

SUSANVILLE CITY COUNCIL
Special Meeting Minutes
July 22, 2015 – 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 Wilson.

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

Staff present: Jared G. Hancock, City Administrator; Heidi Whitlock, Assistant to the City Administrator.

1 APPROVAL OF AGENDA:

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

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:02 p.m. the Council recessed to closed session to discuss the following:

A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:

- 1 City Attorney Services
- 2 City Administrator Contract

B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code §54956.8:

- 1 Property: Susanville Municipal Airport
- Agency Negotiator: Jared G. Hancock
- Negotiating parties: City of Susanville: American Medflight
- Under Negotiations: Price/Conditions/Terms of Lease/Agreement

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

- 1 Agency Negotiator: Jared G. Hancock
- Bargaining Unit: Administrative, Firefighters, Miscellaneous, Public Works, SPOA

Closed session recessed at 7:00 p.m.

4 RETURN TO OPEN SESSION: At 7:02 p.m. the City Council reconvened in open session.

Staff present: Thomas Downing, Police Chief; Dan Newton, Public Works Director; Daniel Gibbs, City Engineer; James Moore, Fire Chief; Deborah Savage, Finance Manager.

Mayor Wilson led the Pledge of Allegiance.

Mr. Hancock stated that prior to Closed Session the agenda was approved with no changes and in Closed Session the Council gave direction to staff but there was no reportable action.

Mr. Hancock provided the Thought of the Day.

5 **BUSINESS FROM THE FLOOR:** None.

Councilmember De Boer requested the removal of Item 6B and 6C for separate discussion.

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

- A Receive and file minutes from the City Council's June 3, 2015 meeting
- B Approve Resolution No. 15-5190 approving and authorizing Mayor to execute Agreement for City Attorney Services with Jessica Ryan
- C Approve Resolution No. 15-5189 approving Employment Agreement for City Administrator

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Item 6A; motion carried unanimously. Ayes: De Boer, Garnier, McBride, Callegari and Wilson.

6B Approve Resolution No. 15-5190 approving and authorizing Mayor to execute Agreement for City Attorney Services with Jessica Ryan Mr. Hancock stated that Jessica Ryan has accepted the offer for the position of City Attorney.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 15-5190 approving and authorizing Mayor to execute Agreement for City Attorney Services with Jessica Ryan; motion carried unanimously. Ayes: De Boer, Callegari, Garnier, McBride and Wilson.

6C Approve Resolution No. 15-5189 approving Employment Agreement for City Administrator Mr. Hancock stated that the Council and City Administrator have agreed to the terms of the agreement.

Motion by Councilmember De Boer, second by Councilmember Callegari to approve Resolution No. 15-5189 approving Employment Agreement for City Administrator; motion carried unanimously. Ayes: De Boer, Callegari, Garnier, McBride and Wilson.

7 **PUBLIC HEARINGS:** None.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.

Commission/Committee Reports:

9 **NEW BUSINESS:**

9A Consider approval of Resolution No. 15-5181 authorizing traffic control measures at the intersection of Nevada and Roop Street. Mayor pro tem McBride and Councilmember Callegari recused themselves from consideration of this item. Dan Gibbs, City Engineer discussed the studies performed for the intersection at Nevada and Roop and requested the approval of Resolution No. 15-5181 which would result in more visibility.

Sharon McBride expressed concern over the loss of parking spaces as there would be only two spaces left for three businesses to share. She also expressed that she has never seen a major accident at that location.

Mr. Gibbs elaborated on the spaces in question stating that only 4 or 5 spaces would be eliminated in the process.

Additional conversation occurred on whether or not the traffic control was warranted per the study completed. The response was no. However, Mr. Newton explained that the traffic control not being warranted was the 4-way stop, not the elimination of parking.

Motion by Councilmember Garnier, second by Councilmember De Boer to approve Resolution No. 15-5181, authorizing the installation of additional traffic control devices and signs and implementing parking restrictions on North and Nevada Street with the provision that all property owners are to be notified prior to installation with concerns being presented to the Council; motion carried unanimously. Ayes: Garnier, De Boer, Callegari, McBride and Wilson.

9B Consider approval of Resolution No. 15-5184 approving amendment to MOU for Susanville Indian Rancheria Sidewalk project and Resolution No. 15-5185 approving award for contract to complete Skyline Indian Rancheria Sidewalk project Mr. Newton discussed the Susanville Indian Rancheria Sidewalk project and stated that two bids have been received and Impact Construction was the lowest responsible bidder. Mr. Newton explained that it was requested that the project be extended to Barbara Street, incurring an additional \$50,000 cost. An amendment was requested to add this additional work as well as the approval to award the contract to Impact.

Motion by Councilmember Callegari, second by Councilmember De Boer to approve Resolution No. 15-5184, authorizing the execution of Addendum Number 1 to the MOU between the City and the Susanville Indian Rancheria; motion carried unanimously. Ayes: Callegari, De Boer, Garnier, McBride and Wilson.

Motion by Councilmember Garnier, second by Councilmember Callegari to approve Resolution No. 15-5185, authorizing the award of the contract for the Skyline Sidewalk project to Impact Construction; motion carried unanimously. Ayes: Garnier, Callegari, De Boer, McBride and Wilson.

