

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

**Regular Meeting Minutes
September 17, 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 Brian Wilson.

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

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 De Boer, to approve the agenda as submitted; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:10 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): one potential claim
- B 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
- C PUBLIC EMPLOYMENT pursuant to Government Code §54957:
 - 1 Employee Status Report
- D CONFERENCE WITH REAL PROPERTY NEGOTIATORS – PURSUANT TO Government Code §54956.8:
 - Property: APN: 116-230-05
APN: 116-230-71
 - Agency negotiator: Jared G. Hancock
 - Negotiating parties: City of Susanville; Purchaser to be Determined
 - Under negotiation: Price/Conditions/Terms of payment

Closed session adjourned at 6:50 p.m.

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

Staff present: Dan Newton, Public Works Director; Theodore Friedline, Fire Chief; Matt Wood, Police Lieutenant; Deborah Savage, Finance Manager; James Moore, Battalion Chief; Craig Sanders, City Planner and Gwenna MacDonald, City Clerk.

Mr. Hancock stated that prior to closed session the agenda was approved and that direction was given in closed but there was no reportable action taken. Mr. Hancock requested that Item 9B and Item 12D be moved to consideration after the Consent Calendar.

Dan Newton provided the thought of the day.

Mayor Wilson presented a proclamation designating October as Domestic Violence Awareness month and recognizing Lassen Family Services' effort in eliminating domestic violence in the community.

Mayor Wilson presented a certificate of recognition to Cherie Farrell and volunteers from Crossroads Ministries recognizing their volunteer effort in cleaning up the Susan River Parkway.

5 **BUSINESS FROM THE FLOOR:** No comments.

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

- A Receive and file minutes from City Council's July 16 and August 6, 2014 meetings
- B Approve vendor warrants numbered 91714 through 91988 for a total of \$756,123.45 including \$214,664.25 in payroll warrants
- C Receive and file Finance Reports: June and July 2014
- D Approve **Resolution No. 14-5093** Authorizing encroachment application and street closure for HUSA Annual Fall Crafters Festival September 20, 2014 and Safe and Sane Halloween event
- E Approve **Resolution No. 14-5095** authorizing Street Closure October 2, 2014 Chamber Mixer block party event
- F Approve **Resolution No. 14-5096** authorizing closure of Richmond Road for Lassen Land and Trails annual Rails to Trails festival October 11, 2014
- G Approve **Resolution No. 14-5097** authorizing closure of Main Street for Annual Veterans Day Parade November 11, 2014

Councilmember Garnier requested the removal of Item 6A for separate discussion.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Consent Calendar Items 6B – 6G; motion carried. Ayes: Garnier, De Boer, Callegari. and Wilson. Absent: McBride.

Councilmember Garnier noted that at the July 16, 2014 meeting, she abstained from considering Item 9A, and the minutes did not reflect that abstention. The Clerk was directed to amend the minutes accordingly.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Consent Calendar Item 6A with the correction as noted; motion carried. Ayes: Garnier, De Boer, Callegari. and Wilson. Absent: McBride.

12D **Consider approval of ownership transfer of City Buses to Lassen Community College** Mr. Hancock reported that the City had received a request from the Lassen Community College for two passenger buses currently owned by the City of Susanville. The college has many programs and opportunities for the students which require efficient and reliable transportation, the City's buses are ADA compliant, and the college has the staff required for maintenance. Mr. Hancock invited Dr. Hall to comment.

Dr. Hall, Lassen Community College Superintendent, commented that the college has challenges with transporting students to various events and the buses owned by the city would provide a good solution.

Councilmember De Boer remarked that it would put the buses to good use and free up storage space at the yard.

Councilmember Callegari stated that the city acquired the buses for a good purpose but there did not seem to be as much interest and he had no objection to transferring ownership.

Motion by Councilmember De Boer, second by Councilmember Garnier, to transfer ownership of two city-owned buses to Lassen Community College; motion carried. Ayes: Garnier, De Boer, Callegari. and Wilson. Absent: McBride.

9B Consider approval of Resolution No. 14-5094 encroachment permits for Domestic Violence banners Mr. Newton explained that Lassen Family Services, Inc. has requested authorization to place approximately thirty-two purple Domestic Violence Awareness ribbons on street light posts along Main Street from Roop Street to Riverside Drive from October 1, 2014, through October 31, 2014. The ribbons will be placed by employees of Lassen Family Services, Inc. and as the street light posts are in the State right-of-way, an Encroachment Permit application is required.

Melissa Downing, Lassen Family Services Director, commented that the ribbons are an effective part of the ongoing education effort to bring awareness to the community regarding domestic violence.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 14-5094; motion carried. Ayes: Garnier, De Boer, Callegari. and Wilson. Absent: McBride.

