CITY OF SUSANVILLE
66 North Lassen Street • Susanville CA
Brian R. Wilson, Mayor
Nicholas B. McBride, Mayor pro tem
Lino P. Callegari Rod E. De Boer Kathie Garnier

SUSANVILLE COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION SUSANVILLE PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting • City Council Chambers
October 21, 2015 * 6:00 p.m.

Call meeting to order
Roll call of Councilmembers present

Next Resolution No. 15-5228
Next Ordinance No. 15-1004

1 **APPROVAL OF AGENDA**: (Additions and/or Deletions)

2 **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session. The City Administrator will provide an oral update on the status of any open labor negotiations.

3 **CLOSED SESSION**:
A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
1 Agency Negotiator: Jared G. Hancock
Bargaining Unit: Administrative, Firefighters, SPOA
2 Workers Compensation Summary
3 Assistant Engineer

4 **RETURN TO OPEN SESSION**: (recess if necessary)
- *Reconvene in open session at 7:00 p.m.*
- *Pledge of allegiance*
- *Report any changes to agenda*
- *Report any action out of Closed Session*
- *Moment of Silence or Thought for the Day: Councilmember Garnier*
- *Proclamations, awards or presentations by the City Council*
  1 **Employee 20-year Service Recognition**
  2 **America's Best Communities Grant Application**

5 **BUSINESS FROM THE FLOOR**:
Any person may address the Council at this time upon any subject **not on the agenda** within the jurisdiction of the City Council. However, any matter that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit.

6 **CONSENT CALENDAR**:

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

A Receive and file minutes from the City Council's September 2, 2015 meeting

7 **PUBLIC HEARINGS**:

A Consideration of **Resolution No. 15-5224** Accepting Annual Report of Development/Mitigation Fees for Fiscal Year 2014-2015

B Consideration of **Resolution No. 15-5226** approving Urban Water Management Plan Addendum #1

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS**:

Commission/Committee Reports:

9 **NEW BUSINESS**: No business.

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

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

12 **CONTINUING BUSINESS**:

A Consider establishment of Very High Fire Hazard Zone within the City of Susanville

13 **CITY ADMINISTRATOR'S REPORTS**: No business.

14 **COUNCIL ITEMS**:

A AB1234 travel reports:

15 **ADJOURNMENT**:

- ***The next regular City Council meeting will be held on November 4, 2015 at 6:00 p.m.***

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.org, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for October 21, 2015 in the areas designated on October 16, 2015.

Gwenna MacDonald, City Clerk

AGENDA ITEM NO. 6A

Reviewed by: JGH City Administrator
____ City Attorney

X Motion Only
____ Public Hearing
____ Resolution
____ Ordinance
____ Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 21, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's September 2, 2015 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's September 2, 2015 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's September 2, 2015 meeting.

ATTACHMENTS: Minutes: September 2, 2015

SUSANVILLE CITY COUNCIL
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY
Regular Meeting Minutes
September 2, 2015 – 6:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130

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

Roll call of Councilmembers present: Kathie Garnier, Nicholas McBride, Rod E. De Boer, Lino P. Callegari and Brian R. Wilson.

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

1 APPROVAL OF AGENDA:
Mr. Hancock requested the removal of Item 9C and Item 13E from the agenda.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve the agenda with the removal of Item 9C and 13E as requested; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

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

A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:

1 Agency Negotiator: Jared G. Hancock
Bargaining Unit: Administrative, Firefighters, Miscellaneous, Public Works, SPOA

2 Employee Status Report

B CONFERENCE WITH REAL PROPERTY NEGOTIATORS – PURSUANT TO Government Code §54956.8:

1 Property: Susanville Municipal Airport
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville: American Medflight
Under negotiations: Price/Conditions/Terms of Lease/Agreement

Closed Session recessed at 6:59 p.m.

4 RETURN TO OPEN SESSION: At 7:07 p.m. the City Council reconvened in Open Session.
Staff present: Thomas Downing, Police Chief; Dan Newton, Public Works Director; James Moore, Fire Chief; Deborah Savage, Finance Manager and Gwenna MacDonald, City Clerk.

Mr. Hancock stated that prior to Closed Session the agenda was approved with the removal of Item 9C and 13E. In closed session the City Council gave direction but there was no reportable action.

Mr. Hancock provided the Thought of the Day.

The City Council presented certificates and longevity pins to employees to recognize years of service.

Chief Downing provided an update regarding the Active Shooter training conducted at the Lassen County High School. There were approximately 270 participants creating as realistic a scenario as possible. Chief Downing stated that the planning, execution and training debriefing position the community to be as prepared as possible for an event that everyone hopes will never be seen in Susanville. He presented a plaque of appreciation for the hard work and dedication of three individuals who made the event possible; Officers Nathaniel Horton and Terra Avilla, and Christi Meyer, Lassen Family Services.

5 **BUSINESS FROM THE FLOOR**: There were no public comments.

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

- A Receive and file minutes from the City Council's July 22, August 5 and 19, 2015 meetings
- B Approve vendor warrants numbered 94864 through 95002 for a total of $706,479.96 including $111,688.25 in payroll warrants
- C Receive and file Finance Reports: July 2015
- D Receive and file Quarterly TOT Report

Mayor pro tem McBride requested the removal of Item 6D for separate discussion.

Motion by Councilmember Callegari, second by Mayor pro tem McBride, to approve Consent Calendar items 6A, 6B and 6C; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Ms. Savage reviewed the quarter transient occupancy tax report, explaining that the increase of $41,000 in revenue was a reflection of various factors including the warmer weather and lower gas prices that result in an increase in travel through the area.

Motion by Councilmember Garnier, second by Mayor pro tem McBride, to approve Consent Calendar Item 6D; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

7 **PUBLIC HEARINGS**:

7A Consider Resolution No. 15-5202 appeal of Planning Commission denial of Use Permit 15-009 request for installation of 20-foot free standing sign on Main Street Mr. Sanders explained that as part of the development of the new Rite Aid store located at the northwest corner of Main and Ash streets Rite-Aid, the City received a request to allow the installation of a 20-foot tall free standing sign. The 20 foot height is 5 feet taller than the standard outlined in the Susanville Zoning Code for the C-2 zoning district. Exceptions to the sign code may be granted by use permit approved through the Planning Commission process, with the burden of proof being place on the applicant to show that adhering to the standards would create practical difficulties or hardships for the business. The hardship stated by the applicant is that the 15 foot sign will be less visible for traffic approaching the site from the west, moving eastbound on Main Street and that drivers will not have adequate time to make a decision to enter the site. The first entry point for eastbound vehicles requires a left turn onto Park Street and failure to make the Park Street turn requires vehicles to proceed to Ash Street, turn left, then turn left again on First Street and enter through the rear of the site. Another aspect of the request for the increased height is also placed on a topographical rise in Main Street west of the project site which they feel reduces visibility. There are other pre-existing signs in the vicinity which exceed the current height requirements including Grocery Outlet, Chevron, Knight's Inn and the existing free standing sign on the project site.

Staff reviewed the request and prepared an analysis of the time needed for an average driver to see the sign and prepare to turn into the site based upon vehicle speed, viewer reaction distance and time, and prepared findings for consideration by the Planning Commission. On July 9, 2015 the Planning Commission conducted a public hearing and concluded that a hardship did not exist which would justify an exception to the Zoning Code and denied the request. The applicant made a request to appeal the Planning Commission's decision to the City Council, and staff is also recommending to the City Council that a hardship does not exist which would be remedied by the installation of a 20 foot sign at the proposed location.

Councilmember Garnier asked if there would be a sign at the east side of the block.

Mr. Sanders responded that there would be a 15 foot sign at the corner of First and Ash Street.

Councilmember Garnier commented that vehicles traveling east on Main Street and attempting to turn left onto Park Street would have a difficult time making the turn lane if anyone traveling the opposite direction were turning left at the intersection of Alexander and Main Street.

Mr. Sanders responded that the project access points were dependent upon what would or would not be allowed by Caltrans, and explained that all of the new construction that had occurred on Main Street in the C-2 zone had been held to the 15 foot sign height restriction.

