

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

**Regular Meeting Minutes
October 15, 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 R. Wilson.

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

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

1 APPROVAL OF AGENDA:

Mr. Hancock noted that Item 9A - *Consider approval of Resolution No. 14-5109 approving renewal of rental agreement for training purposes for Susan River Fire Protection District* was an agreement with Joe Bertotti for use of his property for training purposes for the City of Susanville Fire Department and the Susan River Fire Protection District.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve the agenda with the clarification of Item 9A; motion carried. Ayes: Garnier, De Boer and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

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 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
- B PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
1. Approved Position list

Closed session adjourned at 6:38 p.m.

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

Staff present: Thomas Downing, Police Chief; James Moore, Fire Battalion Chief; Dan Newton, Public Works Director; Deborah Savage, Finance Manager; and Gwenna MacDonald, City Clerk.

Mr. Hancock stated that prior to closed session the agenda was approved with change to Item 9A noting that the agreement was with Mr. Joe Bertotti. He stated that in closed session regarding Item 3A, Council

gave direction, and regarding Item 3B, voted unanimously to amend the job description to include specific reference to the public works department, and to update the approved position list accordingly.

Chief Thomas Downing provided the thought of the day.

5 BUSINESS FROM THE FLOOR:

Cherrie Farrell, Crossroads Ministries, shared that she would like assistance in conducting community service outreach to address various cleanup projects, focusing on the main street sidewalks. She wanted to know if it was ok to use roundup or salt, or other such weed-removal products.

Dan Newton stated he would be happy to look into options.

Mr. Hancock talked about the project list that has been developed for those looking into community service projects.

Councilmember Garnier stated that clean-up of Main street is a project near and dear to her heart.

Councilmember De Boer thanked Ms. Farrell for stepping up, as cleaning up Susanville has been number one on his list for some time.

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

- A Receive and file minutes from City Council's September 17, 2014 meeting
- B Approve vendor warrants numbered 92128 through 92270 for a total of \$280,424.04 including \$107,276.39 in payroll warrants
- C Receive and file Quarterly Transient Occupancy Tax Report
- D Receive and file Finance Reports: August and September 2014

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve the Consent Calendar; motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

7 PUBLIC HEARINGS:

7A Fiscal Year 2013/2014 Annual Report of Development/Mitigation Fees: Consider approval of Resolution No. 14-5107 approving and accepting revenues and expenditures report for Police, Fire, Streets and Park Mitigation funds; Consider approval of Resolution No. 14-5108 approving and authorizing closing and consolidation of various street mitigation funds Ms. Savage reported that according to Government Code Section 66000, local agencies are authorized 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. 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 and each year the City provides a report on the status of those funds, and reviews expenditures accordingly. Staff is also formalizing the recommendations set by the City Council for closure of the Barry Creek Culvert and Chestnut Street Culvert projects and the consolidation of the Skyline/Numa and Skyline/Highway 139 traffic signal funds into a single Traffic Signal fund.

Mayor Wilson opened the public hearing at 7:12 p.m. and requested comments from the public.

There being no questions or comments, Mayor Wilson closed the public hearing at 7:13 p.m.

Mayor Wilson mentioned that the Council has discussed funding the installation of a traffic signal at the intersection of Paul Bunyan and Ash Streets, and asked what the next steps would be to make that happen, as there are numerous accidents at that intersection.

Mr. Hancock responded that a traffic analysis would be the next step to substantiate the position that the intersection should be lighted, and this would need to occur prior to designating a specific mitigation fund for the installation of a signal at Bunyan and Ash street.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 14-5107; motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 14-5108; motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS:

Commission/Committee Reports:

9 NEW BUSINESS:

9A Consider approval of Resolution No. 14-5109 approving renewal of rental agreement for training purposes for Susan River Fire Protection District Battalion Chief Moore reported that the Susanville Fire Department and Susan River Fire Protection District have an opportunity to renew the lease for an uninhabitable single-family dwelling located at 701-985 Johnstonville Road, to be used exclusively as a fire training facility. The property is owned by Joe Bertotti and he is interested in reviewing the lease for a four year term, increasing from two year term of the previous lease. The structure provides a good location for structure fire training.

Motion by Councilmember De Boer to approve Resolution No. 14-5109; Councilmember Garnier provided a second and the motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

9B Consider approval of Resolution No. 14-5110 amending appendix of designated positions in City of Susanville Conflict of Interest Code Ms. MacDonald explained that the Political Reform Act requires every local government agency to review its Conflict of Interest code in even-numbered years to determine if it is accurate or, alternatively, that the code must be amended. Staff has reviewed the City's Conflict of Interest code and has amended the Appendix of Designated Positions to accurately reflect elimination of the City Treasurer position but the disclosure categories have not been modified.

Mayor Wilson suggested adding members of the Susanville Loan Committee, based upon their decisions which affect property and financial interests. It was the consensus of the Council to include members in their capacity as Susanville Loan Committee members at disclosure category four.

Motion by Councilmember De Boer to approve Resolution No. 14-5110 with the amendment to include Susanville Loan Committee members; Councilmember Garnier provided a second and the motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

9C Consider approval of Resolution No. 14-5111 approving lease of 15 Golf Carts for Diamond Mountain Golf Course and authorizing City Administrator to execute lease Mr. Hancock reported that the City has entered into two separate leases with Yamaha Golf Carts for a total of 30 carts used at the Diamond Mountain Golf Course. The first 15 carts were leased in 2011 for three years and in 2012 the city leased 15 additional carts for three years. The 2011 lease is expiring in October 2014 and staff has been working with Brian Jones of Yamaha Cart Leasing to compare lease prices for 15 new golf carts. He reviewed the lease options which included three, four and five-year leases on 2014 or 2015 model carts, with a five year lease for 2014 carts providing an annual savings of \$2,664.

