

**SUSANVILLE CITY COUNCIL
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY**

**Regular Meeting Minutes
October 16, 2013 – 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 pro tem Wilson.

Roll call of Councilmembers present: Cheryl L. McDonald, Nicholas McBride, Lino P. Callegari, and Mayor pro tem Wilson. Absent: Mayor Rod E. De Boer.

Staff present: Jared G. Hancock, City Administrator, Peter M. Talia, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Councilmember Callegari, second by Councilmember McBride to approve the agenda as submitted; motion carried.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: There were no comments.

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

A CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:

- 1 Agency Negotiator: Jared G. Hancock
Bargaining Unit: SPOA: 2013/2014
- 2 Personnel Status Report

B CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation: Significant exposure to litigation pursuant to Government Code §54956.9 (b): five cases

C CONFERENCE WITH LEGAL COUNSEL – Existing litigation pursuant to Government Code §54956.9 (a):

- 1) City vs. Northern Sierra Homes, LLC Lassen County Court Case: #50050

D PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – pursuant to Government Code §54957

4 RETURN TO OPEN SESSION: At 7:00 p.m. the City Council reconvened in open session.

Staff present: Craig Platt, Public Works Director; Tom Downing, Police Chief; Theodore Friedline, Fire Chief; and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that the agenda was approved with as submitted but noted that the correct date of the next City Council meeting is November 6, 2013.

Mr. Hancock reported that there was no reportable action out of closed, and City Council had provided direction to staff.

Councilmember Callegari offered the thought of the day.

Chief Downing recognized the achievement of Austin Sturges in achieving his rank of Eagle Scout through the completion of his project to install a flag pole at the Police Department. Mayor pro tem Wilson presented him with a certificate of recognition on behalf of the City Council.

Chief Downing introduced Kim Collier, Community Services Officer, whose primary duties have been the management of the City's evidence. She has completed two weeks of animal control training and will be moving forward to an expanded Animal Control Officer role. The department is very supportive and pleased with her performance.

5 BUSINESS FROM THE FLOOR:

Bill Feierabend proposed an idea for funding of a community swimming pool and has taken the first step by donating one million pennies towards its construction. He challenges others in the community to do likewise, stating that if one hundred people donate one million pennies, then it would not be necessary to place the burden of funding on the tax payer.

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

- A Receive and file minutes from City Council's September 4, 2013 meeting
- B Approve vendor warrants numbered 89035 through 89189 for a total of \$403,613.54 including \$96,313.90 in payroll warrants
- C Approve accounts receivable write off

Motion by Councilmember McBride, second by Councilmember McDonald to approve the consent calendar; motion carried. Absent: De Boer

7 PUBLIC HEARINGS:

7A FY 2012/2013 Annual Report of Development/Mitigation fees:

- 1 Public Hearing: To solicit and consider comments relative to the 2012/2013 Mitigation report**
- 2 Action: Consider Resolution No. 13-4993, Approving and accepting revenues and expenditures report for Police, Fire, Streets and Park Mitigation funds**

Mr. Hancock reported that Government Code Section 66000 provides authority for agencies to charge and collect development impact fees to covering the cost of development within their jurisdiction. Each year the City reports the revenue and expenditures for the Street, Police, Fire, Parks and various improvement funds. In some cases, the City has also adopted additional provisions outlining the use of specific funds. The *Susanville Municipal Code* Title 3, Chapter 32, outlines the use of Public Facilities impact fees for Police, Fire, Street and Traffic Facility and Maintenance and 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 established five mitigation fees for that project area. 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. He reviewed

projects that have been completed, discussing the slow rate of repayment based upon the current trends in residential development. After reviewing the use of these funds staff is recommending that City Council accept the revenue and expenditure report and implement the suggested changes for fiscal year 2013/2014.

At 7:20 p.m. Mayor pro tem Wilson opened the public hearing and requested any comments from the public. There being no comments, the public hearing was closed at 7:21 p.m.

Mayor pro tem Wilson invited questions or comments from the City Council.

Councilmember McBride posed a question wherein a fund would be closed out and then the need for future development improvements arose. He pointed out the Skyline Extension road which is in need of repair already.

Mr. Hancock explained the methodology of calculating the development fees, including conducting an environmental study, examining the impact based upon an assumption of full build out and the cost allocation associated with that scenario. The estimates are projected over a number of years, and the relative slow accrual due to a lack of development activity makes it impractical as a method to fund routine maintenance.

There was a general discussion regarding options for mitigation funding, the consolidation of various funds to streamline and clean up the process.

Motion by Councilmember McDonald, second by Councilmember Callegari, to approve Resolution No. 13-4993; motion carried. Absent: De Boer

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** No business.
Commission/Committee Reports:

9 **NEW BUSINESS:**

9A Consider approval of donation of services by C & S Waste Solutions and California Correctional Center for Annual Leaf Collection Program Mr. Platt reported that the City has established an Annual Fall Leaf Collection Program. The California Correctional Center will be accepting green waste from C&S Waste Solutions. C&S Waste Solutions will have three drop off sites around the City whereby residents can take their bagged leaves. City staff will load the leaves into drop boxes and Waste Management will transport the filled boxes to the CCC for composting. The program is scheduled to begin on Friday, November 1, 2013 and continue through Friday, December 3, 2013.

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

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

12 **CONTINUING BUSINESS:** No business.

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

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Councilmember Callegari discussed the recent reduction in funding provided by the Susanville Indian Rancheria for City public safety services.

15 ADJOURNMENT: Motion by Councilmember Callegari, second by Councilmember McBride to adjourn the meeting; motion carried.

Meeting adjourned at 7:33 p.m.

Respectfully submitted by

Brian Wilson, Mayor pro tem

Gwenna MacDonald, City Clerk

Approved on November 20, 2013