Mayor Wilson opened the public hearing at 7:19 p.m. and requested public comments.

Jerry Powell, project manager, stated that Mr. Sanders has been great to work with throughout the development process, however he has reached a different conclusion regarding the hardship presented to the Susanville Planning Commission. Rite Aid is a nationwide chain and the sign height is a standard height and with the signs in the immediate vicinity that exceed the 15 foot limit, it would not detract from the current appearance of signage already in existence at the intersection. The development will be a huge change for that section of main street, and the accessibility to the lot is already hindered by the Caltrans requirements, as they were not willing to accommodate any turn pockets or anything that would help improve the ease of traffic going through town to stop at the store. He requested the 20 foot sign height in order to take advantage of directing traffic to the site.

There being no further comments, Mayor Wilson closed the public hearing at 7:21 p.m.

Councilmember De Boer stated that he did not feel five feet made a significant difference and he would support the installation of a 20 foot sign.

Councilmember Callegari agreed, adding that it was important to remain business friendly, and while the local residents would learn how to access the site, visitors coming through town would not. Susanville relies heavily on tourism and traffic moving through the area and it is important for those people to be able to access the stores as well.

Councilmember Garnier commented that a lot of time had been put into consideration of the item by the Planning Commission, and it would set a precedence to allow installation of a taller sign.

Mayor pro tem McBride added that the Planning Commission has approved other variance requests and

the development is a big improvement to the community.

Motion by Councilmember Garnier, second by Mayor pro tem McBride, to grant the appeal and allow the construction of a 20 foot high sign.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS: None.
Commission/Committee Reports:

9 NEW BUSINESS:

9A Consider approval of Resolution No. 15-5203 accepting Volunteer Fire Assistance grant and authorizing Fire Chief to execute agreement Chief Moore explained that the Susanville Fire Department's 2015 Volunteer Fire Assistance (VFA) application had been selected for a reimbursement grant in the amount of $3,125.00 to assist the Department in training or to purchase equipment for the prevention or suppression of vegetation fires. Staff budgeted $3,125 in the 2015/2016 fiscal year to purchase miscellaneous equipment and the grant will match that purchase at $3,125, allowing the purchase of additional radios and equipment. The City must complete the Agreement with CalFire in order to accept the award.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 15-5203; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Abstain: McBride

9B Consider approval of Resolution No. 15-5204 updating Federal Excess Personal Property Agreement Chief Moore reported that in 2013 the City Council approved a Cooperative Agreement with the State of California Department of Forestry and Fire Protection for the loan of Federal Excess personal property to be used for the Susanville Fire Department. CalFire has requested an update of the five-year agreement to reflect the appointment of a new Fire Chief and all other terms and conditions of the agreement remain the same.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 15-5204; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Abstain: McBride

~~9C Consider approval of Accounts Receivable write-off~~

At 7:30 p.m. the City Council recessed to reconvene as the Susanville Public Financing Authority.

The meeting was called to order at 7:34 p.m. with a roll call of all members present.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY:

10A Resolution No. FA-15-11 authorizing the appointment of Officers Mr. Hancock explained that the Susanville Public Financing Authority was established in 1990 as a legal joint powers entity between the City of Susanville and the Susanville Municipal Energy Corporation. The debt issued for the remodel of City Hall and the bonds issued for financing the natural gas system and water system are all issued through the Financing Authority. He explained that according to the bylaws it was necessary to update the appointment of a Chairman, Vice Chairman, Secretary, and Officers by the Board. Staff recommendations for the positions authorized by Resolution No. FA 15-11 were to appoint the Mayor, Mayor pro tem and City Clerk respectively as Chairman, Vice Chairman and Secretary of the Board, with the City Administrator appointed as Executive Officer.

Motion by Director De Boer, second by Director Garnier, to approve Resolution No. FA 15-11; motion carried by polled vote. Ayes: Garnier, McBride, De Boer and Wilson. No: Callegari.

Mr. Hancock telephoned Mr. Rudy Salo of Umpqua Bank who would be available via telephone conference call for any questions that may arise during the discussion.

10B Resolution No. FA-15-12 authorizing the execution of certain financing documents with the City of Susanville and authorizing and directing certain actions with respect thereto Mr. Hancock reported that at the request of the City Council, staff has been working with Umpqua Bank to issue $1.2 million in financing with $1.1 million being transferred to the Honey Lake Valley Recreation Authority (JPA) for the City's share of the construction cost for the new community pool. The City will be using the Facility Lease-Lease Back method for the loan financing. Under this method, the City and the Susanville Public Financing Authority (the "Authority") will enter into a Site Lease Agreement for use of the property at 1805 Main Street. The City agrees to lease the property to the Financing Authority who will assign the lease agreement to Umpqua Bank. The Bank will lease the property back to the City and the City will pay rent to the Bank. The City used this same method to finance the modernization of City Hall in 2002 and it is a fairly standard practice for government agencies, allowing the issuance of tax-exempt bonds and securing the most competitive interest rate. He explained that the total debt service cost, principal and interest over life of loan, would be $1,736,376. Principal $1.1 million, approximately $536,376 in interest and approximately $50,000 in loan closing costs with the remaining $50,000 used for the first lease payment. Upon receiving the funds, the City will transfer $1.1 million to the JPA. Mr. Hancock requested comments or questions from the Board.

Director Callegari objected to the concept and discussed the deficit numbers that had been presented during the 2015-2016 fiscal year budget workshop. He stressed that the City is obligated to provide police, fire, and public works services and that the remodel of City Hall was a necessary maintenance of a City Hall asset. A pool should have gone to a vote by the people, and it is outside the purview of what the City should be providing.

An unidentified audience member asked what the difference was between a pool and the Golf Course or Airport.

Councilmember Callegari responded that there was no difference, and that more people needed to be in attendance to share their viewpoint.

Kurt Bonham stated that he was concerned with the City's deficit as discussed during the budget workshop in June, and he protested the lack of opportunity to review an attachment that had been provided at the meeting. He discussed the need for an operation plan to keep the project from increasing in scope and price the way the natural gas project had. He stressed the need to go back to the people and to develop a cost plan and make sure that there were reasonable assurances that the City could afford to proceed.

Chairperson Wilson asked where the City was on the final budget deficit for fiscal year 2015-2016.

Ms. Savage responded that the final number was $43,000.

Chairperson Wilson asked if additional revenues had been received since the Council approved the budget in June.

Mr. Hancock replied that the City entered into a professional services agreement with Inter Regional Water Management, had received a dividend check from SCORE, and staff continually focuses on a conservative budget approach, with the cash report indicating the City continues to increase reserves every year.

Director Callegari stated that the General Fund has subsidized the Golf Course and Airport Enterprises, and the City should not proceed with acquiring more debt. He added that he talks to a lot of people who are not in favor of a pool.

Chairperson Wilson commented that everyone he speaks with is one hundred percent behind the City moving forward with the pool, and the dollar amount represents five percent of the City budget, and the proposal saves money through a reduction in the annual contribution and favorable interest rates.

There was general discussion regarding the pros and cons of the pool project and community support for a tax measure.

Vice Chairperson McBride stated that at the budget workshop every year the Council has an opportunity to discuss budget needs directly with the department heads and he is confident that the needs of the city's departments are being met. When he ran for office he did a lot of door to door campaigning and the one thing people talked about most often was wanting a swimming pool back in the community.

Motion by Vice Chairperson McBride, second by Director Garnier, to approve Resolution No. FA 15-12; motion carried by polled vote. Ayes: Garnier, McBride, and Wilson. No: De Boer and Callegari.

Director De Boer stated that he respected and supported the concept of a community swimming pool however he would have preferred taking it to the people for a vote.

Motion by Director Callegari, second by Vice Chairperson McBride, to adjourn the meeting of the Susanville Public Financing Authority and reconvene as the Susanville City Council; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Meeting adjourned at 8:17 p.m. and the City Council reconvened at 8:18 p.m.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

Mr. Hancock suggested the Council consider Item 12B prior to Item 12A.

