer available for the system. He referred to the system recently approved for the Fire Department through Frontier Communications, describing the features and advantages including compatibility with the Fire Department, adding that the increase to the Department budget would be \$50 per month in additional cost for the improved technology.

Mayor Stafford asked Chief Moore if he was happy with the system at the Fire Department.

Chief Moore responded that they are still getting used to the new technology, but so far they are very happy with the system as well as the service and support received from Frontier.

Motion by Councilmember Moore, second by Mayor pro tem Franco, to approve Resolution No. 18-5547; motion carried unanimously. Ayes: Moore, Franco, Wilson, Schuster and Stafford.

9C Consider Resolution No. 18-5549 approving purchase of Fire Department utility vehicle Chief Moore reported that the Fire Department has a need to replace the long distance response vehicle with a more reliable vehicle. The current utility truck is a 2000 model with 90,000 miles, and staff proposes to transfer this vehicle to the Administrative Department for the Building Official's use. The Fire Department would use mitigation funds in the amount of \$40,000 to purchase a utility vehicle with emergency response equipment.

There were no questions or comments.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Resolution No. 18-5549; motion carried unanimously. Ayes: Franco, Wilson, Moore, Schuster and Stafford.

9D Consider Resolution No. 18-5550 approving the Airport Capital Improvement Program for 2019-2024 Mr. McCourt explained that every year, the City is entitled to \$150,000 in funding from the Federal Aviation Administration (FAA) for use at the Susanville Municipal Airport. The funding requires that the City provide a ten percent local match, which the City budgets for annually. The funding can be carried forward and banked up to \$600,000, and part of the process requires the City to submit an Airport Capital Improvement Program report to the FAA as a list of projects and priorities for a five-year period. The report is reviewed and discussed by the Airport Commission who then makes their recommendations to City Council. The City current has \$58,958 of entitlement funding set to expire, and the Commission discussed ways to best utilize the funding. Staff met with the FAA to discuss options and their recommendation was to commit the funding to a design/construct pavement project. The Airport Commission agreed with that recommendation. Mr. McCourt reviewed the most recently approved

Airport Capital Improvement Plan which illustrated the additional \$59,000 project, and the next steps in the process.

Councilmember Wilson thanked staff for coming up with a way to utilize the additional funding, and not just sending it back. He is still concerned regarding the large projects coming up in the next few years, with associated costs that far exceed the City's annual entitlement amount. He asked if it would be possible to phase the projects, or reduce the scope to account for the anticipated shortfall. He is concerned that the City is over-committing itself to projects when the additional funding to complete those projects is not being set aside.

Mr. McCourt responded that if the feedback is to reduce the scope, then the City could look at rolling those improvements into the next phase of funding. The projects are designed without estimates, and the FAA paid for the designs, so they do prioritize those projects and they will dedicate a lot of effort into supporting the implementation of those projects, with additional funding sources that are not available to the City. He discussed the possible State matching funds and continuing to work with the FAA through the process.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 18-5550; motion carried unanimously. Ayes: Wilson, Franco, Moore, Schuster and Stafford.

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

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

12 **CONTINUING BUSINESS:**

12A **Consider Resolution No. 18-5548 approving Civic Contribution Fund policy** Mr. Newton reported that at its August 15th meeting, the City Council considered and discussed options for establishing a policy to provide guidelines when responding to requests for civic contribution funding. The option chosen would allocate \$1,000 to each Councilmember to use as a discretionary fund, and utilize the remaining \$5,000 that is annually budgeted to fund larger or routine requests. The policy will be formalized by resolution.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 18-5548; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Moore and Stafford.

12B **Consider proposed Design for construction of Dog Park at Skyline Park** Mr. McCourt clarified that the action requested for this item was direction to proceed with the design of the park, and not approving the final design. He explained that community members have approached the City Council requesting the establishment of a dog park, and the location at Skyline Park was proposed as a result of workshops and outreach conducted as part of the Paul Bunyan Connectivity Grant. The City has funding available in the Parkland Dedication Fund, in addition to a contribution by an anonymous donor, and the location is compatible with the Skyline Master Plan.

Mr. McCourt referred to the map which illustrated three proposed locations, existing infrastructure, and explained that he met with Mr. Gibbs and identified the likely location where water could be accessed on the property. He added that it would be important to conduct additional workshops to gain community input regarding the project.