7 PUBLIC HEARINGS:

7A Consideration of Resolution No. 14-5086, 14-5087, 14-5088, 14-5089, 14-5090, 14-5091 and Resolution No. 14-5092 authorizing Weed and Rubbish assessment and lien against certain real properties located within the City of Susanville:

- **1116 Mark Street** **103-231-08**
- **580 Spruce Street** **105-020-05**
- **335 Ash Street** **105-086-02**
- **1630 Cornell Street** **105-210-25**
- **432 Alexander Avenue** **107-142-06**
- ~~6 Upland Street~~ ~~107-155-19~~
- **Sierra Road** **107-250-04**

Mr. Hancock reported that the proposed lien for 6 Upland Street had been paid and would be removed from consideration at the public hearing.

Councilmember Callegari announced that he would abstain from voting on 580 Spruce, 335 Ash Street, 1630 Cornell, and 432 Alexander Avenue due to a conflict with the contractor hired to perform the abatements.

Mr. Hancock explained that the City establishes a weed abatement deadline each year, and after that date, properties that are found to be in violation of the City's weed and rubbish ordinance are abated through the process established in Chapter 8.28 of the Susanville Municipal Code. The City has abated the

properties due to fire hazard and rubbish nuisance and in addition to the cost of clean-up an administrative fee is charged to cover cost of compliance.

At 7:17 p.m. Mayor Wilson opened the public hearing and requested comments from the public. There being no comments either for or against the item, Mayor Wilson closed the public hearing at 7:18 p.m.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 14-5086 and 14-5092; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 14-5087, 14-5088, 14-5089 and 14-5090; motion carried. Ayes: Garnier, De Boer, and Wilson. Abstain: Callegari. Absent: McBride.

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

9 **NEW BUSINESS:**

Councilmember Garnier announced that she would abstain from consideration of Item 9A.

9A **Consider approval of Lassen Chamber of Commerce mixer event at Susanville Municipal Airport** Mr. Hancock reported that the Chamber of Commerce holds multiple Chamber Mixers throughout the year and Susanville Aviation is scheduled to host the November 13, 2014 mixer at the Susanville Municipal Airport. The Chamber has submitted a request to serve alcoholic beverages during the event, and will be responsible for obtaining all necessary Alcoholic Beverage Control permits.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Chamber of Commerce mixer at the Susanville Municipal Airport on November 13, 2014; motion carried. Ayes: De Boer, Callegari, and Wilson. Abstain: Garnier. Absent: McBride.

9B Consider approval of Resolution No. 14-5094 encroachment permits for Domestic Violence banners

9C **Consider approval of Resolution No. 14-5101 authorizing a name change of a portion of Riverside Drive between Main Street and Riverside Drive Extension** Mr. Sanders explained that prior to the construction of the Riverside Drive extension, Riverside Drive originated at Richmond Road and ended at 2650 Main Street, the location of the former CalTrans maintenance yard. The short section of road was not renamed, and continues to be known as Riverside Drive. There have not been businesses or street numbers assigned on that portion of the roadway, however with the development of the Tractor Supply store, it has become necessary to assign a number on the street.

Mr. Sanders continued that it has the potential to cause confusion by having two roadways named Riverside Drive, and to correct a flawed numbering system that would continue down Riverside Drive, staff is proposing to rename the short section of the roadway and has come up with some suggestions for Council consideration. These include Milwood, Nobles, or Nataqua Drive, Street or Lane. The authorizing resolution has been drafted to provide an option for the Council to select one of the suggested names, or provide alternative suggestions or continue the discussion as needed. He invited questions and comments from the City Council.

Councilmember Callegari suggested naming the street Hagata Lane, in recognition of the ranching history in the community, and due to the tractor supply business on the street, he felt it would be an appropriate tribute.

Mayor Wilson noted that name may be confusing, as the Hagata Ranch was located on Hagata Lane, and while it is in the County it could potentially cause problems.

Councilmember De Boer suggested that the City name the street in honor of Officer Robert McElrath, and suggested Rob's Way as a suitable name to remind the community of his dedication to the community.

Jim Chapman discussed the history of the street as it related to the logging industry, and noted that Milwood would probably be the most historically appropriate name. He supported naming a street after Officer McElrath and suggested keeping that at the top of the list for a newer area of town that would be a longer street, as the street section in question is quite short.

Councilmember De Boer agreed, but noted that it is right off of Main Street where everyone would drive by it, notice it, and it would be a constant reminder of Officer McElrath.

Councilmember Garnier supported Councilmember De Boer's suggestion, but noted that it would be nice to have something of more significance as a tribute.

Mayor Wilson stated that the timing is appropriate, and it is a short street, but Rob's Way is a short name and would be fitting for that location.

Mr. Hancock suggested getting in touch with Officer McElrath's family to make sure that they would be in favor of the name.

Councilmember Callegari suggested maintaining a list of citizens whose names would be appropriate to use in naming new streets or parks, adding that Rob's Way was a good choice.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 14-5101 renaming the street Rob's Way; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson.