12 CONTINUING BUSINESS:

12B Consider approval of Resolution No. 15-5205 authorizing the City to enter into a loan and financing plan for construction of a Community Swimming Pool Mr. Hancock stated that the action taken by the Susanville Public Financing Authority required a corresponding action by the City Council to consider approval of the Facility Lease-Lease Back method for financing a loan for the construction costs of the new community pool. The issuance by Umpqua Bank of $1.2 million in financing with $1.1 million being transferred to the Honey Lake Valley Recreation Authority (JPA) for the City's share of the construction cost for the new community pool. Would reduce the City's annual contribution to the JPA from $200,000 to $80,000.

There were no questions or discussion.

Motion by Mayor pro tem McBride, second by Councilmember Garnier, to approve Resolution No. 15-5205; motion carried by polled vote. Ayes: Garnier, McBride and Wilson. No: De Boer and Callegari.

12A Consider approval of Resolution No. 15-5201 awarding contract for STIP projects to Dyer Engineering Consultants Mr. Newton explained that the STIP Project 'FC' for overlay of certain streets was conceptualized several years ago to improve ride-ability and reduce annual maintenance costs. To complete the construction, the City first has to provide cultural studies in order to complete the environmental document and since the project will utilize federal funds both California Environmental Quality Act and National Environmental Policy Act documents are required. Cultural studies are a highly specialized task so a Request for Proposals (RFP) was prepared to secure these professional services. On June 23, 2015, staff released a request for proposals (RFP) for environmental consulting and design services. On July 17, 2015, two proposals were received from Dyer Engineering Consultants, Inc. and Remedy Engineering, LLC. The proposals were evaluated by multiple staff members using the criteria and weighting described in the RFP. Remedy Engineering's proposal was complete and scored more favorably, but staff was unable to negotiate a contract that was less than that allowed under the program funding. Both firms received favorable ratings from the review team and the team remains very comfortable moving forward with Dyer despite the overall higher scoring for Remedy. The results of the evaluations were consistent in that Dyer Engineering Consultants was determined to be the most responsive firm that is capable of completing the work successfully.

Mayor Wilson asked if Remedy Engineering was aware of the project budget.

Mr. Newton responded that the process required discourages using costs as the sole criteria, and the project budget is not published as part of the RFP. The Federal Government has determined that other criteria such as ability, qualifications and completion of similar projects are more heavily weighted than cost.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 15-5201; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

13 <u>CITY ADMINISTRATOR'S REPORTS</u>:

13A Natural Gas Report: July 2015 Ms. Savage reviewed the monthly report of gas therms sold, revenues, cash balance, total customers and heating degree days for the City's natural gas utility. Ms. Savage added that the fund is doing very well in spite of the warmer than normal winter of 2014-2015.

13B Golf Course Update: July 2015 Ms. Savage reviewed the monthly report of revenues, expenses and cash balances for the Golf Course for July 2015. The expenditures were up due to pump maintenance, resulting in a corresponding drop in cash balance. The round played are up, the pro shop and restaurant are doing well, and the change in 2014-2015 figures were the result of a few late invoices coming in.

Councilmember Callegari asked how the water was holding up.

Mr. Hancock explained that the well feeds both irrigation ponds, and the expense for replacing the pump motor and resulting re-configuration has improved the irrigation. They continue to work on sprinkler patterns, over-seeding, and have met with a greens expert to address some of the irregularity in green condition that was an issue last year.

13C Water Conservation Update Mr. Newton reported that emergency water regulations established by Ordinance No. 15-1003 and mandated by the State Water Resources Control Board have been actively enforced beginning June 1, 2015. Staff has been observing violations of any of the regulations and responding according to enforcement provisions in the ordinance, and have placed 110 violation notices as door hangars, written four follow up letters and issued zero citations. In addition staff have distributed 144 low flow shower heads. For the month of July, the City achieved a 32.5 percent conservation rate in potable water usage compared to June 2013. The target was a 50 percent reduction during the summer months for an overall reduction of 36 percent.

Councilmember Garnier asked if schools and parks were in compliance. There was a general discussion regarding conservation efforts and cooperation throughout the City.

13D ISO and Assistance to Firefighters Grant Update Chief Moore reported that the $250,000 AFG Grant received by the Department was used to purchase equipment, fit the equipment to the employees and train on the appropriate use. There is approximately $55,000 remaining and the Department will be submitting a request to purchase additional equipment in 2016.

Chief Moore continued by explaining that the ISO rating is reviewed and updated every ten years, and the recent inspection has resulted in an increase of the City of Susanville's ISO rating to a 3. Out of 50,000 fire agencies nationwide, only 2,300 agencies are rated at 3. The City very narrowly missed achieving a rating of 2, which is only given to approximately 900 agencies nationwide, and he would be calling the rating agency to discuss efforts that might result in an improved rating. The 3 rating was due in part to the dispatch services currently utilized by the Department.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

A AB1234 travel reports:

Councilmember Callegari provided an update regarding his recent attendance at the 2015 Annual ACCAP conference.

15 ADJOURNMENT:

Motion by Councilmember De Boer, second by Councilmember Callegari to adjourn; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Meeting adjourned at 8:44 p.m.

Respectfully submitted by

_____
Brian R. Wilson, Mayor

Approved on: _____

_____
Gwenna MacDonald, City Clerk

AGENDA ITEM NO. 7A

Reviewed by: JGH City Administrator
___ City Attorney

___Motion only
_X_Public Hearing
_X_Resolution
___Ordinance
___Information

SUBMITTED BY: Deborah Savage, Finance Manager

ACTION DATE: October 21, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5224** Accepting Annual Report of Development/Mitigation Fees for Fiscal Year 2014-15.

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Government Code Section 66000, also known as the Mitigation Fee Act, provides the legal authority for local agencies to charge and collect development impact fees for new development within their jurisdiction. The fees require new developments to pay their fair share of their impact on existing facilities and to pay for new facilities to maintain existing service levels. Government Code 66001 requires local agencies that impose a fee as a condition of approval of a development project to identify the purpose of the fee and the use to which the fee is to be put. After the adoption of the 1990 General Plan, the City contracted with The Abby Group to prepare a Capital Facilities Mitigation Analysis which projected population growth and future development and the cost of the additional public facilities that would be needed to serve the increased population. The cost of the new facilities was then divided by the number of projected homes and square feet of commercial development to determine a fair share cost for each new development. Periodically, the City has increased these fees to more closely keep up with inflation.

In some cases, the City has also adopted additional provisions outlining the use of specific funds. Municipal Code Title 3, Chapter 32, outlines the use of Public Facilities impact fees for Police, Fire, Street and Traffic Facility and Maintenance. Municipal Code Title 16, Chapter 32, outlines the use of Parkland Dedication Fees. Most Impact fees apply equally to all new development within the City limits. However, in some instances, fees have been assessed to a specific development for public facilities that will benefit a specific geographic area. On June 1, 1992, the City Council approved Phase One of the Skyline Terrace Tentative Subdivision Map and later additional mitigation fees for that project area.

#93-2471 Establishing the Skyline Drive/Numa Signal Traffic Signal Fund
#93-2473 Establishing the Skyline/Hwy 139 Traffic Signal Fund and Resolution
#95-2649 Establishing a Class 1 Bicycle Lane Construction Fund for Skyline Road
#14-5108 Establishing Traffic Signal Fund by combining Skyline/Numa and Skyline/139

All of the mitigation funds are deposited into separate accounts and interest income is allocated accordingly. These funds are considered "restricted" funds and expenditures are made only for the purpose for which the fee was originally collected. Government Code 6600 (b) outlines the annual reporting requirements.

RECOMMENDATION: Motion to adopt Resolution 15-5224 Accepting Annual Report of Development/Mitigation Fees for Fiscal Year 2014-15.

