

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

**Regular Meeting Minutes  
January 20, 2016 – 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 E. De Boer, Lino P. Callegari and Brian R. Wilson.  
Absent: Nicholas McBride.

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

**1 APPROVAL OF AGENDA:**

Motion by Councilmember De Boer, second by Councilmember Callegari, 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 6:03 p.m. the Council recessed to Closed Session to discuss the following:

- A CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code §54956.8
- |                    |                                      |
|--------------------|--------------------------------------|
| Property:          | APN 103-340-01                       |
| Agency Negotiator: | Jared G. Hancock, City Administrator |
| Negotiating Party: | Lassen Community College             |
| Under negotiation: | Price/conditions/terms of lease      |

Mayor pro tem McBride arrived at 6:04 p.m. and assumed his seat on the dais.

Closed Session recessed at 6:59 p.m.

**4 RETURN TO OPEN SESSION:** At 7:03 p.m. the City Council reconvened in Open Session.

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

Mr. Hancock stated that prior to Closed Session the agenda was approved as submitted, and in closed session the City Council gave direction to staff but there was no reportable action taken.

Mayor pro tem McBride provided the Thought of the Day.

**5 BUSINESS FROM THE FLOOR:**

**Ruth Dike** requested information related to the Honey Lake Valley Recreation Authority, specifically financial information and the process for approving payments of expenses, and a financial plan for operations, once the facility is constructed. She was unable to identify the information on the posted agendas and minutes, and requested assistance.

Mr. Hancock explained that even though two of the City Council members are seated Board members of the HLVRA, the business conducted by the Authority is separate from City Council business. He requested her contact information so that he could follow up and provide the information she was speaking about.

**Chris Cole**, Sierra Daily News, stated that he had made a formal request to the HLVRA for information that Ms. Dike was requesting, and Ms. Dike was not aware that the request had been made. Mr. Cole asked the City Council if they had a contingency plan in place if the present negotiations with the Susanville Peace Officers Association resulted in a sudden loss of officers from the Department. He suggested entering into discussions with the Lassen County Sheriff's office to develop some type of back-up plan.

Mayor Wilson thanked him for his comments.

**Nate Horton**, Police Department and Treasurer for SPOA, stated that he was present to make sure that the discussions between SPOA and the City Council remain on the radar. He had spoken with the City Administrator, and wanted to make sure that the City Council is aware that the members of SPOA are very appreciative of everything that the City has been able to do for the officers. He said that they appreciate the support and passion in the community for the Department, and what the officers hope to gain from the negotiations is competitive pay. He stated that it is important to be competitive with other agencies in the State, and he is heavily involved in recruitments and it is difficult to attract new officers to the community if they cannot be competitive. He stated that after only four years in the Department, he is senior to eight other officers, and it is very critical that new officers learn from tenured officers in the Department.

Chris Cole stated that the level of trust that is necessary to successful negotiations is also important for the community to feel towards the City Council's ability to act during a time of crisis. It is an issue that needs to be readdressed, and with recent crimes in the community such as the break in at Little Cesar's, there is no trust in the system.

Mayor Wilson stated that Item 6A would be pulled for separate consideration.

- 6**     **CONSENT CALENDAR:** Mayor Wilson reviewed the items on the Consent Calendar:
- A     Receive and file minutes from City Council's December 16, 2015 meeting
  - B     Approve vendor warrants numbered 96173 through 96215 for a total of \$470,610.91 including \$103,597.09 in payroll warrants
  - C     Receive and file Finance Reports: December 2015

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

Councilmember Garnier pointed out that in the minutes from the December 16, 2015 meeting, several people spoke from the floor, and she provided corrections in the spelling of names for speakers Kristi Choo, Mary Piowaty, Darrell MacChamber, and Tater Lohr.

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

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

**9A Consider approval of Resolution No. 16-5249 authorizing STIP Supplement Agreement No. N004 for Susanville Rehab 'FD' project** Mr. Newton explained that the Susanville Rehabilitation Project 'FD' is a pavement overlay project that will rehabilitate various streets in the City of Susanville. He referred to a map that depicts the streets included in the project, which is programmed in the STIP for construction in Fiscal Year 2018-2019. To complete construction, the City has to complete the environmental document, and since the project will utilize State and Federal funds, both a CEQA and NEPA document are required for this project. The City has received a fund allocation from the California Transportation Commission in the amount of \$120,000 to complete the environmental work. A Program Supplement Agreement is required for the State to reimburse the City for the project costs.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 15-5249; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9B Consider approval of Resolution No. 16-5250 approving lease agreement with Ken McCormick for Hangar #16 at the Susanville Municipal Airport** Mr. Hancock reported that the City Council was presented with the option of purchasing Hangar #18, owned by Steve Datema, for the amount of \$35,000.00. The Council declined the purchase of the hangar, and it was purchased by Mr. Ken McCormick who is required to execute a new Airport Hangar Land Lease Agreement with the City for Hangar #18.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution No. 16-5250; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**9C Consider approval of appointments to the Susanville Airport Commission** Mr. Hancock explained that the Airport Commission had one Commissioner and one Alternate Commissioner whose terms have expired, and an additional Commissioner who has moved out of the area, creating a third vacancy. The City advertised for the vacancies, and received four letters of interest. The Mayor has reviewed the letters and has recommended Ross Stevenson to fill the vacancy ending November 2019, Larry Beck to complete the remainder of Commissioner Gauthier's term ending November 2016, and to appoint Mary Foster as the alternate for a four year term ending in November 2019.

