

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

Regular Meeting Minutes

May 4, 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 and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Mr. Hancock noted that the attachment for Item 9B, approving and authorizing Mayor to execute the MOU with the Susanville Peace Officers Association Bargaining Unit, had been amended to reflect that the effective date for the implementation of Step H on the salary matrix should be July 9, 2016.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve the 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. Employee Status Report
 - 2. Agency Negotiator: Jared G. Hancock
Bargaining Unit: SPOA
 - 3. Agency Negotiator: Jared G. Hancock
Bargaining Unit: Administrative
- B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code 54956.8:
 - 1. Property: APN: 101-270-10
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville/Lassen Community College
Under negotiation: Price/Conditions/Terms
 - 2. Property: Diamond Mountain Golf Course
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville: Unknown
Under negotiations: Price/Conditions/Terms of Lease

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; Jim Uptegrove, Interim Police Chief; 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 agenda with an amended attachment for Item 9B, and noted that copies were also made available to the public. During Closed Session, the City Council gave direction but there was no reportable action.

Councilmember Garnier provided the Thought of the Day.

Mayor Wilson presented Lassen Solid Waste with a certificate of appreciation on behalf of the City Council for their contributions for the Susan River Clean-up day that had taken place on Friday, April 22nd in preparation for the Annual Junior Fishing Derby.

Mr. Hancock stated that the event was a huge success and he appreciated the participation of the community groups, including Crossroads Ministries who had over 12 people volunteering their time to clean up the stretch of river from behind McDonald's to the Riverside Drive Bridge. Over three tons of material was removed from abandoned homeless camps. Solid Waste provided materials to collect the material as well as coupons for free disposal. He thanked Administrative Staff Assistant Ruth Ellis and four prison inmates and city staff.

Mayor Wilson read a poem written in recognition of the Junior Fishing Derby by Lassen County Poet Laureate Violet Stout.

5 BUSINESS FROM THE FLOOR:

Frank Hall, a representative of the No on Measure G Committee stated that the group was present to discuss issues related to the State of Jefferson. He suggested that the floor be turned over to Cindy Ellsmore who was prepared to give a power point presentation explaining the issues.

Mayor Wilson suggested moving on with consideration of regular business until the computer and projector was ready for the group to give their presentation.

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

- A Receive and file minutes from City Council's April 6, 2016 meeting
- B Approve vendor warrants numbered 96952 through 97071 for a total of \$464,544.41 including \$110,162.89 in payroll warrants

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

7 PUBLIC HEARINGS:

7A Consider approval of Resolution No. 16-5281 establishing and adopting Schedule of Fees for Services and rescinding Resolution No. 15-5153 Ms. Savage reported that the City charges fees for a wide range of services that are provided to the public and the amount of the fee may not exceed the cost for providing the services. The fees are reviewed on an annual basis to determine what costs are being recovered, and to make adjustments as needed. The fee schedule for fiscal year 2016-2017 is proposed with an increase based on time and materials for services related to the Police Department,

including producing police reports, VIN verifications, citation sign offs, police service and DUI recovery fees, daily alcohol sales applications, and amplified music permits.

Interim Chief Uptegrove added that the fee schedule for the police department had not been updated in quite some time, and it was necessary to make a few fee increases to the services mentioned by Ms. Savage.

There were no questions or comments from the Council or members of the public.

Motion by Councilmember De Boer, second by Mayor pro tem McBride, to approve Resolution No. 16-5281; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

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

Commission/Committee Reports:

9 **NEW BUSINESS:**

9A **Consider approval of Resolution No. 16-5286 authorizing the closure of North Street from Weatherlow to Grand on Friday, May 13, 2016 and approving fee waiver for use of Community Center and Memorial Park for 3rd Grade Lassen County History Day** Mr. Newton reported that the 3rd Grade Lassen County History Day is an annual event sponsored by the Lassen County Office of Education, and this year it is scheduled for Friday, May 13th. Approximately 300 students participate, and they are guided around historic buildings, murals and sites in the uptown area and participate in hands-on pioneering activities at Memorial Park. In order to provide for the safety of the children and volunteers, it has been requested that the City close North Street between Grand and Weatherlow to general vehicle traffic. In addition to improving safety for the participants it provides an area for dropping off and picking up students. In addition, the Lassen County Office of Education has requested the City waive fees for use of the Community Center and Memorial Park, for a total fee waiver of \$268.