RESOLUTION NO. 15-5224
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE ACCEPTING REVENUES AND EXPENDITURES REPORT FOR THE CITY OF SUSANVILLE MITIGATION FUNDS

WHEREAS, the City of Susanville charges capital facilities and maintenance improvement fees for developments within the city limits; and

WHEREAS, the purpose of these fees is to reduce the impact on the City of Susanville caused by new development; and

WHEREAS, the money is collected and deposited into separate funds and interest income is allocated on average cash balance in each fund; and

WHEREAS, the City of Susanville has set up the following funds:

Street Mitigation Fund
Police Mitigation Fund
Fire Mitigation Fund
Park Dedication Fund
Traffic Signals Fund
Skyline Bicycle Lane Fund

WHEREAS, Government Code Section 66006 requires local agencies to report information on the collection and use of development/mitigation fees; and

WHEREAS, the following fees were charged, collected and spent in fiscal year 2014-2015 as itemized on Appendix A:

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville does hereby accept the revenues and expenditures report for The City of Susanville's Mitigation Funds.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST : _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular adjourned meeting of the City Council of the City of Susanville, held on the 21st day of October, 2015.

By the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

APPENIDIX A
RESOLUTION No. 15-5224

Streets Mitigation Fund
Amount of fees: $ 0.92 square foot of new commercial/residential conditioned living space

Ending Fund Balance at 6/30/14:	$	110,986
Interest correction	$	161
New Beginning Fund Balance at 7/1/14	$	111,147
Fees and interest collected during FY 2014-15:		
Fees	$	6,790
Interest	$	330
Expenditures and type during FY 2014-15:	$	0
Fees returned or allocated during FY 2014-15:	$	0
Ending Fund Balance at 6/30/15:	$	118,267
Amount of fees in ending balance at the Five Year Point:	$	5,430

Funds committed to the following project:

Police Mitigation Fund
Amount of fees: $ 1.19 per square foot of new commercial/residential conditioned living space

Beginning Fund Balance at 7/1/14:	$	59,870
Fees and interest collected during FY 2014-15:		
Fees	$	8,782
Interest	$	134
Insurance Proceeds	$	2,357
Sale of Capital Assets	$	1,350
Expenditures and type during FY 2014-15:		
One Police Vehicle	$	36,073
Fees returned or allocated during FY 2014-15:	$	0
Ending Fund Balance at 6/30/15:	$	36,420
Amount of fees in ending balance at the Five Year Point:	$	0

Funds committed to the following project:

Fire Mitigation Fund
Amount of fees: $ 0.87 per square foot of all new residential space
$ 1.08 per square foot of all new commercial space

Beginning Fund Balance at 7/1/14:	$	129,967
Fees and interest collected during FY 2014-15:		
Fees	$	8,910
Interest	$	362
Sale of Capital Assets	$	3,766
Expenditures and type during FY 2014-15:		
Facility Remodel	$	2,300

Refurbish Fire Engine	$	43,945
City Match FEMA Air Pack Grant	$	12,213
Fees returned or allocated during FY 2014-15:	$	0
Ending Fund Balance at 6/30/15:	$	84,547
Amount of fees in ending balance at the Five Year Point:	$	0

Funds committed to the following project:

Park Dedication Fund

Amount of fees: $ 571.58 - single family homes
$ 457.62 - per unit for duplexes, triplexes and fourplexes
$ 413.84 - per unit for multifamily dwellings
$ 388.34 - per unit for mobile homes in mobile home parks

Beginning Fund Balance at 7/1/14:	$	25,015
Fees and interest collected during FY 2014-15:		
Fees	$	0
Interest	$	310
Close Sierra Park Project and return funds	$	160,000
Expenditures and type during FY 2014-15:		
Parks Equipment (mower)	$	10,041
City Contribution – Roop's Fort	$	5,000
Fees returned or allocated during FY 2014-15:	$	0
Ending Fund Balance at 6/30/15:	$	170,284
Amount of fees in ending balance at the Five Year Point:	$	153,471

Funds committed to the following project:

Skyline Bicycle Lane Established by Res #95-2649

Amount of fees: $ 173.72 - per lot per year and increases $5.16 per year within Skyline Terrace

Beginning Fund Balance at 7/1/14:	$	7,482
Fees and interest collected during FY 2014-15:		
Fees	$	0
Interest	$	21
Expenditures and type during FY 2014-15:	$	0
Fees returned or allocated during FY 2014-15:	$	0
Ending Fund Balance at 6/30/15:	$	7,503
Amount of fees in ending balance at the Five Year Point:	$	6,732

Funds committed to the following project:
Bicycle lane constructed in 1998.

Traffic Signals Fund

Beginning Fund Balance at 7/1/14:	$	96,036
Fees and interest collected during FY 2014-15:		
Fees	$	0
Interest	$	268
Expenditures and type during FY 2014-15:	$	0
Fees returned or allocated during FY 2014-15:	$	0
Ending Fund Balance at 6/30/15:	$	96,304
Amount of fees in ending balance at the Five Year Point:	$	93,825
Funds committed to the following project:		
Skyline/Numa:	$	78,187
Skyline/139 Signal	$	18,117

AGENDA ITEM NO. 7B

Reviewed by: JGH City Administrator
_____ City Attorney

_____ Motion only
X Public Hearing
X Resolution
_____ Ordinance
_____ Information

Submitted by: Dan Newton, Public Works Director

Action Date: October 21, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5226** approving Addendum #1 to the City of Susanville Urban Water Management Plan 2010.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: As an Urban Water Supplier, the City of Susanville is required to adopt an Urban Water Management Plan every five years. In August 2011, the City Council adopted the 2010 Urban Water Management Plan (UWMP) and submitted the plan to the State Department of Water Resources (DWR). In June 2014, the State DWR notified the City that our 2010 plan does not meet the requirements of the California Water Code in two areas.

1) Baseline per capita use was not calculated in accordance with DWR Methodologies. (CWC 10608.20 (h) (1) (A)).

2) The target method selected by the City for setting the 2020 target water use was not identified. (CWC 10608.20 (b)).

The proposed changes to the 2010 UWMP are outlined in Addendum # 1. In summary, 10 years of water production data have been used to establish a baseline per capita daily use. The baseline use has been reduced by 20 percent and set as the 2020 target. The proposed baseline per capita daily use is 328 gallons per capita per day (gpcd). The proposed target is 262 gpcd.

When staff received the letter in June 2014, the decision was made to address the deficiencies in the 2010 UWMP when preparing the 2015 UWMP. The DWR agreed that the required changes could wait until the preparation of the 2015 UWMP. However, the 2015 UWMP is not due until June 2016 and the guidelines for preparation of the 2015 plan have not yet been published.

An eligibility requirement for the recently submitted Integrated Regional Water Management Plan (IRWMP) Implementation Grant, is that the City have a compliant UWMP. The IRWMP grant will not be awarded to the City if the UWMP is not modified at this time.

FISCAL IMPACT: The City is set to receive $2,363,668 in project construction and grant administration funds from the DWR. The construction projects that are planned to be completed are the Cady Springs pumping station and tank activation, and water main infrastructure replacement.

ACTION REQUESTED:

1) Adopt Resolution 15-5226 approving Addendum #1 to the City of Susanville Urban Water Management Plan 2010.

ATTACHMENTS:

Resolution 15-5226
(Exhibit A) Addendum #1 to the City's Urban Water Management Plan.

RESOLUTION NUMBER 15-5226
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE APPROVING ADDENDUM #1 TO THE CITY OF SUSANVILLE 2010 URBAN WATER MANAGEMENT PLAN

WHEREAS, the Urban Water Management Plan Act (California Water Code Sections (CWC) 10610 - 10656) requires the City to update and adopt an Urban Water Management Plan (UWMP); and

WHEREAS, the City of Susanville 2010 Urban Water Management Plan does not establish a baseline per capita daily use nor does it establish a 2020 target water use in accordance with (CWC 10608.20 (h) (1) (A)) and (CWC 10608.20 (b)) respectively; and

WHEREAS, Addendum #1 to the City of Susanville 2010 Urban Water Management Plan; establishes a baseline per capita per day use and a 2020 target water use in accordance with the aforementioned CWC sections.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville approves Addendum #1 to the 2010 Urban Water Management Plan Exhibit A.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna Mac Donald, City Clerk

The Foregoing Resolution No. 15-5226 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 21th day of October, 2015, by the following vote.

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Exhibit A

City of Susanville

Urban Water Management Plan 2010
Addendum #1

Public Works

720 South Street
Susanville, California 96130
Phone: 530-257-1041

Rev:20151008

Addendum 1

Baseline per capita and 2020 target

1) Purpose of this Addendum

The purpose of this addendum is to provide an update to the City of Susanville Urban Water Management Plan 2010, revision 20110920. This addendum revises the baseline per capita water use and the 2020 water use targets. This addendum is in response to a letter dated June 23, 2014 from the Department of Water Resources (DWR) (see appendix A).

