

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

**Regular Meeting Minutes
March 16, 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, Nicholas McBride, Rod E. De Boer, Lino P. Callegari and Brian R. Wilson.

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

1 APPROVAL OF AGENDA:

Mr. Hancock reported that a revised agenda had been distributed to include an additional item of business under closed session.

Motion by Councilmember Garnier, second by Councilmember Callegari, to approve the revised agenda as submitted; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari 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. All Employees
 - 2. Agency Negotiator: Jared G. Hancock
Bargaining Unit: Fire Fighters

Closed Session recessed at 6:59 p.m.

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

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; Matt Wood, Police Lieutenant; James Moore, Fire Chief; Dan Newton, Public Works Director; Deborah Savage, Finance Manager and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that prior to Closed Session, the City Council approved the revised agenda as submitted. During Closed Session, the City Council gave direction to staff and took action on one item, unanimously voting to enter into a side agreement with the Fire Fighters to provide for shift coverage.

Dan Newton provided the Thought of the Day

Mayor Wilson read a proclamation to declare the month of April as Autism Awareness month.

CA Society of Municipal Finance Officers CAFR Award Mr. Hancock explained that the City has received an award from the California Society of Municipal Finance Officers for outstanding financial

reporting for the 2014/2015 Comprehensive Annual Financial Report. He recognized the accomplishments of the Finance Division, stating that the receipt of the award for the 11th year in a row is a sign of the professional and dedicated staff working together with other City divisions to manage the City's finances. He turned the floor over to Ms. Savage who introduced the employees of the Finance Division. She thanked them for their hard work and dedication to excellence.

5 BUSINESS FROM THE FLOOR:

Brian Rowe spoke on behalf of the Susanville Peace Officers Association regarding the status of bargaining, making the announcement to those present that in spite of everything that is going on, everyone in the Department is committed to doing their jobs and protecting the City as best as they can. He informed the Council that a mediation meeting was scheduled for the following Thursday on March 24, 2016, and asked if the Councilmembers were going to be involved in that process. He stated that SPOA would like the Council to be involved in order to eliminate any potential for communication problems and he believed that speaking on an individual basis would help make the process smoother.

The Mayor thanked him for his comments.

Chris Cole asked if the City Council had any contingency plans for coverage of the Police Department such as utilizing the services of the Sheriff's Department in the event the City loses officers. He asked Mr. Hancock if he had engaged in any conversations with the County regarding the merger of the Sheriff's Department and the Police Department.

Mr. Hancock responded that the questions Mr. Cole asked had been addressed at prior meetings, and that the rumors and speculation that the Department is short staffed, or that the City Council was planning to lay off officers or downsize the Department were untrue. The police department is fully staffed, and that the City was no looking at contracting out the department.

Mr. Cole stated that he stood by his sources and asked Mr. Hancock if he had engaged in any conversation with any County official regarding the merger of the Sheriff's Department with the Susanville Police Department.

Mr. Hancock responded that the City has not considered downsizing the police department or discussed laying off officers at any time.

Mayor Wilson advised Mr. Cole that speakers during the public comment period are addressing their comments to the City Council, and that it was inappropriate to utilize the public comment period to interview staff and that he would not be allowed to continue doing so.

David Brazil spoke regarding the Woodstock Diversion Ditch, and complained of the pollution and garbage that is constantly building up. He asked if there was any grant money available or a way to keep rubbish and trash out of the ditch.

Mr. Hancock stated that it is a jurisdictional issue, with the State overseeing the irrigation ditch, with the water users and Honey Lake Valley RCD having responsibility to maintain the ditch. While the City does not have jurisdiction, he would be able to put Mr. Brazil in touch with the people who do.

Mayor Wilson asked if the City could jump in and assist with abatement issues.

Mr. Brazil asked what is done prior to developments to make sure the impacts on irrigation are not impacting farmers.

Mr. Hancock explained that with new development, a number of things are looked at including runoff requirements. Occasionally developers are required to put in sand traps and filtration systems to capture run off, and to have the improvements and equipment installed during the development.

Mr. Brazil asked if there are requirements to service the drains and traps every year.

Mr. Hancock responded that they have different serving requirement but that the City did not currently monitor servicing.

Mr. Brazil stated that the worst areas are near the High Country Inn parking lot and the AAA parking lot.

Mayor Wilson directed Mr. Hancock and Mr. Newton to follow up with Mr. Brazil and attempt to address his concerns.