There were no questions or comments.

Motion by Councilmember De Boer, second by Councilmember Garnier to approve Resolution No. 16-5286; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9B **Consider approval of Resolution No. 16-5288 approving and authorizing Mayor to execute MOU with the SPOA Bargaining Unit** Mr. Hancock explained that an agreement has been reached with the Susanville Peace Officers Association bargaining unit for the period of July 1, 2015 through June 30, 2017. The changes from the existing agreement include an increase to educational and training incentives which were previously limited to five percent and are now increased to a maximum of ten percent. Holders of Bachelor's Degrees are not eligible for Associate Degree incentive and Advanced POST certified individuals are not eligible for Intermediate POST incentives and no incentive is given for multiple degrees. There will also be an addition of Step H in the salary matrix, with Step "G" and "H" being the longevity steps for long term officers.

There were no questions or comments.

Motion by Councilmember Garnier, second by Councilmember De Boer to approve Resolution No. 16-5288; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9C Consider approval of request for street closure of Pancera Plaza for Summer Farmer's Market in Historic Uptown Susanville

Mr. Hancock explained that the City was notified that the Lassen Land and Trails Trust and HUSA had been working together and have requested that the location of the Farmer's Market which is held at the Railroad Depot through the summer months, be moved to Pancera Plaza. This would provide more visibility and opportunity for those driving through the community to stop and participate in the market. They are requesting closure of Pancera Plaza 12 hours prior to the event each week, or approximately 6:00 p.m. on Friday to 1:00 p.m. on Saturday for the months of June, July, August and September. The City will provide construction barriers, and HUSA will be responsible for signage, placement and removal. In addition, Lassen Land and Trails Trust will be providing event layout information, parking requirements and emergency contact information during the event. He invited David Teeter, HUSA President, to speak.

David Teeter expressed his appreciation to the Lassen Land and Trails Trust who have been very helpful and generous in working with HUSA to move the Farmers Market to the uptown location at Pancera Plaza. He stated that it is a great event and hopes to be able to tie it in with other events and increase foot traffic to the historic uptown. He introduced Laura Medvin, Farmer's Market Manager from Lassen Land and Trails Trust, and invited the City Council to ask any questions they may have about the event.

Laura Medvin Lassen Land and Trails Trust, thanked the City Council for their support and assistance in organizing the weekly market at the new location. She offered to answer any questions that the City Council may have.

Councilmember Garnier stated she was very excited, and thinks it is a great opportunity and an excellent event to have at that location. She asked if the alley would be left open to allow for emergency vehicle access.

Ms. Medvin responded that it will be left unblocked and vendors would not be allowed to set up a booth at the alley's entrance.

Councilmember De Boer asked if there would be signage for people traveling east on Highway 36 so they could stop and participate or at least slow down and be aware of the increased traffic and pedestrians in the uptown.

Ms. Medvin answered that they would be putting up adequate signage for travelers coming through the uptown from both directions.

Motion by Councilmember Garnier, second by Councilmember Callegari, to authorize street closure for Pancera Plaza for the Lassen Land and Trails Trust Summer Farmer's Market on the dates requested; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Mayor Wilson announced that the presentation for Keep it California would be considered as the next item of business.

Keep It California

Cindy Ellsmore explained that her group had been formed in April 2015 in order to advocate for improved representation of rural California issues and to oppose breaking away from the State of California. She reviewed issues relevant to the creation of a new state and the impacts on families, the economy and taxes. She stated that the total State Income Tax collected from Lassen County in 2013 was

\$14 million, and using a viability model, it is estimated that funding a new state would require approximately \$41 million for all of the services that are currently provided through the State. This represents an increase per tax payer of almost three hundred percent. With the addition of sales and fuel taxes, Lassen County contributes a total of \$22,500,000 in local taxes paid, and receives \$90,316,000 in State support and funding to K-12 schools and the college. This represents a deficit of \$67,816,000 in funding that would somehow have to be made up from the residents. In addition, as a newly formed State with unstable revenue and no credit rating any bond funding would be rated as junk bonds.