2) Baseline Per Capita and 2020 Target

Law:

The Water Conservation Bill of 2009 (SBX7-7) that was enacted in November of 2009. To increase water use efficiency, that requires urban water suppliers reduce the statewide average per capita daily water consumption by 20% by December 31, 2020. The Bill also requires urban water suppliers to report their base line daily per capita water use, Urban water use target, interim water use target, and compliance daily per capita water use.

Per Capita Baseline and Target

The base line daily per capita water use was calculated to be 328 gallons per-capita per day (gpcd) (see table 1). As per the DWR's methodology this was a 10 year average for the 11 year period from 2000 to 2010 excluding 2006. 2006 data was excluded from the average after consultation with DWR regarding the fact that the 2006 per capita use value of 243 gpcd is a significant outlier likely caused by a malfunctioning flow meter in 2006 located at Cady Springs (see appendix B).

Population data (see appendix C) for the Susanville area was obtained from the Department of Finance web site www.dof.ca.gov. Prison population was subtracted from the population data because the prisons have their own water source.

The 2020 per capita water use target is 262 gpcd. The target method used was as per CWC 10608.20(b)(1) "Eighty percent of the urban retail water supplier's baseline per capita daily water use." (80% of 328 gpcd). Interim targets are also calculated based on a 2% per year reduction, 2011 2%, 2012 4%, and so on. (see also table 1)

Table 1: Baseline Per Capita Water Use and 2020 target

	2000	2001	2002	2003	2004	2005
Susanville Total Population	17335	17428	17317	17658	18120	18304
Total Unserved Prison Population	8551	8532	8316	8521	8847	8859
Total Served Population	8784	8896	9001	9137	9273	9445
Water Production Total (MG)	1109	1094	1078	1110	1180	1065
Water Gallons Per Day	3037534	2995945	2954384	3040877	3232712	2917753
Gallons Per Day Per Person	346	337	328	333	349	309

	2006	2007	2008	2009	2010	
Susanville Total Population	18528	18343	18216	17998	17947	
Total Unserved Prison Population	8918	8833	8330	8153	8110	
Total Served Population	9610	9510	9886	9845	9837	
Water Production Total (MG)	853	1171	1158	1027	1199	
Water Gallons Per Day	2337088	3206989	3173534	2814795	3285753	10YrAvg
Gallons Per Day Per Person	243	337	321	286	334	328
	Note: 2006 (outlier) not used in 10 year average					
	328 gpcd :10 year average of 2000-2005 and 2007-2010					

	2011	2012	2013	2014	2015	
Susanville Total Population	17510	16695	15807	15752	15509	
Total Unserved Prison Population	7802	7442	6482	6689	6380	
Total Served Population	9708	9253	9325	9063	9129	
Water Production Total (MG)	1036	1090	1039	1011	0	
Water Gallons Per Day	2837671	2987452	2846904	2770849	0	
Gallons Per-Capita day (gpcd Actual)	292	323	305	306	0	
20% Reduction by 12/31/2020	2%	4%	6%	8%	10%	
328 gpcd base line (Year Target)	321	315	308	302	295	
% Goal Vrs Target (%)	11%	2%	7%	7%		

	2016	2017	2018	2019	2020	
Susanville Total Population	0	0	0	0	0	
Total Unserved Prison Population	0	0	0	0	0	
Total Served Population	0	0	0	0	0	
Water Production Total (MG)	0	0	0	0	0	
Water Gallons Per Day	0	0	0	0	0	
Gallons Per-Capita day (gpcd Actual)						
20% Reduction by 12/31/2020	12%	14%	16%	18%	20%	
328 gpcd base line (Year Target)	289	282	275	269	262	
% Goal Vrs Target (%)						

Appendix A

STATE OF CALIFORNIA – CALIFORNIA NATURAL RESOURCES AGENCY

EDMUND G. BROWN JR., *Governor*

DEPARTMENT OF WATER RESOURCES
1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791

June 23, 2014

Mr. Craig Platt
Public Works Director
City of Susanville
66 North Lassen Street
Susanville, California 96130-3904

Dear Mr. Platt:

The Department of Water Resources (DWR) has reviewed the City of Susanville's (City) 2010 Urban Water Management Plan (UWMP). The California Water Code directs DWR to report to the legislature once every five years on the status of submitted plans. In meeting this legislative reporting requirement, DWR reviews all submitted plans to ensure that they have addressed the required elements of the California Water Code.

DWR's review of the City's 2010 plan has determined the following required elements have not been addressed in accordance with the Water Code:

- Baseline per capita water use was not calculated per DWR's Methodologies. (CWC 10608.20 (h) (1) (A)).

- The target method selected by the City for setting the 2020 target water use was not identified. (CWC 10608.20(b)).

To meet the requirements of the Water Code and to be eligible for State water grants and loans, the City should consider revising its 2010 UWMP to address the UWMP elements listed above. Revised plans must be adopted by the agency's governing board following the public process specified in the UWMP Act. DWR encourages water suppliers to send drafts of the revised sections to DWR for review before adopting the revised plan.

After adoption, copies of the revised plan should be sent to DWR, the State Library, and local cities and counties. On receiving the revised plan, DWR will review the revised sections for compliance with the UWMP Act.

Please feel free to contact me if you would like to discuss this further.

Sincerely,

Peter Brostrom
UWMP Program Manager
Brostrom@water.ca.gov
(916) 651-7034

cc: Jessica Salinas-Brown
DWR Northern Regional Office

Marty Berbach
DWR Headquarters

Gwen Huff
DWR Headquarters

Appendix B

Table 2 Water Source Projects, Historical Annual Production

	2000	2001	2002	2003	2004	2005
Cady Springs (MG)	551.29	524.96	498.63	479.15	468.93	469.81
Bagwell Springs (MG)	354.86	345.33	335.80	379.56	443.12	386.35
Bunyan Pump Plant #1 (MG)	59.08	75.62	92.16	81.18	38.33	15.78
Well & Pumping Plant #3 (MG)	143.00	147.38	151.76	150.04	202.25	157.37
Well & Pumping Plant #4 (MG)	0.47	0.23	0.00	19.99	27.31	35.67
Well & Pumping Plant #5 (MG)	0.00	0.00	0.00	0.00	0.00	0.00
Total	1108.70	1093.52	1078.35	1109.92	1179.94	1064.98
% Water Flow, Springs (%)	82%	80%	77%	77%	77%	80%
% Water Flow, Ground Wells (%)	18%	20%	23%	23%	23%	20%

	2006	2007	2008	2009	2010	
Cady Springs (MG)	354.98	502.51	482.80	454.93	478.82	
Bagwell Springs (MG)	263.56	397.47	396.32	391.55	420.48	
Bunyan Pump Plant #1 (MG)	35.33	1.42	11.44	12.30	94.00	
Well & Pumping Plant #3 (MG)	183.16	204.04	218.10	131.91	156.00	
Well & Pumping Plant #4 (MG)	16.02	35.28	20.51	16.89	20.00	
Well & Pumping Plant #5 (MG)	0.00	29.84	29.17	19.82	30.00	
Total	853.04	1170.55	1158.34	1027.40	1199.30	
% Water Flow, Springs (%)	73%	77%	76%	82%	75%	
% Water Flow, Ground Wells (%)	27%	23%	24%	18%	25%	

	2011	2012	2013	2014		
Cady Springs (MG)	447.15	439.77	417.43	408.48		
Bagwell Springs (MG)	383.97	382.12	381.22	372.37		
Bunyan Pump Plant #1 (MG)	18.26	1.84	13.59	6.96		
Well & Pumping Plant #3 (MG)	150.74	212.71	179.78	178.33		
Well & Pumping Plant #4 (MG)	17.38	29.25	24.25	20.44		
Well & Pumping Plant #5 (MG)	18.25	24.73	22.85	24.78		
Total	1035.75	1090.42	1039.12	1011.36		
% Water Flow, Springs (%)	80%	75%	77%	77%		
% Water Flow, Ground Wells (%)	20%	25%	23%	23%		