Stephanie Wolf commented regarding the Honey Lake Valley Recreation Authority, stating that the pool project plan had not been updated since July 2014, and there had been only one meeting held in 2016.

Mr. Hancock advised Ms. Wolf to contact the HLVRA directly, as the City Council could not address her concerns.

Ms. Wolf asked about false reports that were alluded to regarding the recent announcement of the City's Police Chief leave of absence.

Mr. Hancock responded that there were recent reports on social media that were incorrect, and they have been corrected.

Chris Cole asked what the false reports were, and what social media sites were involved, adding that he knew Mr. Hancock was referring to his radio story.

Mr. Hancock responded that it was not in reference to his story, that there were incorrect headlines.

Mayor Wilson clarified that the SusanvilleStuff website had indicated that the Police Chief had quit, and that was an incorrect statement.

Mr. Cole responded that Mr. Hancock had called the Sierra Radio Network requesting a transcript of the news story that he broadcast two days prior, and he felt threatened by the insinuation that his information was somehow inaccurate and accused Mr. Hancock of trying to create a problem for him with his employer.

Mr. Hancock responded that based upon the radio broadcast made on Monday, he received several calls from different people who were very concerned by what they had heard on the radio, and it was believed that perhaps information had been inappropriately shared. Mr. Hancock explained that since he had not heard the broadcast himself, and because it is his job to follow up on these matters, he called the radio station and requested a transcript of the broadcast so he could investigate the situation based on

accurate information, and inform the City Council of what had been reported. He advised that partial information and innuendo could be misleading to the public when dealing with sensitive topics.

- 6** **CONSENT CALENDAR:** Mayor Wilson reviewed the items on the Consent Calendar:
- A Receive and file minutes from City Council's February 17, 2016 meeting
 - B Approve vendor warrants numbered 96573 through 96662 for a total of \$357,401.47 including \$100,187.64 in payroll warrants
 - C Receive and file monthly Finance Reports: February 2016

Motion by Councilmember McBride, second by Councilmember De Boer, 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:** None.
Commission/Committee Reports:

- 9** **NEW BUSINESS:**

9A **Consider Resolution No. 16-5266 authorizing application for grant funding for the preparation of a Hazardous Mitigation Plan** Mr. Sanders reported that the Lassen County Multi-jurisdictional Hazard Mitigation Plan is a multi-agency plan between the City, Lassen County and the Susanville Indian Rancheria, and is required by FEMA for eligibility for certain disaster assistance and mitigation funding. The current plan was approved in 2011, and it identifies potential natural and man-made hazards or disasters which may occur within each jurisdiction. It also assesses the probability and frequency of each hazard as well as the potential effects and the required emergency response. The mitigations in the document are measures that should be pursued to reduce the effects of disaster impacts to the community.

The preparation of the Plan must meet a very specific FEMA process and contain certain information and sections. After approval the Plan has a 5-year lifespan at which time it is required to be updated. The update process essentially follows the same FEMA processes as was required for the original plan. For preparation of the original plan the City, County and Rancheria retained the services of Risk Management Professional Inc. to prepare the document and guide the process. Funding was available from FEMA through the California Department of Emergency Services which required a 25% local match. The local match was evenly split between the three jurisdictions. The same grant funding is now available to prepare an updated document and the City submitted a Notice of Intent (NOI) to request grant funding on March 4, 2016. The NOI submittal was for a \$128,000 grant which includes \$28,000 as the local match. The local match will be split between the three jurisdictions for \$9,333 from each agency. For the City and County the match amount may be achieved by in-kind services or work on the project. Mr. Sanders added that the City would be responsible for grant administration, with the Fire Chief designated as the primary grant administrator and the Project Manager and himself acting as support staff.

There were no questions or comments.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 16-5266; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9B Consider Resolution No. 16-5269 approving contract with R.E.Y. Engineers, Inc. to prepare the Project Approval and Environmental Document (PA&ED) for the Susanville Gateway Project