Ms. Ellsmore discussed the impact on current CalPERS members and the potential for an exodus of experienced employees and teachers from the area in order to retain their retirement benefits. Those are the people whose assistance would be needed for the creation of a new state. She added that everyone can agree that the challenges facing the northern part of the State are significant, and include a high poverty level, deteriorating infrastructure, and few institutions of higher learning. However, separating from California is not the solution. She urged those present to vote no on Measure G, and oppose the State of Jefferson movement.

Mayor Wilson thanked Ms. Ellsmore for her presentation.

9D Consider approval of Resolution No. 16-5289 authorizing application for grant funding through the Active Transportation Program Mr. Hancock reported that the Active Transportation Program is a state wide grant program that provides funding to increase and encourage residents to walk and bicycle as forms of transportation. The City is currently putting together an application for 2016 funding to create a walking and bicycle path along Riverside Drive adjacent to the Sierra Pacific Industries mill site. Lassen Land and Trails Trust has requested that the City include a small section of their proposed trail in the City application. The area east of the Railroad Depot is a 7 acre parcel that is part of the old railroad cut, and the proposal would include rehabilitation of the banks, installation of fencing to convert area to non-motorized recreational use, and construction of a 12 foot wide gravel path, gutters, signage, bicycle racks and a new outdoor kiosk.

City staff reviewed the request from Lassen Land and Trails Trust, and it was determined that based upon the notoriety of the Bizz Johnson Trail, the addition of the project connecting the Riverside Trail with the Bizz Johnson Trail would improve the application and increase the likelihood of funding of what is a very competitive grant. The approach also supports the City's commitment to increasing connectivity of the trail system within the City. The Lassen Land and Trails Trust must partner with a sponsoring agency that has a Caltrans agreement in place, or have an application for a minimum request of \$250,000 and agency agreement with Caltrans. The application process requires a resolution of support from the City Council, with a deadline of June 15th. Mr. Hancock requested comments or questions from the City Council regarding the proposed project and application.

Mayor Wilson asked if the fact that the trails do not come near one another count against the City in the application process.

Mr. Hancock responded that the application would have to be revised to include an on-street bikeway with the installation of way finding signs in order to connect the two trails together, suggesting a possible location on the side streets along Covina Avenue. According to the guidelines, Class 2 trails require signage, and Class 3 trails are only required to have markings on the street. Based upon the street width, staff could bring back pictures to illustrate a couple of options, however it is important to act quickly as

the location of the street path would require an adjustment to the grant narrative and the application deadline is June 15th.

Councilmember Garnier expressed her concern with the impact on street parking if a bike path was created. There are many areas in town where the only parking available for homeowners is on the street in front of the house.

Mr. Newton stated that bicycle lanes are located next to the traffic lane, and not the sidewalk so it would not have too much of an effect on street parking.

Mayor Wilson asked what the alternative would be for utilizing side streets to connect the trails.

Mr. Hancock responded that the trail could be connected down Alexander Avenue.

Stan Bales, Lassen Land and Trails Trust, spoke regarding the project and stated that the ultimate goal would be to continue the trail along the old railroad track as an extension of the Bizz Johnson.

Amy Holman, Land Manager for Lassen Land and Trails Trust thanked Mr. Hancock and Mr. Sims for all of their assistance regarding the application and process of incorporating their project into the City's application.

Motion by Councilmember De Boer, second by Councilmember Callegari to approve Resolution No. 16-5289; 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 Urgency Ordinance No. 16-1005, rescinding Ordinance No. 16-1003 and adopting Water Conservation Measures to comply with State Mandated Water Curtailment** Mr. Hancock reported that last year, the City adopted an urgency ordinance placing a mandatory restriction on outdoor watering, limiting watering to three days per week. The ordinance specified the watering days of the week for odd and even numbered addresses and outlined the City's authority and necessity to implement the emergency regulation. The State Water Resource Control Board's Emergency Water Regulation required the City to reduce water usage by thirty-six percent from June 2015 to February 2016. The City achieved a twenty-six percent reduction, but because it was so far from the thirty-six percent mandate, the City received an additional State conservation order that included additional measures to hire staff to further the conservation effort and reduce outdoor watering to only one day per week. City staff met with State officials, had multiple conversations and have been successful in having those two items removed from the order, in large part because the conservation effort continued through the fall and winter months which is when the majority of the savings could be achieved due to the configuration changes of the system. The State also implemented a climate factor in the calculations and the conservation percentage has been reduced to thirty-three percent by October 31, 2016. Mr. Hancock described the compliance steps which include a door hangar, a reminder letter for repeated non-compliance, followed by a fine, although there were no fines issued. It is staff's recommendation to adopt an urgency ordinance to implement the same three-day per week watering schedule and compliance measures in order to achieve the thirty-three percent reduction.

