

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
October 19, 2016 – 6:00 p.m.

Meeting was called to order at 6:00 p.m. by Mayor Garnier.

Roll call of Councilmembers present: Kevin Stafford, Joe Franco, Rod De Boer and Kathie Garnier. Absent: Brian Wilson.

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

1 APPROVAL OF AGENDA:

Mr. Hancock clarified that Item 3B-2 under Closed Session is related to bargaining and should state Public Safety.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve the agenda with the correction noted; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None

3 CLOSED SESSION: At 6:01 p.m. the Council entered into Closed Session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1. Police Chief
 - 2. Golf Course Manager
- B CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Administrative, Miscellaneous, Pro-Tech, Public Works
 - 2 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Public Safety
- C CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code 54956.8:
 - 1 Property: Portion of APN: 107-125-12
 Agency negotiator: Jared G. Hancock
 Negotiating parties: City of Susanville/Honey Lake Valley Recreation Authority
 Under negotiation: Price/Conditions/Terms

Closed Session adjourned at 7:07 p.m.

4 RETURN TO OPEN SESSION: At 7:08 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; Craig Sanders, City Planner and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that the City Council met in Closed Session and took action on two items. The Council voted to unanimously approve the Memorandum of Understanding with the Administrative and Professional/Technical Bargaining Units and the contracts would be brought back at the next meeting for

ratification in open session. The City Council also gave direction on various items, and on Item 3C(1) took unanimous action on a property agreement that would also be brought back at the next meeting for ratification.

Councilmember Stafford requested a moment of silence in honor of the Modoc Deputy who was killed in the line of duty.

5 **BUSINESS FROM THE FLOOR:** There were no comments.

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

- A Receive and file minutes from the City Council's September 7, 2016 meeting
- B Approve vendor warrants numbered 98475 through 98596 for a total of \$523,668.21 including \$113,208.22 in payroll warrants

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

7 **PUBLIC HEARINGS:**

7A **Consider approval of Resolution No. 16-5291 adopting a Negative Declaration as the Environmental Document for File GZ 15-008 amending the Safety Element of the General Plan and approval of Resolution No. 16-5292 amending the City of Susanville General Plan Land Use Diagram and approving update to the Safety Element Section of the Susanville General Plan** Mr. Sanders explained that the City Council conducted a public hearing on May 12, 2016 to consider approving an update to the Safety Element of the Susanville General Plan. In addition, the Council considered an amendment to the General Plan regarding the zoning of a 2 acre parcel located at the north end of Russell Avenue. The proposal was presented as a single amendment to the General Plan for two projects due to the allowed number of amendments to the General Plan limited to four per calendar year. The Russell Avenue project was referred back to the Planning Commission for further review, which is in progress, and the Safety Element is being brought for Council consideration.

Mr. Sanders explained that the Safety Element is a one of the required elements of the General Plan and it identifies potential hazards in the City of Susanville, including risks of injury, death, and property damage resulting from both naturally occurring and man-made hazards. It addresses seismic, geologic, fire, and flood hazards, and should address hazards relevant to the local area, such as hazardous materials, citywide emergencies and crime and also identifies locations inappropriate for certain land uses due to the presence of hazards that could affect human or environmental health. He explained that the most notable amendments include the establishment of the Very High Fire Hazard Severity Zone along the western portion of the City where the urban fringe interfaces with timbered land. In addition, the Susan River, Piute Creek and Barry Creek along with some other tributaries have associated flood plains which pose a hazard to residents and property, and these flood plains are mapped by FEMA flood insurance rate maps which have been adopted by the City.

Mr. Sanders added that before the Draft Safety Element can be adopted the Government Code requires that the draft be sent to the California Geological Survey office of the Department of Conservation and the State Board of Forestry, for review. The Board of Forestry responded with a review letter on March 14, 2016 which has been provided for the Council's review and comment. The Project has been reviewed under CEQA and an initial study was prepared for the project. The initial study did not identify any

potentially significant impacts that would occur as a result of the adoption of the document and a negative declaration was recommended by the Planning Commission.

There were no comments from the Council.

The public hearing was opened at 7:20 p.m. and closed at 7:21 p.m. for this item.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5291 and 16-5292; motion carried. Ayes; Stafford, Franco, De Boer and Garnier. Absent: Wilson.

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

Commission/Committee Reports:

9 **NEW BUSINESS:**

9A **Consider approval of Resolution No. 16-5328 approving contract with Grizzly Electric for emergency standby generator project** Mr. Newton reported that the Public Works Department is in need of an emergency generator to use during power outages. The previous generator was an older unit that failed in 2015, so when the power goes out at the Public Works Department the SCADA communications system that monitors water and gas facilities and the fuel pumps do not operate. During the winter months, a large portable generator is moved from Well 3 to the Public Works facility to provide power during an outage. The proposed new generator will be a natural gas fired unit.