Councilmember Garnier asked if there would be an increase in maintenance costs if the City keeps the carts for five years.

Mr. Hancock responded that the City has the carts amp tested, and the usage is determined by hours, and the usage is low enough that there are not expected to be any maintenance issues. They are a quality product and the only real maintenance that is required is related to brake replacement.

Mayor Wilson asked if Yamaha would be agreeable to offering the proposed price to include carts that the city currently has, and extending the 2011 – 2014 contract for two more years.

Mr. Hancock replied that the carts leased in 2011 have the highest hours of usage, and it would be in the City's best interests to bring that forward at the expiration of the 2012 lease as a negotiating point, as the 2012 carts have far less usage on them than the 2011 carts have.

Motion by Councilmember De Boer to approve Resolution No. 14-5111; Councilmember Garnier provided a second and the motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

9D Consider approval of Resolution No. 14-5112 approving MOU with Susanville Indian Rancheria for construction of sidewalk, curb and gutter at Diamond Mountain Casino Mr. Newton explained that the Susanville Indian Rancheria is interested in funding the construction of sidewalk, curb and gutter on the southerly line of Skyline Road in front of the Diamond Mountain Casino. Through an August 2009 agreement with the Rancheria, City staff has prepared construction plans and specifications and drafted a Memorandum of Understanding describing the responsibilities of both parties. The SIR will provide funding to the City so that the City can complete the sidewalk, curb and gutter, and other work as necessary to complete construction.

Motion by Councilmember Garnier to approve Resolution No. 14-5112; Councilmember De Boer provided a second and the motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

9E Consider approval of Resolution No. 14-5113 approving MOU with FBI to join Safe Streets Gang Taskforce Chief Downing reported that the Susanville Police Department has been researching opportunities to reduce violent crime, drug trafficking, and street gang activity and with the termination of State grant funding for the Lassen Interagency Narcotics Task Force, it has been necessary to consider options that will reduce the impact on the City's budget. The Department has identified an opportunity to join the Northern Nevada Safe Streets Gang Task Force, administered through the Reno Field Office of the FBI. The city would assign a full time Peace Officer to assist the group and in return would be able to draw upon the full resources of the task force as well as the Reno Field Office of the FBI for the

investigation of these types of crimes. The FBI will provide up to \$17,374.25 in overtime expenses for this fiscal year will provide a vehicle and a fuel allowance for the assigned peace officer to utilize while working in the course and scope of their employment. The overtime reimbursement amount is subject to future funding allocations by the federal government, however the FBI participation on the task force will be beneficial as complex drug investigations are labor intensive, and task force personnel will provide the additional staffing needed to increase the effectiveness of regional efforts to fight violent crimes.

Councilmember Garnier remarked that she was excited about the opportunity which seems to be a win/win option for the community.

Mayor Wilson thanked Chief Downing for finding a solution to address the issue of the defunding of the task force.

Motion by Councilmember De Boer to approve Resolution No. 14-5113; Councilmember Garnier provided a second and the motion carried. Ayes: De Boer, Garnier and Wilson. Absent: Lino P. Callegari and Nicholas McBride.

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

13A **Funding request from Honey Lake Valley Joint Powers Authority** Mr. Hancock explained that at the October 7, 2014 meeting of the Honey Lake Valley Recreation Authority (HLVRA), the Board voted to pursue a revised funding strategy for the construction of a community pool. The Memorandum of Understanding approved on November 18, 2013 provided for an annual contribution by the City of Susanville and the County of Lassen in the amount of \$200,000 through June 30, 2028. The HLVRA is requesting that the City consider a funding a portion of the contributions as a lump sum up front with a corresponding reduction in the annual contribution. This would cover the initial cost of funding to construct the pool, reduce the annual contribution amount and minimize the financing and debt service costs.

Councilmember De Boer remarked that he would be happy to consider the request, however he would prefer to have the discussion when all members of the Council were present.

Councilmember Garnier asked if the City budget would be left short if a lump sum payment were to be made.

Mr. Hancock assured the Council that this item was brought forward as an information item only in order to determine what the general sentiment of the Council would be. A lump sum payment would not change the 15-year funding commitment and staff would be looking at various combinations of internal funds, with the exclusion of restricted funds or bond funds, and obviously as the City operates on a lean budget it would involve a lot of work. He stated that he is confident that the City could make it work, with his primary recommendation being to apply for funding sources through such sources as the CDBG program.

Councilmember Garnier responded that her primary concern is that the City may be caught short in the event of an emergency.

Mayor Wilson added that the Council would be relying on Mr. Hancock to come up with the best option, and he would prefer that reliance upon things such as CDBG funding be left out of the picture. Either the City will be able to make it work, or they won't and he would prefer to not have funding subject to grant regulations be included as part of the plan.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

A AB1234 travel reports:

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

Meeting adjourned at 7:50 p.m.

Respectfully submitted by

Brian R. Wilson, Mayor

Gwenna MacDonald, City Clerk

Approved on: November 19, 2014