There were no questions or comments.

Mr. Hancock clarified that the action requested included rescinding the previous ordinance, however it should not be rescinded until Ordinance No. 16-1005 goes into effect so there is no lapse in the restriction.

Motion by Councilmember Garnier, second by Councilmember De Boer, to approve Urgency Ordinance No. 16-1005, rescinding Ordinance No. 15-1003 upon the effective date of Ordinance No. 16-1005; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

13 CITY ADMINISTRATOR'S REPORTS:

13A Skyline Park Pump Track Update Mr. Hancock explained that a portion of the Skyline Park has been used as a bicycle track constructed in 2003 or 2004, and the Susanville Area Bicycle Association would like to install some upgrades to the track. The current track area covers less than one acre, and there is no expansion being proposed, it is an opportunity to repurpose the existing track to make it more functional. He turned the floor over to Mayor pro tem McBride.

Mayor pro tem McBride explained that a pump track is a system of berms and dirt mounds where bicycle riders can use the pumping motion of their body to travel around the track without pedaling, and they are gaining popularity in many communities around the country. With the assistance of a consultant from Redding, the Susanville Area Bicycle Association is proposing to install improvements to the Skyline Park bicycle track. The improvements would include leveling the property, grading it, and utilizing red dirt and rocks for support to construct a pump track. He stated that there is improved compaction by utilizing red dirt with the existing dirt that is on site, and it is important to begin the work while there is adequate moisture in the ground. The rocks would also be used to improve landscaping, in addition to providing support for the track. He provided a short video regarding the benefit to the community by providing a family friendly recreation opportunity. He requested that the group have access to a sifter and water tender during the construction.

Councilmember Garnier asked what affect the installation of the track would have on pedestrians walking at the park.

Mayor pro tem McBride responded that the affect should be minimal, as the bicycling is confined to one specific area of the park.

There was a discussion regarding possible fencing around the area to improve appearance and safety for the project.

It was the consensus of the City Council to move forward with the project.

13B Annual Fitch Ratings of Water and Natural Gas Bonds Update Mr. Hancock explained that Fitch Ratings reviews the financial status of the City's Natural Gas and Water Systems to assist in providing an opinion on the relative ability of the Susanville Public Financing Authority to meet its financial commitments to bond holders on the repayment of principal and interest for the 2010 Refunding Revenue Bonds. In May 2014 Fitch rated the Senior Water Bond to A and upgraded the Subordinate Natural Gas Bond to BBB+. Fitch has affirmed these current ratings for 2016. The A rating means that the City has a strong capacity to meet financial commitments, and a rating of BBB+ indicates that there is adequate capacity to meet financial commitments.

There were no comments or questions.

13C Golf Course Restaurant RFP Update Mr. Hancock reported that the City had released a Request for Proposal to contract with an individual or agency for the purpose of operating the Diamond Mountain Bar and Grill. The RFP was released on March 25, 2016, and no proposals have been received. Staff is proposing to make a few minor modifications to the RFP and leaving the date open until filled. In the interim, staff will be exploring options to expand some of the food options in the pro shop.

Mark Eberle asked what modifications would be made to the RFP.

Mr. Hancock responded that the most notable amendment would be the requirement to provide proof of funding in the amount of \$15,000 and offer the option for the operator to provide a bond instead. In addition, some enhancements to the language to describe the exciting opportunity will be made.

Mr. Eberle asked if the option would still be just to lease the facility and not manage it for the City. Mr. Hancock responded that the terms would still be lease only, unless someone had an alternative proposal that they would like to have the City consider then he invited a letter of interest be submitted to his attention.

Mr. Eberle asked what the next steps would be if the City still received no response.

Mayor Wilson responded that a large issue with the City operating the bar and restaurant is that the City is not allowed to obtain a liquor license for alcohol sales. The City would be continuing discussion regarding all possible options.

Joe Franco noted that it is obvious that the restaurant and bar operation is not a money making venture, and that food items limited to the pro shop would not require a liquor license. He commented that it was a challenging issue that the City would be struggling to solve.