Appendix C

Table 3 Population Data

	2000	2001	2002	2003	2004	2005
Susanville Total Population	17335	17428	17317	17658	18120	18304
Prison: CMP Antelope CCC*	140	131	119	134	140	134
Prison State CCC*	4109	4065	4033	3880	4189	4036
Prison State High Desert*	4302	4336	4164	4507	4518	4689
Lassen County Jail **	147	154	149	149	153	142
Total Unserved Prison	8551	8532	8316	8521	8847	8859
Total Served Population	8784	8896	9001	9137	9273	9445
% Unserved Population (%)	49%	49%	48%	48%	49%	48%
% Served Population (%)	51%	51%	52%	52%	51%	52%

	2006	2007	2008	2009	2010	
Susanville Total Population	18528	18343	18216	17998	17947	
Prison: CMP Antelope CCC*	139	138	131	136	127	
Prison State CCC*	4193	4128	3966	3630	3654	
Prison State High Desert*	4586	4567	4233	4387	4329	
Lassen County Jail **	152	154	149	145	190	
Total Unserved Prison	8918	8833	8330	8153	8110	
Total Served Population	9610	9510	9886	9845	9837	
% Unserved Population (%)	48%	48%	46%	45%	45%	
% Served Population (%)	52%	52%	54%	55%	55%	

	2011	2012	2013	2014	2015	
Susanville Total Population	17510	16695	15807	15752	15509	
Prison: CMP Antelope CCC*	132	131	135	124	121	
Prison State CCC*	3410	3238	2905	3192	2765	
Prison State High Desert*	4260	4073	3442	3373	3494	
Lassen County Jail **	161	0	0	0	0	
Total Unserved Prison	7802	7442	6482	6689	6380	
Total Served Population	9708	9253	9325	9063	9129	
% Unserved Population (%)	45%	45%	41%	42%	41%	
% Served Population (%)	55%	55%	59%	58%	59%	

Source: California Department of Finance (DoF)

DoF Was contacted Via phone to obtain prison population data.

*Antelope CCC, State CCC, and High Desert prisons are not served by City of Susanville water system

**Lassen County Jail is served by the City of Susanville water system.

AGENDA ITEM NO. 12A

Reviewed by: JGH City Administrator
____ City Attorney

____ Motion Only
____ Public Hearing
____ Resolution
____ Ordinance
____ Information

Submitted By: Craig Sanders, City Planner

Action Date: October 21, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Responsibilities of the City regarding adoption of State Very High Fire Hazard Severity Zone mapping

PRESENTED BY: Craig Sanders, City Planner

BACKGROUND: At the Council's September 16, 2015 meeting, staff presented Cal Fire's local Responsibility Area Very High Fire Hazard Severity Zone maps for the City of Susanville. The maps depict what Cal Fire has determined to be very high fire hazard zones within the incorporated area. The Council raised several questions regarding the maps and what the effects of adopting the map would be. The discussion addressed information regarding the following issues:

Alternation or adoption of maps that are different than the recommended Cal Fire maps
Though not common, some cities have adopted maps that are different than the Cal Fire Maps. The City of Santa Rosa worked with Cal Fire during the review period for the draft maps (2008) and arrived at changes to the map which were reflected in the final map adopted by Cal Fire.

The City of Newport Beach conducted its own detailed analysis of the designated lands and provided evidence in the record which the Council used to exclude certain areas from the very high fire hazard zone. The City depicts their Very High Fire Hazard Severity Zone in the general plan, however, Cal Fire did not adopt the changes and the original proposed area is shown on their website.

To date, the City of Laguna Niguel has not adopted the Cal Fire maps or adopted an alternate very high fire hazard zone but they are not required to update their housing element until 2021 and therefore have not had to address the very high fire hazard zone maps.

Effect on homeowners insurance rates
Insurance rates are determined by a variety of factors, including Fire Risk. Fire Risk is different from Fire Hazard. Fire Hazard is the focus of the VHFHSZ maps, not Fire Risk. Fire Hazard is based on factors such as fuel (material that can burn), slope, prevailing winds, historic fire activity, fire brand intrusion and fire weather. Fire Risk considers the potential for damage based on factors such as the ability of a fire to ignite the structure, the flammability of the construction material, and mitigation measures that reduce the

risk. These mitigation measures include defensible space, building design, ignition resistant building materials, and ignition resistant construction techniques. Ultimately, while it was not the intent to have insurance companies use the maps to set rates, it is likely that they are being used for that purpose, so it is not possible to state that insurers will ignore the limitations of the focus of FHSZ maps.

When asked if adoption of the VHFHSZ maps would affect homeowner insurance rates the following responses were received from local insurance agencies:

- "Rates will not go up if the protection class isn't changed."
- "Rates can potentially change."
- "Based on the data we are already using the map in some way or another."
- "Rates are already capped at 150%."

The California Insurance Commission was contacted to obtain information which may reflect a change in rates for areas in VHFHSZ but at the time of preparation of this report no information had been received.

Mitigation factors for properties located in the Very High Fire Hazard Severity Zone

1. Disclosure of property is in VHFHSZ as part of any sale of the property.
2. New construction will meet California Building Code requirements of chapter 7A
3. Maintenance of "defensible space" including vegetation removal, fuel reduction, tree trimming within 30 feet of any occupied structure or to the property line whichever is less and within 100 feet or to the property line for any occupied structure with an allowance for vegetation no greater than 18 inches tall for erosion control.
4. Removal of any portion of a tree that extends within 10 feet of a chimney or stove pipe.
5. Maintenance of any tree adjacent to or overhanging any building free from dead or dying wood.
6. Maintenance of the roof of any structure free of leaves, needles, or other dead vegetative growth.

Requirements of Building Code Chapter 7A

Chapter 7A Materials and Construction Methods for Exterior Wildfire Exposure 704A: Ignition-Resistant Construction:

1. Roofing materials – Class A roof
2. Attic and under floor vents – designed to minimize ember intrusion
3. Exterior Coverings - Must come from the approved list of materials
   a. roof eaves – fire resistive materials on the underside
   b. exterior porches -
   c. rafter tails – fire resistive materials or enclosed in fire restive materials
4. Exterior wall coverings – Must come from the approved list of materials
5. Exterior Windows – one pane must be tempered glass
6. Exterior doors – 20 minute fire restive rating
7. Decking – Underside materials meet same requirement as walls or be enclosed no open structure underneath the deck

Data used in preparation of the VHFHSZ map

Cal Fire used an extension of the State responsibility area Fire Hazard Severity Zone model as the basis for evaluating fire hazard in local responsibility area. The local responsibility area hazard rating reflects flame and ember intrusion from adjacent wild lands and from flammable vegetation in the urban area. Scientists at the U. C. Berkeley Center for Fire Research and Outreach provided an urban fuels model that was incorporated in the hazard rating. The urban model takes into account vegetation/fuel, slopes, fire weather, historic fire activity, housing density, fire brand reception and adjacent wild land designation.