Mr. Hancock reported that the Southeast Gateway Project was identified a few years ago as the area between McDonald's and Jack-in-the-Box, and it is a unique area as it is located along a the State highway. It is the first impression that visitors experience when they enter Susanville from the east, and is important for a number of reasons. The Project was identified to address a number of issues including drainage, curb, gutter, sidewalk, pedestrian crossing and the aging of the City monument sign located across the intersection from Jack-in-the-Box. It is a fairly wide right-of-way that is over run with a lot of weeds, and it is in need of ADA compliant ramps, intersection lighting and pedestrian safety improvements. The project would be funded primarily through the State Transportation Improvement Program, and the funding process can take a few years, and the next step is the approval by CalTrans of the Project Approval and Environmental Document (PA&ED). This includes performing appropriate technical studies, preliminary engineering alternatives analysis, and completion of environmental compliance documents. Once the PA&ED is accepted, the City can move on to the design phase of Plans, Specifications and Estimate (PS&E) to be completed in the next year. Construction funding is anticipated to be programmed for the project within the STIP once design studies have been finalized. The final Project is anticipated to provide new pedestrian pathways to connect existing commercial areas. The addition of pedestrian safety rail on an existing bridge, lighting enhancements, and landscaping design are also anticipated to improve safety, pedestrian use, and aesthetics for this area of the City. Finally, the Project will include shoulder widening of State Route 36 and enhancement of the existing chain-up area.

On January 19, 2016, staff released a Request for Proposals for PA&ED services and six proposals were received. The California Department of Transportation Local Assistance Procedures, Chapter 10, consultant selection, were followed to prepare the RFP and the proposals were evaluated by the review committee using the criteria and scoring outlined in the RFP. REY Engineers, Inc. was determined to be the most responsive firm that is capable of completing all work on time and within their contract cost of \$128,865.

David Brazil clarified that this is the project discussion that was being referred to when he spoke at the beginning of the meeting.

Mr. Hancock responded that if approved, REY Engineers, Inc. would be working on developing the design of the project, creating alternatives, and preparing options for final consideration.

Mr. Brazil asked if everyone could work together to address his concerns regarding the irrigation ditch.

Mr. Hancock answered that the Southeast Gateway Project was envisioned to improve connectivity and improve access for pedestrians who were walking through dirt, or if in a wheelchair, were completely unable to access the shopping centers at the east end of town. The waterway requirements are addressed by Caltrans, and the project being discussed is restricted to the right of way and does not extend into the irrigation corridor.

Mr. Brazil requested that an 8 or 10 foot fence be installed to prevent people from throwing things in the irrigation ditch.

Councilmember De Boer asked if the bridge between the Sierra Shopping Center and the Walmart parking lot will be moved, and asked whose bridge it is.

Mr. Hancock responded that the bridge belongs to the City.

Councilmember Callegari stated that it should be addressed in the project.

Mr. Hancock responded that there is limited area to accommodate sidewalks across and the bridge, without widening, involves a project cost that would be well beyond the scope of the type of project that has been discussed. It would involve installing pillars and fencing and dealing with issues and challenges that would make the project cost prohibitive.

Mr. Brazil urged the City Council to consider what was the right way to complete the project, and not ignore the problems as had been done when Walmart went in.

Mr. Hancock stated that the City is dealing with challenges related to a State Highway and Caltrans is the one who makes the decisions regarding accessibility and right of way improvements. The reality is that all of the improvements cannot be accomplished at one time, so the City has to look at the needs of the community and make the improvements that bring the most benefit.

Mr. Brazil stated that the project should just be scrapped, and keep pedestrians off the road.

Mr. Hancock answered that there are people who probably agree with Mr. Brazil's opinion, however there are others who want to see improvements that would provide safe accessibility for pedestrians to the east end of town, and who want to make improvements to the east entrance of town. The problems cannot all be fixed at once, and giving up is not an option. It is a matter of education and cooperation to improve the level of pride that people have in their community.

Mr. Brazil pointed out that irrigation areas in Carson City are all concrete ditches and cyclone fencing to protect the waterway, that it was done right the first time, and it is too bad that the installation of those shopping centers were not put in with the same protections for the farmers who are utilizing the water for irrigation. He asked if the ditch could be enclosed.

Councilmember De Boer asked if the pedestrian bridge could be removed altogether.

There was a lengthy discussion regarding widening the roadway, moving the bridge and project funding. Mr. Hancock clarified that this is the point in the project where design is discussed, and that at this point, there was no way to tell when funding to begin the project would even be available.

Mayor Wilson stated that regardless of what design or proposal is developed, Caltrans will agree or not, as it is a State highway, it is their decision to make.

Councilmember Garnier clarified that the design itself is not being approved by this item, it is just an approval to procure the services of a consultant to develop the design.

