

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

Regular Meeting Minutes

April 16, 2014 – 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 De Boer.

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

Mr. Hancock reported that there were no changes to the agenda but he would be adding two additional reports for information only under Item 13 – City Administrator reports.

Motion by Mayor pro tem Wilson, second by Councilmember McBride, to approve the agenda as submitted with the addition of two extra items as noted; motion carried unanimously.

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 CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation: Significant exposure to litigation pursuant to Government Code §54956.9 (b): six potential claims
- B PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – pursuant to Government Code Section 54957
- C PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1. Approved Position List
 - 2. Planning Commission Recruitment

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

Staff present: Dan Newton, City Engineer; James Moore, Battalion Chief; Matt Wood, Police Lieutenant/Acting Police Chief; Deborah Savage, Finance Manager; and Gwenna MacDonald, City Clerk.

Mr. Hancock stated that the City Council took action on one item in closed session, approval of the updated position list.

Mr. Hancock offered the Thought of the Day.

5 BUSINESS FROM THE FLOOR:

Todd Eid, reminded those in attendance that the 25th annual Junior Fishing Derby was scheduled for the upcoming Saturday, and invited everyone to come participate in the event to support the community's youth.

- 6** **CONSENT CALENDAR:** Mayor De Boer reviewed the items on the Consent Calendar:
- A Approve vendor warrants numbered 90439 through 90566 for a total of \$318,274.19 including \$91,385.96 in payroll warrants
 - B Approve job description for Account Technician position

Motion by Councilmember Callegari, second by Councilmember McDonald, to approve the consent calendar; motion carried unanimously.

7 **PUBLIC HEARINGS:**

7A Consideration of Weed and Rubbish assessment and lien against certain real properties located within the City of Susanville:

- 1 Public Hearing: Solicit and consider comments relative to abatement/lien at:
 - 1306 Third Street APN: 105-072-03
 - Riverside Drive APN: 105-301-02

- 2 Action: Consider **Resolution No. 14-5037 and 14-5038**; approving reports on assessment and lien against certain real properties and confirming assessment and lien against properties

Mr. Hancock explained that Resolution No. 14-5037 would be pulled from consideration as the owner of the property at 1306 Third Street paid the amount owed prior to the meeting. He turned the floor over to Battalion Chief James Moore.

Mr. Moore reviewed the process followed by the fire department for abating weed and/or rubbish hazards as authorized by Chapter 8.28 of the Susanville Municipal Code. The Department has followed the process of notification with homeowners whose properties are determined to present a weed or rubbish hazard, explaining that the department works with homeowners to allow them the opportunity to clean up their own property. He describes the subsequent steps taken when the City abates the property and recoups the cost by assessing a lien on the property in the amount of the cost of abatement plus an additional two hundred dollar administrative fee which covers the costs of notification and compliance.

Mayor De Boer opened the public hearing at 7:06 p.m. and requested comments from the public. There being no comments, Mayor De Boer closed the public hearing at 7:07 p.m.

Motion by Councilmember McDonald to approve Resolution No. 14-5038; Councilmember Callegari provided a second and the motion carried unanimously.

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

9 **NEW BUSINESS:**

9A **Consider Resolution No. 14-5042 authorizing program supplement agreement for completion of Riverside Drive trail and bicycle path** Mr. Newton reported that the Riverside Drive Trail project was created to provide a safe walking and bicycle path along Riverside Drive adjacent to the Sierra Pacific Industries mill site. The proposed route was determined to be along the gravel road that borders the mill pond levee and would allow pedestrians and bicyclists to travel to the shopping areas at the east end of the City without having to travel along the shoulder of Riverside Drive. In order to complete the

project the City has to complete an environmental document. He noted that the environmental document will also consider alternative alignments. The project will utilize federal funding, so both a California Environmental Quality Act document and a National Environmental Policy Act document are required. A total cost of \$80,000 dollars has been programmed to complete environmental documentation for the project.

Mr. Newton also explained that there is a strict timeframe for completion of the environmental work. The City Council requested authorization to proceed with the project in August 2013, and received approval on January 31, 2014. Staff will be requesting a time extension from the California Transportation Commission to extend the expenditure deadline for the environmental component. In addition, the Program Supplement Agreement (PSA) is required to for the State to reimburse the City for the project costs.