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

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

12 **CONTINUING BUSINESS:**

12A **Consider approval of Resolution No. 14-5099 accepting transfer of the Johnstonville Water System from Lassen County to the City of Susanville** Mr. Hancock reported that in February 2013 the City Council authorized staff to enter into formal discussions with Lassen County to begin the process of transferring title of all facilities associated with the Johnstonville Water System to the City. The County Board of Supervisors voted last year regarding the terms of the agreement and final transfer of the property requires formal acceptance by the City of Susanville of the Quit Claim Deed. The Well would provide a valuable resource for area fire districts, and he thanked Supervisor Chapman for driving the effort. By accepting the property, the City would be assuming responsibility for the operation and maintenance of the well and would continue providing water service to Caltrans. The County would

provide title free of any encumbrances, debt or monetary obligations and upon completion of the transfer, the City will be responsible for the water system.

Jim Chapman thanked City staff for moving forward through a process that started a few years ago, and for assuming responsibility for a 100,000 water tank that would be a valuable asset to the entire community.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 14-5099; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

12B Consider approval of Resolution No. 14-5100 declaring certain items surplus and authorizing sale Mr. Hancock reported that the Administrative Services department has worked to coordinate a city-wide surplus sale and has finalized the list of items that have been deemed to have no further value to the City. The surplus sale date has been tentatively set for September 26th and 27th, with items made available for viewing in person as well as on the City's website. He commended Krystle Hollandsworth, Administrative Staff Assistant, for being instrumental in coordinating the sale.

Mayor Wilson asked if there many specialized items.

Chief Friedline responded that some of the items from the Fire Department had not sold at the last auction and had been circulated nationwide.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 14-5100; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

12C Consider approval of Revised Extension of Boundaries Letter of authorization for Lassen County Business Lending Program Mr. Hancock reported that Lassen County Department of Planning and Building Services currently offers a business assistance program providing financial support, training opportunities, and other benefits to business owners. The City Council voted to support the program by allowing the County to make these services available to business owners located within the City limits. In June 2013, the City submitted a letter of agreement to the State Department of Housing and Community Development, and the State has requested that the City update the letter to extend the program boundaries. Mr. Hancock explained that this continued support would not prevent the City from applying for funding or administering similar programs in the future.

Motion by Councilmember Callegari, second by Councilmember De Boer, to authorize updating the program boundary extension letter; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

12D Consider approval of ownership transfer of City Buses to Lassen Community College

13 CITY ADMINISTRATOR'S REPORTS:

13A Public Works Department Update Mr. Newton provided an update regarding the activities of the Public Works Department. He reviewed key projects and accomplishments as well normal and routine responsibilities for the Administration/Engineering, Streets, Water/Geothermal and Natural Gas divisions of the public works department. He discussed the progress of the City Hall parking lot and Laurel Street repaving project.

Councilmember Callegari asked that the Department look at marking the street at Richmond Road and North Railroad, as the traffic pulling on to Richmond Road cannot see up the street until venturing too far out into the roadway.

Councilmember De Boer commented that the public works department has a great crew and commended Mr. Newton on his leadership.

Mayor Wilson agreed, adding that most people do not realize what a small crew the City has, and they do a great job with making the most of the City's resources. He asked if the Department notified other agencies and utilities when a paving project is planned.

Mr. Newton responded that they are at the stage when they can plan projects, and other agencies are provided with a schedule in order to minimize instances of having to cut into a new section of roadway.

Mayor Wilson suggested that staff look at making a case for Caltrans to install a stoplight at the corner of Ash and Bunyan, as there has been yet another accident at the intersection.

Councilmember Garnier mentioned that the street parking at the corner of North Roop Street and Nevada creates a terrible hazard and potential for a pedestrian to be hit when leaving the movie theater.

Councilmember Callegari noted that the weeds adjacent to the walking trail that crosses Riverside Drive also pose a danger to pedestrians who are waiting to cross the street, as the weeds make it difficult for drivers to have proper visibility.

Mr. Hancock thanked the Council for their comments and suggestions regarding the activities of the public works department, and he thanked Mr. Newton for all of his hard work in building a strong department and for his contributions to the management team.

13B Property Maintenance Ordinance Update Mr. Hancock provided an update regarding the status of the proposed Property Maintenance Ordinance. The original ordinance was fairly aggressive, and staff was working through the process of ensuring that the concerns of the community were balanced with the rights of individual property owners. He expected to be bringing that back for Council consideration in October or the first part of November.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

A AB1234 travel reports:

2014 Annual League of California Cities Update Mr. Hancock reported that he and two councilmembers attended the annual League conference, that it was a good conference which touched upon a broad range of topics, provided an opportunity for establishing valuable contacts to work on deeper issues.

15 ADJOURNMENT: Motion by Councilmember Callegari, second by Councilmember De Boer to adjourn; motion carried.

Meeting adjourned at 8:22 p.m.

Respectfully submitted by

Gwenna MacDonald, City Clerk

Brian Wilson, Mayor

Approved on October 15, 2014