

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

**Regular Meeting Minutes  
August 19, 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, Nicholas McBride, Rod E. De Boer, and Brian R. Wilson. Absent: Lino P. Callegari.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; and Gwenna MacDonald, City Clerk.

**1 APPROVAL OF AGENDA:**

Mr. Hancock noted that Item 9A and 9B related to the Susanville Municipal Airport project would need to be removed from the agenda as information expected from the Federal Aviation Administration had not been received.

Motion by Mayor pro tem McBride, second by Councilmember Garnier, to approve the agenda with the removal of Item 9A and 9B as requested; motion carried. Ayes: Garnier, McBride, De Boer, and Wilson. Absent: Callegari.

**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 PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
  - 1 Public Employee Performance Evaluation: City Administrator
  - 2 Agency Negotiator: Jared G. Hancock  
Bargaining Unit: Administrative, Firefighters, Miscellaneous, Public Works, SPOA

Closed Session recessed at 6:59 p.m.

**4 RETURN TO OPEN SESSION:** At 7:07 p.m. the City Council reconvened in Open Session.

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

Mr. Hancock stated that prior to Closed Session the agenda was approved with the removal of Item 9A and 9B. In closed session the City Council voted unanimously to send the response to the Grand Jury as presented. There was no other reportable action and at the conclusion of Open Session, the Council would be reconvening in Closed Session.

Mayor pro tem McBride provided the Thought of the Day.

Mayor Wilson presented longevity pins and certificates to several City employees. The pins are awarded for every five years of service to the City of Susanville.

**5 BUSINESS FROM THE FLOOR:**

**Joyce El Kouarti**, Lassen National Forest, discussed membership on the Resource Advisory Committee, funding, projects, and invited the Council to apply for membership to serve on the Committee.

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

- A Receive and file minutes from the City Council's June 17, 2015 meeting
- B Approve vendor warrants numbered 94740 through 94863 for a total of \$295,192.57 including \$112,540.56 in payroll warrants

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

**7 PUBLIC HEARINGS:** No business.

**8 COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.  
Commission/Committee Reports:

**9 NEW BUSINESS:**

*9A Consider approval of **Resolution No. 15-5197** accept grant offer from FAA for PAPI design*

*9B Consider approval of **Resolution No. 15-5198** authorize submittal of grant application to Caltrans for matching funds for PAPI design project*

**9C Consider approval of Resolution No. 15-5200 authorizing Mayor to execute Design Consulting Services Agreement with Remedy Engineering Services for STIP Projects SC-2 and SC-3**

Mr. Newton reported that the STIP Project 'SC-2' and 'SC-3' for overlay of certain City streets was conceptualized several years ago to improve ride-ability and potentially reduce the Department of Public Works annual maintenance costs. In order to expedite the design process, best utilize available resources, and manage current staff commitments, staff developed a Request for Proposals (RFP) to assist in the completion of construction documents and review for ADA compliance. Program of construction costs will be submitted in December and be made available for the spring 2016 construction season. With recent shortfalls in the STIP program, staff anticipates that utilizing a consultant to accelerate the design process and submit projects for funding as soon as possible may increase the likelihood of receiving funding. Staff received three proposals and determined that the proposal submitted by Remedy Engineering to be the most responsive. Funding in the amount of \$60,000 is available and the City has met all program requirements and is eligible for reimbursement of project costs.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 15-5200; motion carried. Ayes: Garnier, McBride, De Boer and Wilson. Absent: Callegari.

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

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

**12 CONTINUING BUSINESS:** No business.

**13**     **CITY ADMINISTRATOR'S REPORTS:** No business.

**14**     **COUNCIL ITEMS:**

**14A**    **AB1234 travel reports:**

A        AB1234 travel reports:

Chief James Moore discussed the acquisition of the new fire engine received from the Office of Emergency Services, and described the benefit to the City of Susanville and local fire agencies of having the engine on loan from the State. Those in attendance were invited to inspect the engine at the conclusion of Open Session.

**15**     **ADJOURNMENT:**

At 7:22 p.m. Mayor Wilson called for a short recess prior to reconvening in Closed Session.

At 7:32 p.m. the City Council reconvened in Closed Session.

At 8:04 p.m. Councilmember De Boer exited the Council chambers and did not return.

At 8:34 p.m. the City Council reconvened in Open Session.

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

Meeting adjourned at 8:35 p.m.

Respectfully submitted by

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Brian R. Wilson, Mayor

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Gwenna MacDonald, City Clerk

*Approved on September 2, 2015*