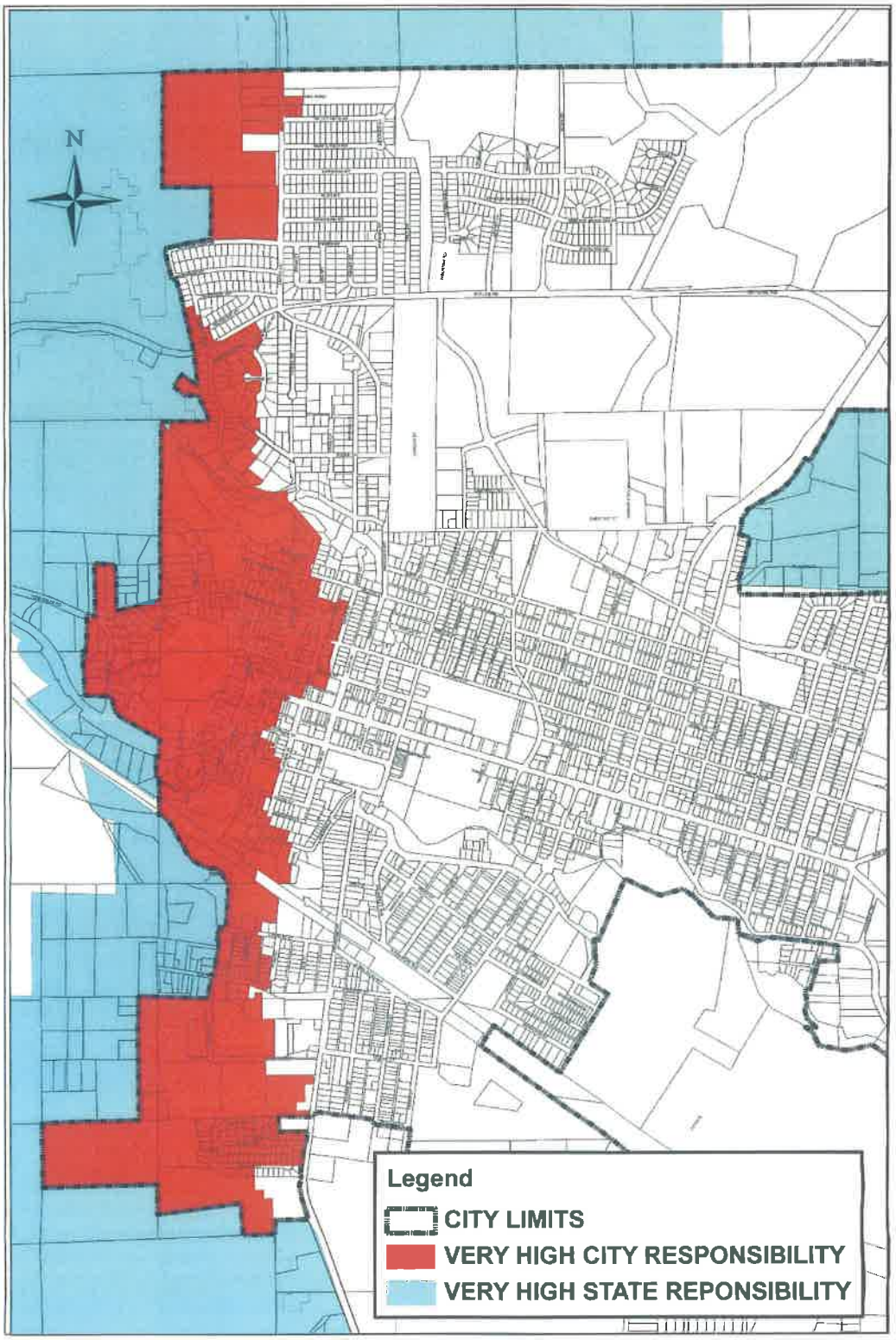
As previously stated the model calculates hazard not risk.

FISCAL IMPACT: None.

ACTION REQUESTED: Initiate action to prepare an ordinance adopting the Very High Fire Hazard Severity Zone within the City of Susanville.

ATTACHMENTS: City of Susanville Very High Fire Hazard Severity Zone Map
California Building Code Chapter 7A

CITY OF SUSANVILLE
VERY HIGH FIRE HAZARD SEVERITY ZONE



CHAPTER 7A [SFM]

MATERIALS AND CONSTRUCTION METHODS FOR EXTERIOR WILDFIRE EXPOSURE

SECTION 701A
SCOPE, PURPOSE AND APPLICATION

701A.1 Scope. *This chapter applies to building materials, systems and/or assemblies used in the exterior design and construction of new buildings located within a Wildland-Urban Interface Fire Area as defined in Section 702A.*

701A.2 Purpose. *The purpose of this chapter is to establish minimum standards for the protection of life and property by increasing the ability of a building located in any Fire Hazard Severity Zone within State Responsibility Areas or any Wildland-Urban Interface Fire Area to resist the intrusion of flames or burning embers projected by a vegetation fire and contributes to a systematic reduction in conflagration losses.*

701A.3 Application. *New buildings located in any Fire Hazard Severity Zone within State Responsibility Areas or any Wildland-Urban Interface Fire Area designated by the enforcing agency for which an application for a building permit is submitted on or after December 1, 2005, shall comply with the following sections:*

1. ***704A.1—Roofing***
2. ***704A.2—Attic Ventilation***

701A.3.1 Alternates for materials, design, tests, and methods of construction. *The enforcing agency is permitted to modify the provisions of this chapter for site-specific conditions in accordance with Appendix Chapter 1, Section 104.10. When required by the enforcing agency for the purposes of granting modifications, a fire protection plan shall be submitted in accordance with the California Fire Code, Chapter 47.*

701A.3.2 New buildings located in any fire hazard severity zone. *New buildings located in any Fire Hazard Severity Zone shall comply with one of the following:*

1. ***State Responsibility Areas.*** *New building located in any Fire Hazard Severity Zone within State Responsibility Areas, for which an application for a building permit is submitted on or after January 1, 2008, shall comply with all sections of this chapter.*
2. ***Local Agency Very-High Fire Hazard Severity Zone.*** *New buildings located in any Local Agency Very-High Fire Hazard Severity Zone for which an application for a building permit is submitted on or after July 1, 2008, shall comply with all sections of this chapter.*
3. ***Wildland-Urban Interface Fire Area designated by the enforcing agency.*** *New buildings located in any Wildlan d-Urban Interface Fire Area designated by the enforcing agency for which an application for a building permit is submitted on or after January 1, 2008, shall comply with all sections of this chapter.*

701A.3.2.1 Inspection and certification. *Building permit applications and final completion approvals for buildings within the scope and application of this chapter shall comply with the following:*

701A.3.2.2 *The local building official shall, prior to construction, provide the owner or applicant a certification that the building as proposed to be built complies with all applicable state and local building standards, including those for materials and construction methods for wildfire exposure as described in this chapter.*

701A.3.2.3 *The local building official shall, upon completion of construction, provide the owner or applicant with a copy of the final inspection report that demonstrates the building was constructed in compliance with all applicable state and local building standards, including those for materials and construction methods for wildlife exposure as described in this chapter.*

701A.3.2.4 *Prior to building permit final approval the property shall be in compliance with the vegetation clearance requirements prescribed in California Public Resources Code 4291 California Government Code Section 51182.*

SECTION 702A
DEFINITIONS

For the purposes of this chapter, certain terms are defined below:

CDF DIRECTOR *means the Director of the California Department of Forestry and Fire Protection.*

FIRE PROTECTION PLAN *is a document prepared for a specific project or development proposed for a Wildland Urban Interface Fire Area. It describes ways to minimize and mitigate potential for loss from wildfire exposure.*

The Fire Protection Plan shall be in accordance with this chapter and the California Fire Code, Chapter 47. When required by the enforcing agency for the purposes of granting modifications, a fire protection plan shall be submitted. Only locally adopted ordinances that have been filed with the California Building Standards Commission or the Department of Housing and Community Development in accordance with Section 101.8 shall apply.

FIRE HAZARD SEVERITY ZONES *are geographical areas designated pursuant to California Public Resources Codes Sections 4201 through 4204 and classified as Very High, High, or Moderate in State Responsibility Areas or as Local Agency Very High Fire Hazard Severity Zones designated pursuant to California Government Code, Sections 51175 through 51189. See California Fire Code Article 86.*

The California Code of Regulations, Title 14, Section 1280, entitles the maps of these geographical areas as "Maps of the Fire Hazard Severity Zones in the State Responsibility Area of California."

***IGNITION-RESISTANT MATERIAL** is any product which, when tested in accordance with ASTM E 84 for a period of 30 minutes, shall have a flame spread of not over 25 and show no evidence of progressive combustion. In addition, the flame front shall not progress more than 10½ feet (3200 mm) beyond the centerline of the burner at any time during the test.*

Materials shall pass the accelerated weathering test and be identified as exterior type, in accordance with ASTM D 2898 and ASTM D 3201. All materials shall bear identification showing the fire performance rating thereof. That identification shall be issued by ICC-ES or a testing facility recognized by the State Fire Marshal having a service for inspection of materials at the factory.