An electrical engineer, Pace Engineering, in Redding, California, was contracted to provide plans and specifications suitable for bidding the project, and the City received one bid from the project from Grizzly Electric in the amount of \$33,710.00. Once the agreement is fully executed, Grizzly Electric will order the generator and coordinate with Public Works staff to install the equipment.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 16-5328; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

Mr. Hancock noted that the consideration of the prior Safety Element item was a public hearing and requested that the Council formally open and close the public hearing to allow for any public comments.

At 7:20 p.m. Mayor Garnier opened the public hearing for Item 7A and requested comments either for or against the adoption of the Safety Element. There being no comments, Mayor Garnier closed the public hearing at 7:21 p.m.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5291 and 16-5292; motion carried. Ayes; Stafford, Franco, De Boer and Garnier. Absent: Wilson.

9B **Consider approval of Resolution No. 16-5330 approving SC4 and SC5 Project and authorizing execution of contract with Wood Rodgers**

Mr. Newton reported that the STIP Project 'SC-4' and 'SC-5' for street overlay was conceptualized several years ago and in order to expedite the design process, maximize available resources and manage current staff commitments, staff developed a Request for Proposals (RFP) to assist in the completion of construction documents and ensure compliance with the Americans with Disabilities Act (ADA) pedestrian facilities requirements. The projects have been allocated \$30,000 for each project to complete the design phase only and a portion of the funding will be used by City staff to administer the project. The proposal will be set up on a task order basis to maintain cost

control and to ensure efficiency. The programming of construction costs will be requested from the California Transportation Commission in December 2017 and made available for the spring 2018 construction season. The streets identified as part of SC-4 and SC-5 will include portions of Ashley, Covina, Laverne, Limoneira, Monrovia, Orange, Renae, Santa Paula, Small, Spruce, Upland and then Barbara, Brian, Cameron, Gail and Monte Vista streets.

Mr. Newton stated that staff received four proposals were received and evaluated and it was determined that Wood Rodgers Engineering Inc. is the most responsive firm that is capable of completing the work on time and within budget. Funding for this project has been allocated through STIP in the amount of \$60,000.

Mayor Garnier referred to the streets that were included in the CDBG grant application for water main replacement, and asked if the street overlay project would be coordinated to avoid cutting into new streets.

Mr. Newton responded that the water mains are located in the alleys, but that the overlay project would be coordinated with other work to avoid having to go back and cut into newly overlaid streets.

Mr. Hancock added that the contract work would be for project design only, and that construction funding would be programmed for a future STIP cycle. It is also expected that construction for the overlay project may be pushed further back than 2018, based upon recent feedback from Caltrans and their concern with declining revenues that fund the STIP program.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5330; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

9C Consider approval of Resolution No. 16-5331 approving street closure for the 4th Annual Thanksgiving Day Turkey Trot Mr. Newton reported that the Bizz Running Company has requested City Council support for the 4th Annual Thanksgiving Day Turkey Trot 5K fun run. The event requires the closure of Riverside Drive from Alexander Avenue to River Street on Thursday, November 24, 2016, from 8:00 am to 9:30 am. The street closure will help to ensure the safety of participants. He invited Linda Powell to speak regarding the event.

Ms. Powell thanked the City Council and Public Works department for their recent river trail clean up, and stated that the event has been a success and increases in participation every year, with over 300 individuals in attendance at the last event. Participation is free, and runners are asked to make a voluntary monetary contribution. They have been raising between \$1,000 and \$1,500 each year, and one hundred percent of the proceeds are donated to the Meals on Wheels program.

Mr. Newton added that the event requires two Public Works Department employees to set up and take down traffic control signs. He added that the Fire Department with the help of prison crews was primarily responsible for the recent river trail clean up project.

Motion by Councilmember De Boer, second by Mayor pro tem Franco, to approve Resolution No. 16-5331; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson

9D Consider approval of Resolution No. 16-5332 authorizing purchase of vehicle for Police Department Lieutenant Wood reported that the Susanville Police Department is in need of a new patrol

vehicle and Folsom Lake Ford has been awarded the California state contract for the purchase of police vehicles this year. The contract has a provision that offers local entities the same price point as larger state agencies, and reduces the cost to local agencies. Staff has received a quote for the sales price of \$32,603.83 including tax for the purchase of an Interceptor SUV. A \$500.00 reduction in price is granted if payment is made within 20 days of delivery of the vehicle. Funding for the vehicle is proposed to be \$16,301.92 from the Traffic Safety Fund, and \$16,301.91 from the Police Mitigation Fund.

Councilmember De Boer noted that the slow pace of patrols and a lot of idle time is very hard on vehicles.