Mr. Hancock indicated that he would work with Mr. Brazil to see what could be done to address his concerns as part of the project.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 16-5269; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9C Consider Resolution No. 16-5270 authorizing Mayor to execute agreement with the Lassen Union High School District for use of Diamond Mountain Golf Course Mr. Hancock reported that the City has traditionally allowed the Lassen Union High School District to use the Diamond Mountain Golf Course and both parties desired to formalize the agreement. In exchange for cost-free use of the Course for scheduled practice and matches, the District will organize and provide labor for projects and improvements at the Course facilities and grounds. He clarified that students playing on their own time would still be expected to pay to use the Course. It is intended that approving the agreement will foster an improved relationship between the City and the School District regarding the use of the Golf Course.

Councilmember De Boer asked would oversee to ensure the agreement terms are abided by.

Mr. Hancock responded that the day to day use of the Golf Course by the school would be overseen by the Golf Course Manager, and the contracted projects would be overseen by himself and the Parks and Facilities Maintenance Superintendent.

There were no further questions.

Motion by Councilmember Callegari, second by Mayor pro tem McBride, to approve Resolution No. 16-5270; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9D Consider Resolution No. 16-5271 authorizing Agreement for Administrative Staff Services for the Honey Lake Valley Recreation Authority Mr. Hancock explained that the agreement to provide Administrative Services to the Honey Lake Valley Recreation Authority was approved by the HLVRA at their February 2, 2016 meeting. The agreement, identifies responsibilities and compensation rates, and would continue until terminated by either party.

Ruth Dike, Sierra Radio Network, asked if the expense was included in the budget.

Mayor Wilson answered that the City receives payment from the Honey Lake Valley Recreation Authority for the staff services.

Mr. Hancock responded that the positions are budgeted for, and while the City is reimbursed for those costs, it does not rely on that revenue to fund the positions.

Motion by Councilmember Garnier, second by Mayor pro tem McBride, to approve Resolution No. 16-5271; 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 Resolution No. 16-5267 authorizing execution of contract with Dig It, Construction for completion of Project No. 15-03, 2015 STIP Pavement Project 'SC' Mr. Newton reported that this item is a follow up to action taken by the City Council on February 17, 2016 which awarded the STIP Pavement SC Project to Dig-It Construction, Inc. Upon notification of the award, Dig-It obtained the required bonds and insurance to execute the project agreement, and City Council approval is required to approve the agreement. The project is funded entirely through the STIP program, with the

allotment set at \$963,000. The total project cost to be contracted is less than \$763,419, including construction engineering and project contingency, so it is anticipated that additional streets will be added to the project for completions. A pre-construction meeting is tentatively scheduled for March 21, 2016 and the contract has allotted for 60 working days, so construction should conclude in June 2016, weather permitting.

Mayor Wilson commended staff for designing the project in such a way to be able to add additional streets to the project list for completion.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Resolution No. 16-6267; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

12B Consider Resolution No. 16-5268 authorizing execution of contract with Dig It, Construction for completion of Project No. 15-04, 2015 STIP Pavement Project 'SC-1' Mr. Newton explained that this item was similar, and that on February 17, 2016, the City Council approve a resolution awarding STIP Project SC-1 to Dig-It Construction, Inc., and that Dig It has obtained the required bonds and insurance required to execute the project agreement. The project, which is entirely STIP funded, is set at \$866,000 with the total project cost to be contracted at \$664,371. Mr. Newton added that there is flexibility to add additional streets to this project if funding allows.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Resolution No. 16-5268; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

12C Consider 2016 Community Development Block Grant (CDBG) Program Application Mr. Hancock explained that the City is on track to be eligible for submitting an application for the 2016 funding cycle through the Department of Housing and Community Development. The State has delayed the announcement of this year's Notice of Funding Ability, and it is anticipated that it will be released at the end of March, with an application deadline of July for non-entitlement jurisdictions. The City is able to meet the required application thresholds which include a certified Housing Element, and the Single Audit which has been completed. It is expected that approximately \$27 million in funds will be available.

The City procured the services of Adams Ashby Group to assist in the development of an application in order to be as competitive as possible, and he introduced Lori Adams to present additional information.

Ms. Adams explained that she was excited to assist in bringing funding to the community. She explained that she had assisted in the public hearing process wherein a discussion was conducted regarding projects and eligibility. The City faces a challenge with the low to moderate income requirements, adding that the overall ratio of moderate income residents, which is required to be less than 80 percent of area median income, is a key requirement of the program. The focus is therefore on areas in the community with a higher threshold of low to moderate income residents or focus on programs that are geared towards a one hundred percent low mod benefit.

