

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

**Regular Meeting Minutes
December 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 R. 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, Peter M. Talia, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve the agenda as submitted; motion carried unanimously. Ayes: Garnier, McBride, Callegari, De Boer and Wilson.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:09 p.m. the Council recessed to closed session to discuss the following:

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

1 Property: APN: 103-294-10
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville; Don MacVitie
Under negotiation: Price/Conditions/Terms of Purchase

B PUBLIC EMPLOYMENT – pursuant to Government Code §54957:

1 Fire Chief

C PUBLIC EMPLOYMENT pursuant to Government Code §54957: Airport Manager Contract

D 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

Closed session adjourned at 6:55 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 without changes and that in closed session Council gave direction but there was no reportable action.

Recognition of Service: Chief Theodore Friedline

Mayor Wilson read a proclamation honoring the career of Fire Chief Theodore Friedline.

Mr. Hancock spoke of the many contributions made by Chief Friedline for the City and in support of the City's management team.

Theodore Friedline, retiring Fire Chief, thanked the Council and those in attendance for their contributions and support of the City of Susanville.

5 BUSINESS FROM THE FLOOR:

Phil Bertanzoni offered recommendations to improve the course conditions and operation of Diamond Mountain Golf Course. He suggested forming an advisory committee to City Council to provide regular updates.

Julie Brown, Chairperson for Annual Country Christmas event, thanked the City Council for providing funding that allowed the Chamber of Commerce to purchase the Christmas tree. The Chamber received funding contributions from many organizations, and received a tremendous amount of positive feedback about the quality and appearance of the tree. Ms. Brown added that she lives next door to the tree's location at the top of Main Street, and often sees people posing in front of it to take pictures.

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

- A Receive and file minutes from City Council's November 5 and 19, 2014 meetings
- B Approve vendor warrants numbered 92686 through 92840 for a total of \$560,071.19 with \$251,885.56 in payroll warrants
- C Receive and file Finance Reports: November 2014

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

7 PUBLIC HEARINGS: No business.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS:

Commission/Committee Reports:

9 NEW BUSINESS:

A Consider Resolution No. 14-5127 terminating Airport Hangar Land Lease Agreement, Lot #20 with Dennis Roberts and Ray Craig and authorizing execution of an Airport Hangar Land Lease Agreement for Hangar #20 with William and Linda Stewart Mr. Hancock reported that on November 5, 2014, the City Council was presented with the option of purchasing Hangar #20, co-owned by Dennis Roberts and Ray Craig, for the amount of \$37,500.00. The Council declined the purchase of the hangar. On November 26, 2014, William and Linda Stewart took possession of the hangar and are now required to execute a new Airport Hangar Land Lease Agreement for Hangar #20.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Resolution No. 14-5127; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9B Consider Resolution No. 14-5128 authorizing execution of consultant agreement with Green DOT Transportation Solutions for transportation planning services Mr. Newton reported that the City has multiple street rehabilitation, reconstruction, bicycle, and pedestrian projects to be implemented over the next three years, with funding from Local, State and Federal sources. These

projects require the expertise of a transportation consultant to assist the City with project development, management, programming, and delivery. Staff followed the procurement process and received one proposal from Green DOT Transportation Solutions with the expenditure limit of \$150,000. At this time, \$150,000 has not been identified to exclusively fund Green DOT Transportation Solutions, and the services agreement provides for work items to be identified by specific Task Orders to be issued by the City Administrator as needed to complete work as funding becomes available. Funding sources that have been identified to date for Green DOT Transportation Solutions include STIP Funding for both project implementation and planning.

Motion by Councilmember Garnier, second by Councilmember Callegari, to approve Resolution No. 14-5128; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9C Consider Resolution No. 14-5129 authorizing execution of management agreement for Susanville Municipal Airport with Steve Datema Mr. Hancock explained that the negotiations with Mr. Datema for Airport Manager and Fixed Base Operator Services at the Susanville Airport have been completed. The Airport Manager is directly responsible for the daily oversight, maintenance and operations of the City owned airport facilities. The Fixed Base Operator (FBO) provides the commercial services that are desired at the airport including fuel sales, aircraft repair and maintenance, aircraft storage, flight lessons and charter services. The five year agreement approved in 2010 provided for one five year extension by mutual agreement for an additional five year term. The term of the proposed agreements will be February 2015 through 2020.

Motion by Councilmember Callegari, second by Councilmember Garnier, to approve Resolution No. 14-5129; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9D Consider Resolution No. 14-5131 authorizing closure of Sierra Park fund Ms. Savage reported that in 2012 the City created the Sierra Park Project Fund and transferred \$160,000 from the Park Mitigation Fund to be used in conjunction with the OGALS Proposition 84 Grant for the construction of a community park on Sierra Road. In July of 2013, after careful consideration of the impact on the City by the construction of the new park, the City decided to not proceed with the project. The City has received all of the reimbursements for staff time and consultant charges and City Council authorization is required to close the Capital Improvement Project Fund. She reviewed the breakdown of funding transfers, including returning \$160,000 to the Park Dedication Fund and the transfer of the additional \$12,475.96 to the General Fund and Public Works Admin fund for staff time spent on the project. The City will now have \$174,965.88 in the Park Dedication Fund to allocate to future park or recreational projects.

Motion by Councilmember De Boer, second by councilmember Garnier, to approve Resolution No. 14-5131; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9E Consider authorization to execute Notice of Completion for 2012 Rehabilitation B Project, City Project No. 12-01 as complete Mr. Newton reported that on February 6, 2013, the City Council awarded the contract for the 2012 Rehabilitation B Project, City Project Number 12-01, to Dig It Construction, Inc. On October 7, 2014, the project was completed and official notice of completion must be authorized by City Council.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve the Notice of Completion for 2012 Rehabilitation B Project; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

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 **Honey Lake Valley Recreation Authority funding update** Mr. Hancock reported that the Honey Lake Valley Recreation Authority (HLVRA) is moving forward with construction and funding options for the construction of a community swimming pool. The City and County have been working together to develop a schedule and timeline for construction and it has been determined that the cost of construction would be \$1.1 million each from the City and County. The cost of the City's overall contribution would be decreased and the City would be looking at funding options for outside financing and bring back for City Council consideration.

Mayor Wilson requested that Mr. Hancock elaborate for those who were in attendance why the HLVRA cannot pursue outside loan options to fund construction.

Mr. Hancock explained that as a new entity, the HLVRA is dependent on funding contributions from the City and County. They have zero assets, no credit rating and as such cannot obtain funding.

Councilmember Callegari stated that his direction is not to pursue funding options.

There were no other questions or comments from the public or City Council. Mayor Wilson polled the Council to determine support of pursuing funding options and bring back for City Council consideration. It was the consensus to do so.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

A AB1234 travel reports:

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 7:37 p.m.

Respectfully submitted by

Brian R. Wilson, Mayor

Gwenna MacDonald, City Clerk

Approved on: January 21, 2015