9C Consider approval of Resolution No. 15-5186 approving Integrated Regional Water Management (IRWM) Plan, Resolution No. 15-5187 accepting Lease Agency Responsibility for IRWM implementation grant and Resolution No. 15-5188 authorizing Mayor to execute Agreement with Dyer Engineering for Preparation of Implementation Grant Mr. Newton discussed the purpose of the IRWM Plan and that the Plan needs to be adopted prior to receiving funding. It is requested that the Council adopt the plan to ensure the City is eligible. In addition, staff is requesting the City accept the lead agency responsibility and to allow the City Administrator to execute the agreement with Dyer Engineering. Approval would enable the City to complete more projects in a shorter amount of time.

Mayor Wilson inquired as to whether or not the \$30,000 was permitted to come out of the presented fund. Mr. Newton confirmed that the improvements were a permitted use.

Motion by Councilmember Callegari, second by Councilmember De Boer to adopt the IRWM Plan; motion carried unanimously. Ayes: Callegari, De Boer, Garnier, McBride and Wilson.

Motion by Councilmember Callegari, second by Councilmember De Boer, to accept lead agency status for the RWMG and authorize the City Administrator to execute the agreement on behalf of the RWMG; motion carried unanimously. Ayes: Callegari, De Boer, Garnier, McBride and Wilson.

Motion by Councilmember Callegari, second by Councilmember De Boer, authorizing Mayor to execute agreement with Dyer Engineering for preparation of the IRWM grant package; motion carried unanimously. Ayes: Callegari, De Boer, Garnier, McBride and Wilson.

9D Consider approval of Resolution No. 15-5191 granting an affirmative easement to the Lassen Historical Society for the purpose of completing the Roop's Fort Roof Repair project.

Mr. Hancock explained that the City has been working on the Roop's Fort Roof Repair project and as the City is the owner of the property, the Historical Society has requested formal authorization to procure a contractor to perform the necessary work.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 15-5191 granting a right of entry upon the land to the Lassen Historic Society to complete the Roop's Fort Roof Renovation Project; motion carried. Ayes: De Boer, Garnier and Callegari. Noes: McBride and Wilson.

Direction was given to Mr. Hancock by Mayor Wilson to also pursue legal counsel on the issue as Tony Jonas did not feel the wording in the resolution was adequate. Mr. Hancock responded that he would work with the Historical Society to verify the preferred language.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

12A Consideration of private funding option for construction of Community Pool Mr. Hancock stated that the City received two proposals for the funding of the community swimming pool, from Umpqua Bank and Nor Cal Bank. Staff and Kevin Harper have reviewed and suggest using Umpqua Bank as the interest rate is lower.

Kurt Bonham inquired as to whether or not the Fire and Police buildings were being encumbered for the loan, and if the City is self-insuring these properties. Mr. Hancock replied that Umpqua chose to use the Fire Department building for collateral and discussed how the City is part of the SCORE risk pool which determines the buildings' worth and it is insured based on that determined number.

Councilmember Garnier inquired as to whether SCORE provided a current value or replacement value. Mr. Hancock responded it was replacement value.

Motion by Mayor pro tem McBride, second by Garnier to authorize staff to work with Umpqua Bank to secure funding for the community swimming pool; motion carried. Ayes: Garnier, McBride and Wilson. Noes: Callegari and De Boer.

13 CITY ADMINISTRATOR'S REPORTS:

13A Water Conservation Update Mr. Newton discussed the emergency water regulations and stated that the City's usage has stabilized instead of going up, as typically seen in July. He continued that the attached brochures went out in the mailings and that 97 warning notices had been hung and a few letters have been sent. The third violation would constitute a citation. He stated that staff continues to investigate rate structures and requirements.

Councilmember Garnier inquired about the schools and parks. Mr. Newton responded that he is unsure about the schools but the parks are complying.

Sharon McBride expressed concern that if we are discussing \$3.5 million for a pool, the children need green park space as well.

13B July 4th 2015 Public Safety and Clean-Up Update

Chief Downing provided an update to the Council regarding July 4, 2015. He stated that five arrests were made for illegal fireworks.

Chief Moore stated that his department was also busy as there were four fire calls; two caused by illegal fireworks and two by safe and sane fireworks.

13C State Transportation Improvement Program (STIP) Update Mr. Newton opened by stating that some roads can be funded with federal funds while others cannot which is where State funds come in. He added that to be in compliance, the City's ramps need updating. He continued that staff chose straightforward streets and they were told by the State that they could separate them out into different projects. Staff wanted to address the worst streets first but the City cannot move projects out of their already assigned project years and would like the first project put out to bid by mid-August and construction starting before winter.

Mayor Wilson inquired if there were any funding concerns with the 2016-2017 fiscal year. Mr. Newton responded that Caltrans stated there could be a funding shortfall. If that is the case, Caltrans would go into their allocation process. Mr. Newton provided information on the allocation process.

14 COUNCIL ITEMS:

14A AB1234 travel reports: None.

15 ADJOURNMENT:

Motion by Councilmember Callegari, second by Mayor pro tem McBride to adjourn; motion carried. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Meeting adjourned at 8:30 p.m.

Respectfully submitted by

Brian R. Wilson, Mayor

Heidi Whitlock, Assistant to the
City Administrator

Approved on September 2, 2015