Motion by Councilmember De Boer, second by Councilmember Stafford, to approve Resolution No. 16-5332; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

9E Consider approval of Resolution No. 16-5333 authorizing closure of Pancera Plaza on October 31, 2016 for HUSA Safe and Sane Halloween event Mr. Newton explained that the City Council approved the closure of Main Street for the HUSA annual Safe and Sane Halloween event at the September 21, 2016 meeting. The City received a subsequent request that the street closure include Pancera Plaza where HUSA would be staging the costume contest during the event.

Motion by Councilmember Stafford, second by Councilmember De Boer, to approve Resolution No. 16-5333; motion carried. Ayes: Stafford, Franco, De Boer and Garnier. Absent: Wilson.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS: No business.

13 CITY ADMINISTRATOR'S REPORTS:

13A FEMA AFG Vehicle Acquisition grant Chief Moore explained that the Federal Emergency Management Agency (FEMA) offers grant funding through the Assistance for Firefighters Grant (AFG) and this year, \$310.5 million is available to departments with an emphasis on Operations & Safety and Vehicle Acquisition. The Fire Department is proposing to apply for a new ladder truck through the grant, as the current ladder truck is a 1976 Van Pelt which was purchased used in 2009. If awarded, the grant would require a five percent match from the City, and the total cost for a new truck would be approximately \$855,625. The City is not obligated to commit the matching funds at the application phase, however due to the significant cost of the match, staff wanted to make the Council aware of the application requirement. If awarded, City Council approval would be required at that point to accept the award and commit the matching funds.

Mr. Hancock noted that the five percent match would be \$42,782, and available through mitigation funding.

Mayor pro tem Franco noted that what it provides for the City in terms of safety is well worth the cost.

13B Shooting Range Update Mr. Hancock explained that the City of Susanville's previous shooting range was on fish and wildlife property near the Susanville Municipal Airport and was utilized by the CHP and Sheriff's Department for training purposes. Improvements were made to the site, and the property owner's review of the contract revealed that some of the restrictions were not being followed and the site

was no longer used. The City entered into a joint use agreement with the High Desert State Prison to utilize their shooting range however shooting activities have expanded so staff looked at options to work towards developing a city range at the old City dump site off Highway 139 past Spring Ridge Road. Concerns were raised by neighbors and staff looked at alternative sites however completing the necessary upgrades has made some of the other alternatives cost prohibitive to consider at this time. The City has the expertise in-house to conduct preliminary noise testing and Council has expressed the desire to continue moving forward with the development of a City range so the item has been brought back for discussion and direction.

Councilmember De Boer stated that he was in support of moving forward with utilizing the old dump site on Highway 139. He described some of the features of the site that would make it an ideal location.

Mr. Hancock discussed some of the site work that could be done to take advantage of the natural topography to further reduce noise and provide security so that the site did not become a place used recreationally by private citizens. During previous discussions, one neighbor was particularly vocal regarding protesting the location, with site security and noise being primary concerns.

Councilmember Stafford stated that the City needs to move forward with it. The department has training requirements and utilizing High Desert where we are last on the list to schedule training is not acceptable. It's likely that the site security will be improved with the development of a range that can be restricted to recreational use.

Mayor pro tem Franco asked if there was sufficient security to keep the range restricted to use by local government agencies.

Councilmember De Boer stated that a locked gate would be installed with access limited to law enforcement personnel. He added that he met with Mr. Fitzgerald and had a conversation to explain that the range would not be open to use by private individuals for recreational purposes, but would be restricted to use for scheduled training by law enforcement agencies.

Mayor pro tem Franco suggested that staff reopen a dialog with Mr. Fitzgerald to determine if he would be more receptive to the location.

Mr. Hancock stated that staff had worked to develop designs for the facility that would address some of his concerns, and would also be reaching out to other agencies to partner in the development of the site.

Mayor Garnier stated that she would prefer if the facility were available for all law enforcement agencies to train and not just the City police department.

There was a general discussion regarding the next steps in the process including outreach to neighbors and discussions regarding establishing a multi-agency facility which would affect the type of outreach that the City would conduct with other law enforcement agencies in the community.

Motion by Councilmember De Boer, second by Councilmember Stafford, directing staff to move forward with development of a shooting range as discussed.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Mayor Garnier extended an invitation shared by Janet Corey to the City Council to visit the Lassen Historic Museum.

Mayor Garnier asked for a status update regarding the homeless person who was camped on Main Street near the former Chinese Kitchen restaurant.

Lieutenant Wood shared the steps taken to date to address the situation and what could be done to remove the camp permanently from its location.

15 ADJOURNMENT:

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

Meeting adjourned at 8:05 p.m.

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on December 7, 2016