Fire-Retardant-Treated Wood or noncombustible materials as defined in Section 202 shall satisfy the intent of this section.

The enforcing agency may use other definitions of ignition-resistant material that reflect wildfire exposure to building materials and/or their materials, performance in resisting ignition.

***LOCAL AGENCY VERY HIGH FIRE HAZARD SEVERITY ZONE** means an area designated by a local agency upon the recommendation of the CDF Director pursuant to Government Code Sections 51177(c), 51178 and 5118 that is not a state responsibility area and where a local agency, city, county, city and county, or district is responsible for fire protection.*

***STATE RESPONSIBILITY AREA** means lands that are classified by the Board of Forestry pursuant to Public Resources Code Section 4125 where the financial responsibility of preventing and suppressing forest fires is primarily the responsibility of the state.*

***WILDFIRE** is any uncontrolled fire spreading through vegetative fuels that threatens to destroy life, property, or resources as defined in Public Resources Code Sections 4103 and 4104.*

***WILDFIRE EXPOSURE** is one or a combination of radiant heat, convective heat, direct flame contact and burning embers being projected by vegetation fire to a structure and its immediate environment.*

***WILDLAND-URBAN INTERFACE FIRE AREA** is a geographical area identified by the state as a "Fire Hazard Severity Zone" in accordance with the Public Resources Code Sections 4201 through 4204 and Government Code Sections 51175 through 51189, or other areas designated by the enforcing agency to be at a significant risk from wildfires.*

SECTION 703A
STANDARDS OF QUALITY

***703A.1 General.** Material, systems, and methods of construction used shall be in accordance with this Chapter.*

***703A.2 Qualification by testing.** Material and material assemblies tested in accordance with the requirements of Section 703A shall be accepted for use when the results and conditions of those tests are met. Testing shall be performed by a testing agency approved by the State Fire Marshal or identified by an ICC-ES report.*

***703A.3 Standards of quality.** The State Fire Marshal standards listed below and as referenced in this chapter are located in the California Referenced Standards Code, Part 12 and Chapter 35 of this code.*

***SFM 12-7A-1,** Exterior Wall Siding and Sheathing.*

***SFM 12-7A-2,** Exterior Window.*

***SFM 12-7A-3,** Under Eave.*

***SFM 12-7A-4,** Decking.*

SECTION 704A
MATERIALS, SYSTEMS AND METHODS OF CONSTRUCTION

704A.1 Roofing.

***704A.1.1 General.** Roofs shall comply with the requirements of Chapter 7A and Chapter 15. Roofs shall have a roofing assembly installed in accordance with its listing and the manufacturer's installation instructions.*

***704A.1.2 Roof coverings.** Where the roof profile allows a space between the roof covering and roof decking, the spaces shall be constructed to prevent the intrusion of flames and embers, be firestopped with approved materials or have one layer of 72 pound (32.4 kg) mineral-surfaced nonperforated cap sheet complying with ASTM D3909 installed over the combustible decking.*

***704A.1.3 Roof valleys.** When provided, valley flashings shall be not less than 0.019-inch (0.48 mm) (No. 26 galvanized sheet gage) corrosion-resistant metal installed over a minimum 36-inch-wide (914 mm) underlayment consisting of one layer of 72 pound (32.4 kg) mineral-surfaced nonperforated cap sheet complying with ASTM D3909 running the full length of the valley.*

***704A.1.4** Reserved.*

***704A.1.5 Roof gutters.** Roof gutters shall be provided with the means to prevent the accumulation of leaves and debris in the gutter.*

704A.2 Attic ventilation.

***704A.2.1 General.** When required by Chapter 15, roof and attic vents shall resist the intrusion of flame and embers into the attic area of the structure, or shall be protected by corrosion-resistant, noncombustible wire mesh with openings a minimum of $^1/_8$-inch (3.2 mm) and shall not exceed $^1/_4$-inch (6 mm) or its equivalent.*

***704A.2.2 Eave or cornice vents.** Vents shall not be installed in eaves and cornices.*

***Exception:** Eave and cornice vents may be used provided they resist the intrusion of flame and burning embers into the attic area of the structure.*

***704A.2.3 Eave protection.** Eaves and soffits shall meet the requirements of SFM 12-7A-3 or shall be protected by ignition-resistant materials or noncombustible construction on the exposed underside.*

704A.3 Exterior walls.

704A.3.1 General. *Exterior walls shall be approved noncombustible or ignition-resistant material, heavy timber, or log wall construction or shall provide protection from the intrusion of flames and embers in accordance with standard SFM 12-7A-1.*

704A.3.1.1 Exterior wall coverings. *Exterior wall coverings shall extend from the top of the foundation to the roof, and terminate at 2-inch (50.8 mm) nominal solid wood blocking between rafters at all roof overhangs, or in the case of enclosed eaves, terminate at the enclosure.*

704A.3.2 Exterior wall openings. *Exterior wall openings shall be in accordance with this section.*

704A.3.2.1 Exterior wall vents. *Unless otherwise prohibited by other provisions of this code, vent openings in exterior walls shall resist the intrusion of flame and embers into the structure or vents shall be screened with a corrosion-resistant, noncombustible wire mesh with $^1/_4$- inch (6 mm) openings or its equivalent.*

704A.3.2.2 Exterior glazing and window walls. *Exterior windows, window walls, glazed doors, and glazed openings within exterior doors shall be insulating-glass units with a minimum of one tempered pane, or glass block units, or have a fire-resistance rating of not less than 20 minutes, when tested according to NFPA 257, or in accordance with Section 715, or conform to the performance requirements of SFM 12-7A-2.*

704A.3.2.3 Exterior door assemblies. *Exterior door assemblies shall conform to the performance requirements of standard SFM 12-7A-1 or shall be of approved noncombustible construction, or solid core wood having stiles and rails not less than $1^3/_8$ inches thick with interior field panel thickness no less than $1^1/_4$ inches thick, or shall have a fire-resistance rating of not less than 20 minutes when tested according to NFPA 252, or in accordance with Section 715.*

Exception: *Noncombustible or exterior fire-retardant treated wood vehicle access doors are not required to comply with this chapter.*

704A.4 Decking, floors and underfloor protection.

704A.4.1 Decking.

704A.4.1.1 Decking surfaces. *Decking, surfaces, stair treads, risers, and landings of decks, porches, and balconies where any portion of such surface is within 10 feet (3048 mm) of the primary structure shall comply with one of the following methods:*

1. *Shall be constructed of ignition-resistant materials and pass the performance requirements of SFM 12-7A-4, Parts A and B.*
2. *Shall be constructed with heavy timber, exterior fire-retardant-treated wood or approved noncombustible materials.*
3. *Shall pass the performance requirements of SFM 12-7A-4, Part A, 12-7A-4.7.5.1 only with a net peak heat release rate of 25kW/sq-ft for a 40-minute observation period and:*
   a. *Decking surface material shall pass the accelerated weathering test and be identified as exterior type, in accordance with ASTM D 2898 and ASTM D 3201 and;*
   b. *The exterior wall covering to which it the deck is attached and within 10 (3048 mm) feet of the deck shall be constructed of approved noncombustible or ignition resistant material.*

   Exception: *Walls are not required to comply with this subsection if the decking surface material conforms to ASTM E-84 Class B flame spread.*

The use of paints, coatings, stains, or other surface treatments are not an approved method of protection as required in this chapter.

704A.4.2 Underfloor and appendages protection.

704A.4.2.1 Underside of appendages and floor projections. *The underside of cantilevered and overhanging appendages and floor projections shall maintain the ignition-resistant integrity of exterior walls, or the projection shall be enclosed to the grade.*

704A.4.2.2 Unenclosed underfloor protection. *Buildings shall have all underfloor areas enclosed to the grade with exterior walls in accordance with Section 704A.3.*

Exception: *The complete enclosure of under floor areas may be omitted where the underside of all exposed floors, exposed structural columns, beams and supporting walls are protected as required with exterior ignition-resistant material construction or be heavy timber.*

704A.5 Ancillary buildings and structures.

704A.5.1 Ancillary buildings and structures. *When required by the enforcing agency, ancillary buildings and structures and detached accessory structures shall comply with the provisions of this chapter.*