Mayor pro tem Franco asked Ms. Mimi Rena if she could comment regarding the meeting that was held with supporters of the dog park.

Ms. Rena discussed items on the agenda, features that the group would like to see at the park, and she expressed reluctance at the Skyline Park location due to the lack of trees, green space and water. The possible distance from the parking lot to the park was also a problem for some dog owners who may have a hard time walking.

There was a general discussion regarding the location, planned improvements and the next steps in the process. The City Council directed staff to move forward with the design of the dog park at Skyline Park.

12C Consider proposal to change the name of Riverside Park to Fruit Growers Park Mr. McCourt explained that staff was proposing a discussion of the suggestion to rename Riverside Park to Fruit Growers Park. If the consensus is to change the name, that would have to be brought back to the next Council meeting to adopt by resolution. Mr. Newton added that staff has conducted some preliminary research and there are differing opinions regarding when the name became Riverside Park. If the interest is to change the name, then the importance of identifying exactly when the name changed may not be that critical. Staff is looking for direction on Council priorities, and given the number of other projects that staff is working on, whether or not Council would like additional research conducted on the name change.

Mayor pro tem Franco stated that he had wanted to know how long ago the park had been named Fruit Growers Park, however, Susanville is not a mill town anymore. He continued that he is looking forward to a time when the river corridor becomes a highlight of the community, having Riverside Park makes sense.

Councilmember Schuster explained that Fruit Growers Supply Company came to Susanville in 1921, and in 1944 Eagle Lake Lumber purchased the property and there are 8 streets in that neighborhood named in recognition of the company that so many people worked for. It is a big part of the community's history that should not be forgotten. She talks to people all the time who want to see Susanville become the community it once was, and this is a simple way to work towards that.

Mayor pro tem Franco agreed that it is very much a part of Susanville's history and there are positive aspects of being a mill town.

Councilmember Moore suggested that perhaps the name of the park could be Fruit Grower's Park on Riverside Drive.

David Teeter, District 3 Supervisor, commented that he was a history major in college and retaining the history and character of the community is important for many reasons and naming it Fruit Growers is historic and unique which also creates good branding for the community.

Mayor Stafford suggested conducting a survey to let the community decide.

It was the consensus of the City Council to conduct a 30 day survey online.

There was a general discussion regarding the history of the naming of the park and the challenges in determining how long it has been known as Riverside Park.

Councilmember Schuster asked if the City Council would be allowed to participate in the online survey discussion.

Jessica Ryan, City Attorney, advised against Council participation because it could be construed as a Brown Act violation.

It was the consensus of the City Council to post a survey online for 5 weeks, to have staff limit the historic research to four hours of staff time and to determine whether that cost could be compensable through the Riverside Park CDBG grant.

12D Consider the addition of added projects to the Intern Approved Project List Mr. McCourt explained that the City Council has approved the employment of interns on projects that are reimbursable by grants and other funding sources. The City would like to add the Regional Water Management Group program and the Planning, Programming and Monitoring program to the Intern Project List.

Councilmember Wilson asked if the interns are paid by the City and then the City receives reimbursement.

Mr. McCourt confirmed that they were.

Councilmember Wilson commented that the Planning, Programming and Monitoring funding can be challenging to obtain.

There was a general discussion to utilize interns to provide additional staffing resources for work that has historically been paid for through PPM funding allocated to the City and County.

Motion by Councilmember Schuster, second by Councilmember Wilson, to approve the amendment to the Intern Approved Project List; motion carried unanimously. Ayes: Schuster, Wilson, Franco, Moore and Stafford.

13 CITY ADMINISTRATOR'S REPORTS:

13A Public Works Department Update Mr. Gibbs reviewed accomplishments, key projects in progress and ongoing tasks and responsibilities for the Engineering, Streets, Natural Gas and Water Divisions of the Public Works Department.

Mayor Stafford commented that the Public Works crew does a great job.

Councilmember Schuster added that the streets in town look very good.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Mayor pro tem Franco discussed a problem with street striping at Meadowview School which directs a left-hand turn into an exit only roadway.

15 ADJOURNMENT:

Motion by Councilmember Schuster second by Mayor pro tem Franco, to adjourn; motion carried. Ayes: Schuster, Wilson, Moore and Franco. Absent: Stafford.

Meeting adjourned at 8:40 p.m.

Kevin Stafford, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

Approved on: October 3, 2018