13D Sphere of Influence and Annexation Mr. Hancock stated that the City of Susanville is the only incorporated city in Lassen County and as such, has a set boundary line referred to as the city limits. There are certain privileges associated with being in the City, including control over land use and offering services to residents. If the City ventures outside of the city limits to provide services, the City has to work with the Local Agency Formation Commission, or LAFCo. LAFCo is a joint board made up of two City Council members, two Board of Supervisors representatives and one public member, and they conduct municipal services reviews for cities and special districts. Their primary functions include the regulation of growth, preservation of agricultural lands, and to regulate the annexation process. Prior to annexation to the City, land must be located within the City's sphere of influence, which is the area anticipated for future growth and expansion of the City within 20 years, however the trend now is to identify both short and long term spheres. This means that the areas of probable growth within the next 5 to 20 years will be identified as areas that the City may want to grow in the future. It has been discussed in the past by City Council and staff to discuss the options and benefit of bringing property that is owned by the City into the city limits. They have also discussed the option of creating satellite spheres. During that conversation, a total of 14 parcels have been identified that are owned by the City, but are located in the County.

Mr. Hancock reviewed the map attachment, noting the city limit line and describing the location and various features of all 14 parcels. There have been a lot of discussion to reduce the sphere of influence to

the north of the city, and to mirror the sphere of influence that has been adopted by the Susanville Sanitary District. Mr. Hancock invited questions and requested feedback from the City Council regarding the potential inclusion of any of these properties in order to ensure that the proposed sphere of influence reflects the priorities of the City Council.

Mayor Wilson asked how the City addresses the issue that island annexations are discouraged by LAFCo.

Mr. Hancock explained that over the past few years LAFCo has adopted additional regulations related to island annexations by cities. The City of Susanville has two existing island annexations; the prison and the golf course. In addition to island annexations, many jurisdictions in the past have utilized what is referred to as a lollipop annexation, where a roadway is annexed in addition to a larger bubble of property at the end. The recent changes in regulation apply to property that is owned by the City, and being used by the City. There are acreage limitations involved with island annexations, and as an example the prison annexation would be less likely to be approved based on current requirements.

Mayor Wilson asked what the effect would be on triggering the requirement to annex any DUC's.

Mr. Hancock explained that a DUC is a term for Disadvantaged Unincorporated Community and there was a discussion at the previous LAFCo meeting related to changes to the applicable laws. If a City was considering annexing a property that was adjacent to a DUC, the area had to be included in the annexation. It was a mechanism to ensure that disadvantaged communities which do not generate very high property tax revenues were provided the same opportunities to receive services provided by the City. The change in law specifies that prior to any large annexations, the community would have to incorporate any existing DUCS in the annexation. There is a specific methodology being developed to identify if it's a DUC or not, with some of the criteria being fairly easy to determine such as access to utilities and other existing services such as police or fire protection. What is very difficult to determine is the income of residents because of changes that were made in the recent census and community survey models, there is less specific income data available. There are two potential areas in close proximity to the City of Susanville, one being the Sleepy Hollow mobile home park, and the area near the new court house off Grove Street. The City would have to go directly to those residents and conduct direct income surveys in order to determine if the residents meet the requirements of being a DUC.

Councilmember Garnier asked if that could affect the area in Johnstonville.

Mayor Wilson agreed, asking if bringing in the airport or the area where the water tank is located, if that would require that the annexation include some of the properties around that area.

Mr. Hancock responded that the areas right now would not be considered a DUC because they are too far away from the City however if the airport area was annexed, it could potentially create a DUC because it would then be contiguous to the city boundary. That would have to be discussed with LAFCo, however it's his understanding that the annexation of property that is government owned is treated differently than if the annexation is bringing in private property for the purpose of development.

Mr. Hancock request direction from the Council.

Councilmember De Boer stated that he did not consider any benefit to annexing more properties into the City and increasing responsibility for maintaining more infrastructure than presently exists.

Councilmember Garnier responded that at this time, these parcels are being considered for including in the Sphere of Influence and that does not mean they have to be annexed right away.

Mr. Hancock agreed, stating that staff was in the process of drafting sphere of influence maps, and if there was interest on the part of the City Council to annex the airport in the future then it should be included in the draft map. If there is an interest in the properties that are further outside of the current sphere, then the Council could conduct more discussions regarding the creation of satellite spheres.