The State also requires that grantees must expend at least fifty percent of previously awarded funding and it has resulted in fewer applicants being eligible to apply for funding than in previous years. At a recent Advisory Committee meeting, it was announced that approximately fifty applicants were not eligible which increases the likelihood that each application submitted will be funded. The State also requires that one hundred percent of the jurisdiction's program income is expended prior to expending grant funding.

This is easily accomplished by committing all of the on-hand program income to a project in the application. Ms. Adams noted that in 2015, every application that was received was funded.

At 8:17 p.m. the Mayor called for a five minute recess to provide attachments for Ms. Adams' power point presentation.

At 8:23 p.m. the City Council reconvened and resumed consideration of Item 12C.

Ms. Adams reviewed the Funding Limits and Eligible Activities Chart, noting the activity maximums listed for the Enterprise Funds, Housing, Public Improvements, Public Facilities, Public Services and Planning Activities. The application maximum is \$2,000,000, and the process provides the flexibility to prepare an application of a variety of components that meet the community's needs.

Ms. Adams reviewed the projects and programs that were considered based upon community need, input from the public hearing, and discussed the challenges associated with each. These projects included a business assistance program to include a partnership with Lassen Alliance Workforce Development to provide training for a start-up business, or to provide loans for the establishment of small businesses. Under the housing activity, the City could allocate funds to a housing rehabilitation/weatherization program for homeowners, or apply for additional funding for the homebuyer assistance program. A strong contender for the application that would be very competitive would be a water main line replacement in the Riverside area which has been identified as 75 percent target income group residents. This could also include the installation of curb, gutter and sidewalk in the area once a survey was conducted. Eligible Public Facilities projects include a rehabilitation of the Senior Center, which would require a user income survey, a Riverside Trail project or rehabilitation of the Riverside Park.

Ms. Adams described the public services programs, which could include funding to hire a code enforcement officer to focus on the Riverside area, or provide recreation scholarships for low-income residents to use for participation in programs or camps that might otherwise be out of reach for their family. Planning and Technical Assistance grants can be utilized for ADA studies to identify areas in need of the installation of curb, gutter and sidewalk or environmental/cultural studies.

Ms. Adams explained that it was preferable to choose larger projects that are ready to go, as the expenditure of funds is based upon a strict timeline. Many jurisdictions are ineligible to apply for funding due to having too much on hand. While projects like the senior center would be very beneficial, it is time consuming to have the project ready to go in order to demonstrate that the City can operate a successful grant program. She discussed the process of application release and submittal, funding notification and meeting special conditions, and that it would be approximately October before the allocation of funding would be released. It would be necessary to spend down the existing Program Income prior to that date in order to be ready to expend funds for whatever projects or activities that Council chooses. She added that with an application deadline of approximately 70 days, many of the projects and programs considered would be difficult to put together and in order to set the City up for success, it was her recommendation to prioritize a water main installation project, funding for improvements to the Riverside Park and Trail, or a combination housing rehabilitation and homebuyer program. Ms. Adams requested comments or questions from the City Council.

Mayor Wilson asked if the County's Business Assistance program was eligible to make loans to City businesses.

Mr. Hancock discussed the County's business assistance program, could loan to City businesses but he did not believe any had received funding.

Ms. Adams responded that the Business Assistance and Lending program would be very time consuming to set up due to the involvement of working with other agencies. It would be difficult to set the City up for success in operating the program and it was her recommendation to consider that activity for a future funding cycle.

Mayor Wilson asked what the expected success of a Code Enforcement officer program would be.

Mr. Hancock responded that it could work, however it would involve a significant amount of public outreach so that residents would see it as a positive to help clean up and improve their neighborhood, and increase property values, otherwise it would be received negatively. At the workshop, they also discussed possible funding to support neighborhood watch programs to include improved street lighting. As the City moves forward through the process of developing an active CDBG program, it is important to remember to not get too locked into specific boundaries for projects since it is based upon the different Census Tracts within the City. As the City is able to conduct income surveys it will provide an opportunity to create new benefit areas, shift priorities and do more focused surveys to identify areas with critical needs.

The Council discussed the expenditure process and timeline. Mayor Wilson asked why the project related to the Senior Center had not been recommended. Ms. Adams responded that it would require an income survey to be conducted for all users of the facility. The process to put together an application for that project or activity would be significant. Mayor Wilson responded that the issue of improvements for Riverside Park had never been discussed. Mr. Hancock responded that it is not a case of the park improvements being more important than assistance to the seniors, it was a matter of the park's location in a high-TIG concentrated neighborhood, and it is much more likely that the application will be funded and that the improvements would be completed within the required timeline for the City to maintain eligibility to apply for future funding in the upcoming cycles.