Councilmember Callegari asked if the City was acquiring the land as part of the project. Mr. Newton responded that the right of way acquisition phase is the next step in the process.

Mayor De Boer asked why this trail is needed on that side of the road when there is already a planned trail along the river.

Mr. Hancock explained that this project was envisioned years ago when the road was narrow to provide an additional opportunity for pedestrian traffic from the residential area to the east end shopping centers. The apartments nearby house many residents who utilize Riverside Drive, walking on the narrow shoulder of the road and posing a potential hazard with the heavy automobile traffic. The County completed a road project on Riverside last year, this improved safety and makes alternative alignments more feasible. The City is mindful of the Susan River parkway project, and will be sure that the ultimate location of the trail is optimal for future development.

There was a general discussion regarding property ownership, the process for negotiating right of way issues based upon federal funding requirements, and the continuing involvement of the County throughout the project.

Jim Chapman spoke in support of the project, stating that it was always envisioned that the City would be the lead agency throughout the discussions. Over the years, the road has been a potential safety hazard for the citizens who live in the nearby neighborhood due to the poor condition of the roadway, lack of shoulder space, and he believes the construction of a pedestrian trail is a good project and he supports the City in its efforts.

Motion by Councilmember Callegari to approve Resolution No. 14-5042; Councilmember McDonald provided a second and the motion carried unanimously.

9B Consider Resolution No. 14-5043 authorizing program supplement agreement for completion of the Susanville Rehab SC project Mr. Newton explained that the Susanville Rehabilitation Project SC is a pavement overlay project to improve various streets in the city. The project is programmed in the STIP funding cycle for construction in fiscal year 2015/2016 and requires the City to complete the CEQA environmental document. The proposed streets in the project area are not eligible for federal funding, so only State funds will be used. The city was granted an allocation from the California Transportation Commission in the amount of \$5,000 to complete the environmental work, and a Program Supplement Agreement (PSA) is required to for the State to reimburse the City for the project costs.

Mr. Newton continued by noting that the City has some funding left from the 2013 project on Riverside Drive near the new courthouse, and the city plans on a rehabilitation of Laurel Street. Due to development occurring on both sides of the street, it would be ideal to wait until curb, gutter, and sidewalk are installed by Tractor Supply. They are also required to install a new sewer line down the middle of Laurel Street, and anticipate beginning that project within the next few weeks. Staff will be bringing more detail regarding the Laurel Street rehabilitation project for Council consideration at the next Council meeting.

Motion by Councilmember Callegari to approve Resolution No. 14-5043; Councilmember McDonald provided a second and the motion carried unanimously.

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

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

12 **CONTINUING BUSINESS:** No business

13 **CITY ADMINISTRATOR'S REPORTS:**

Susan River Clean Up Mr. Hancock reported that the turn out for the river clean up in preparation for the Junior Fishing Derby was a tremendous success. Park Superintendent Darrel Campbell reported that approximately 20 people showed up ready to work, and approximately 10 cubic yards of debris was removed from the river corridor. In addition, graffiti on the bridge was painted, and the area is ready for the upcoming Junior Fishing Derby.

Susanville Little League Field Mr. Hancock reported on several projects that have been completed at the Pat Murphy Memorial ball field. The dugouts and concession stand were repainted, base rock was donated by Hat Creek construction for the parking lot, and D & L Distributing donated a refrigerator for the concession stand. A new helmet and bat rack have been installed, and upcoming projects include the Noon Rotary club putting new wooden planks on the bleachers. The Little League Group has also coordinated a project to re-roof all of the buildings and dugouts and have received commitments from local contractors to provide free labor. They have asked the City for \$2,500 for materials which the City currently has in the budget. He encouraged all of the Councilmembers to drive by the field to see all of the improvements, adding that the volunteerism in the community is a valuable partnership. Councilmember Callegari recommended using existing budget rather than doing a budget adjustment. It was the consensus of the Council to do so.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Councilmember Callegari requested public works staff to address some of the cracking issues that are occurring in the streets.

15 **ADJOURNMENT:** Motion by Mayor pro tem Wilson, second by Councilmember McBride to adjourn; motion carried unanimously.

Meeting adjourned at 7:34 p.m.

Respectfully submitted by

Rod E. De Boer, Mayor

Gwenna MacDonald, City Clerk

Approved on May 21, 2014