Mayor Wilson explained that Commissioner Stevenson has been reappointed to serve a full term, and Larry Beck had been serving as an alternate and was appointed to fill the remainder of the term vacated by Commissioner Gauthier. Mary Foster is a newer member of the community, however the fourth letter of interest was submitted by Paul Williams, who currently works as a pilot for one of the air medical providers at the airport. He spoke with Mr. Williams, who understood the potential conflicts of interest that he would experience as a member of the Commission.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve the appointments to the Airport Commission as recommended; 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:**

**12A**     **Consider approval of Skyline Road Sidewalk Project No. 15-01 Notice of Completion** Mr. Newton described the project area and improvements installed through Skyline Road Sidewalk Project 15-01. The City entered into an agreement with the Susanville Indian Rancheria, provided construction engineering and support costs, and the project was awarded to Impact Construction. On November 3, 2015, the project was deemed substantially completed.

Motion by Councilmember Garnier, second by Councilmember Callegari, to authorize the Public Works Director to execute the Notice of Completion; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**12B**     **Consider approval of 2015 Water Main Replacement Project Number 15-02 Notice of Completion** Mr. Newton reported that the City entered into a contract for the 2015 Water Main Replacement Project with Hat Creek Construction, Inc. The original bid amount awarded was \$835,795.00 and due to minor adjustments in the project scope, the total project costs were reduced to \$827,580.00 for a decrease of just under one percent. The associated project costs for engineering support were less than three and one-half percent, which was well below what is typically estimated. Initially it was estimated that the project would require up to \$970,000 for the base bid including a ten percent contingency for change orders and fifteen percent for construction engineering. With the base bid, change orders and staff costs, the total project amount is \$856,329 for a savings of more than \$113,671 overall. On December 9, 2015, the project was deemed complete.

Councilmember Garnier asked what those savings could be utilized for.

Mr. Newton responded that the Water Capital Improvement fund is a restricted fund to be used for water system infrastructure improvements.

Motion by Councilmember De Boer, second by Councilmember Garnier, to authorize the Public Works Director to execute the Notice of Completion; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

**13**     **CITY ADMINISTRATOR'S REPORTS:**

**13A**     **Youth Services Officer Report** Chief Downing explained that he wanted to provide an update regarding a new program that has been started up in Lassen County. Over one year ago, the funding for the Lassen County Narcotics Task Force disappeared, as the grant objectives and priorities for the State shifted from a focus on intervention to prevention. A team was formed called the Lassen County Prevention and Education program, the grant was applied for, and successful funding allowed the City to create a part time Youth Services Officer position. The team has been working for over a year now, and he invited Victoria Estrada, Youth Services Officer, to present a report regarding the success of the program to date.

Ms. Estrada thanked the City Council for their support of the program, distributed pamphlets and described the focus of the program which is to provide life skill training, which evidence has shown that as a whole, youth just do not receive. The life skill training includes a focus on self-image, which they really

struggle with such as their ability to identify their own strengths and weaknesses. They work on self-improvements and substance abuse which is limited to alcohol, tobacco and marijuana. The program is community based, and includes a partnership with school administration, Behavioral Health, Lassen Family Services and the Sheriff's Department. The program is geared towards middle school age children and it is the goal to be in every junior high in the County within three years. The school administration and staff have all welcomed the program, and they are able to fit it into the P.E. or Health class so it does not take time away from the educational side of the curriculum. So far, the statistics for improvement based upon a pre-test and post-test have shown an 18 percent overall knowledge increase, with the target increase of between ten and fifteen percent. Ms. Estrada shared anecdotal information regarding some of the program's success stories, and they are seeing that the children share the information they learn at home with their families.

Ms. Estrada explained some of the services provided to high-school aged students, including a more intensive diversion program that is available for first time offenders or at-risk youth. It includes a life skills component and it is a five week program that is an opportunity for the students to complete and achieve a clean record. They are encouraged to join the VIP or Violence Intervention and Prevention club, and they are also seeing positive results with that effort.

Councilmember Garnier asked how frequently the classes are held, and how many children are in each class.

Ms. Estrada responded that they send out two teams to work with students, and try to have no more than 30 students per class. They are also training staff in order to expand the number of students who are able to participate in the training. Currently, they are at Diamond View two days per week and will be providing training to 165 students, and in Johnstonville one afternoon per week. The Diversion classes are more intensive, and they aim for no more than 13 students per session. At the conclusion of the five-week session, they take one week off to review progress, discuss results and identify areas of improvement, and then start back in again with another session.

Ms. Estrada explained the referral system that allows for students to complete the diversion program. Since completion of the program does affect any offenses that might be on the child's record, any participation that is parent recommended must be voluntary on the part of the student.

Mayor Wilson thanked Ms. Estrada for the presentation, adding that she has great energy and is a good spokesperson for the program.

Chief Downing stated that he is very proud of the work accomplished by Ms. Estrada. She came into what was a new program with a somewhat cloudy vision, and together with the Sheriff's office, they have hit the ground running and accomplished a tremendous amount of work in the first six months of the program. From the law enforcement perspective, it is important to enter into children's lives at the time prior to them getting into trouble or committing crimes, and provide the life skills training that are not always being taught in the home.

**14      COUNCIL ITEMS:**

**14A      AB1234 travel reports:**

Councilmember Garnier commented that the City Council had discussed the development of a commercial operator rate at the airport for smaller businesses, and wanted to know where staff was in the process.

Mr. Hancock stated that staff is continuing to work on it with the FAA and will be bringing the item for Council consideration as soon as the proposed rate structure is complete.

**15     ADJOURNMENT:**

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

Meeting adjourned at 7:56 p.m.

Respectfully submitted by

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Brian R. Wilson, Mayor

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Gwenna MacDonald, City Clerk

*Approved on February 17, 2016*