Ms. Adams explained issues related to improvements to the senior center, including a five year use limitation and while it would be a worthy project, it was not seen to be the most competitive for funding for the upcoming application.

The Council discussed the Riverside Trail improvement project, and issues related to the trail's location as just outside the City limits in the County.

Mayor pro tem McBride stated that the Riverside Trail project is a bigger project for the County, and the condition of the City's water main is something that the City will be dealing with for years to come. He stated that the other suggestions are good ones, but water main replacement is an issue of health and safety and that would be his top priority.

Councilmember Callegari asked what would be involved in the water main replacement.

Mr. Hancock stated that the Public Works Department maintains an active project list, including the location of all of the water mains and problem areas that typically have a higher number of leaks, and if funded, the project would be relying heavily on that information in order to identify a specific section of the water main. While the Riverside Park improvement was not typically included in discussions of this

type, improvements would be fairly simple to accomplish and represented an immediate project that would be a benefit to those in the identified neighborhood.

It was the consensus of the City Council to allocate \$1.5 million towards water main replacement, \$450,000 to Riverside Park improvements, and the balance, (\$250,000) to the First Time Homebuyers and Owner-Occupied Housing Rehabilitation Program activity.

Motion by Mayor pro tem McBride, second by Councilmember De Boer, to prioritize the project application for CDBG funding as discussed; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

13 CITY ADMINISTRATOR'S REPORTS:

13A Golf Course Update Mr. Hancock reported that preparations are underway at the Diamond Mountain Golf Course for the upcoming 2016 golf season. Projects have been identified and many will be completed prior to opening day, which has been tentatively scheduled for March 26, 2016. The reservoir by the new clubhouse is filling up and he is working to address the reservoir to avoid damage to the Course and the federal inmate crews are working on a few projects that have been pushed out due to weather. As of March 11, 2016, \$2,622 had been collected for winter play and to date the City had sold 29 annual memberships. He reviewed the 2016 Fee Schedule, and requested comments from the City Council regarding the proposed charges.

Mayor pro tem McBride suggested adding a price bracket for casual play on the driving range for people who occasionally wanted to hit a bucket of balls.

It was the consensus of the City Council to remove the \$50 unlimited monthly driving range fee and replace with a bulk purchase punch card.

Mr. Hancock discussed the advantages of utilizing the State work crews versus the Federal inmates, who require transportation and additional supervision.

Councilmember Garnier asked if the projects included cleaning up the debris from trees that had fallen during some of the winter storms.

There was a discussion regarding options for disposing of the trees that had been cut and stacked. The Council discussed donating it to an organization such as the Explorers who could sell it as firewood to raise money for their organization.

Mayor Wilson asked for an update regarding the status of the restaurant.

Mr. Hancock responded that an RFP to operate the restaurant and bar would be circulated. The transfer of the liquor license from the Department of Alcohol and Beverage control can take approximately 60 days and the cost for transfer is \$1,200.

Mayor Wilson asked for a status regarding the rehabilitation of the damaged greens.

Mr. Hancock stated that staff had met with a greens expert and work has already begun, with the work to be conducted internally.

Mayor Wilson asked if the trail maintenance would be completed by the work crews, as it was a larger project.

Mr. Hancock discussed the improvements needed for the damaged trails, and options for products to be used, as well as the option to expand the trail system.

Councilmember Garnier stated that it was very important to have a restaurant and bar at the golf course.

It was the consensus of the Council that the restaurant and bar operation were important to the Golf Course.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Councilmember Callegari wished to follow up on a request to rename the Junior Fishing Derby in honor of former Councilmember Douglas Sayers. He requested that staff draft a letter to rename the event.

Mayor pro tem McBride stated that since SPOA had invited City Councilmembers to participate in mediation if it would have to be agendized as a closed session meeting.

Mr. Hancock responded that due to the legal ramifications of mediation it would be necessary for the Council to discuss the issue in closed session prior to participation by the Councilmembers in any mediation process. He clarified that the meeting was scheduled to be held on March 24th.

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 10:01 p.m.

Respectfully submitted by

Brian R. Wilson

Gwenna MacDonald, City Clerk

Approved on April 20, 2016