Councilmember Garnier asked about Cady Springs and Bagwell.

Mr. Hancock responded that those properties are already located within the sphere of influence, however if the City considers expanding to the southwest, then the City Council may decide to pull the sphere in from north and west, and in the area around Cady Springs, it is unlikely that it would be cost effective to ever expand the city in that direction.

Councilmember Garnier asked if that rationale would also apply to the other half of the Golf Course.

Mr. Hancock stated that if the City was interested in annexing the other half of the golf course he would recommend pursuing a satellite sphere otherwise the Richmond Road and Gold Run area would have to be included, which does not seem likely that the City would want or need to annex those areas within the next 20 years.

Mayor Wilson observed that the City has all of these properties that are owned and located in the County, and asked what the advantages would be to annex them to the City.

Councilmember Callegari stated that it is about maintaining land control and he would support annexation of the airport property and anything that allows additional control and protection of the water system.

Mr. Hancock responded that each of the properties is different and with the airport there is the potential for some increase in tax revenue, however the main benefit would be to provide additional control through the land use process. The City has a current agreement with the County that specifies that the City will be the lead agency for any development projects on City property located in the County. The County also would be the lead agency for anything occurring on County owned property within the City, including conducting building inspections and obtaining permits. However, any property owned by the City but located in the County is still subject to the County's land use policies and that would be an advantage to annexation, to gain additional control over the property through land use.

Mayor Wilson asked if the Police Department would be the primary response to those satellite areas.

Mr. Hancock responded that they would, although most of the properties are fairly remote and secure, and it is unlikely that there would be any requirements for regular and frequent patrols. The City does respond to calls at the golf course and airport already.

Mayor Wilson asked about the annexation of agricultural land and what the City could do to preserve the current use.

Mr. Hancock described the pre-zoning process required prior to annexation, explaining that an agricultural land use designation should be created, with agricultural land policies developed in order to identify and protect the use of the property prior to annexation.

Councilmember Callegari asked about annexation strictly for the purpose of providing utility services, with the County retaining responsibility for providing police and fire protection.

Mr. Hancock responded that the City currently has an out of area service agreement with LAFCo which allows the City to provide utility services to any properties within the sphere of influence without any obligation to annex the property. If there is land that the City would like to extend utility services to, that should be included in the sphere.

It was the consensus to move forward with developing the sphere maps and bring drafts back to City Council for final review prior to submittal to LAFCo.

13E CalTrans Cap M Project Update Mr. Hancock reported that Caltrans is currently in the Project Approval/Environmental Determination Phase of the Cap M project, and it is anticipated to be completed in June 2016. Caltrans had previously notified the City that there may be difficulty in obtaining sufficient right of way to complete the installation of ADA pedestrian ramp improvements through the Main Street corridor and had requested that the City consider the installation of bulbouts as a possible solution. Once the bulbouts were designed it was determined that a lane reduction, or 'road diet' may be needed, and traffic data was collected over a one week period in October 2015 with preliminary traffic modeling conducted. It was determined that the reduction in travel lanes would result in decreased levels of service. Staff met with Caltrans on April 28th to discuss the creation of a project alternative. The new project as proposed by Caltrans would leave the existing lane configurations in place, and would incorporate additional pedestrian ramps along Main Street, and would include bulbouts in the uptown areas from Roop to Gay Street with the possibility of extending them to Weatherlow or Grand Avenue. They have a number of challenges with the project and staff will provide updates as additional information becomes available.

Councilmember Callegari stated that he believed snow removal will be a problem if the road was narrowed.

Mr. Hancock responded that normally these types of projects are designed by engineers and design specialists and then maintained by a separate group of people which can result in maintenance issues, however in this case, the maintenance people are very much involved in the project design and snow removal is a big concern for them as well.

Councilmember Garnier noted that for years, HUSA struggled and fought with Caltrans just to allow business owners to put a barrel of flowers on the sidewalk in front of their store, and now the idea that they are pushing to install large areas which will be necessary to maintain and landscape is frustrating.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Councilmember Garnier requested an update regarding hangar leases be brought to the next meeting.

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 9:33 p.m.

Respectfully submitted by

Brian R. Wilson

Gwenna MacDonald, City Clerk

Approved on June 1, 2016