

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
September 20, 2017– 6:00 p.m.

Meeting was called to order at 6:00 p.m. by Mayor pro tem Franco.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Mendy Schuster and Mayor pro tem Franco. Absent: Kathie Garnier.

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

1 APPROVAL OF AGENDA:

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve the agenda as submitted; motion carried. Ayes: Stafford, Wilson, Schuster and Franco. Absent: Garnier.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:02 p.m. the Council entered into Closed Session to discuss the following:

- A CONFERENCE WITH LABOR NEGOTIATORS – pursuant to Government Code Section §54957.6
 - 1 Agency Negotiator: Jared G. Hancock
 - Bargaining Unit: Professional/Technical Unit
- B PUBLIC EMPLOYMENT – pursuant to Government Code §54957
 - 1 City Administrator

At 7:03 p.m. the City Council recessed Closed Session.

4 RETURN TO OPEN SESSION:

At 7:04 p.m. the City Council reconvened in Open Session.

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

Mr. Hancock reported that prior to Closed Session, the City Council approved the agenda as submitted. The City Council met in Closed Session and there was no reportable action taken. At the conclusion of Open Session, the Council would be reconvening in Closed Session.

Dan Newton offered the Thought of the Day.

5 BUSINESS FROM THE FLOOR:

Jim Reichle stated that he has lived in the community for 30 years, and over the past several years he has had the opportunity to work with Mr. Hancock on numerous occasions. He has appreciated all of the hard work Mr. Hancock has dedicated to the City and thanked him for his service.

6 CONSENT CALENDAR: Mayor pro tem Franco reviewed the items on the Consent Calendar:

- A Approve minutes from the City Council's August 7 and 16, 2017 meetings

B Receive and file monthly Finance Reports: July 2017

Motion by Councilmember Stafford, second by Councilmember Schuster, to approve the minutes from the August 7, 2017 meeting; motion carried. Ayes: Stafford, Schuster, Wilson and Franco. Absent: Garnier.

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve the minutes from the August 16, 2017 meeting; motion carried. Ayes: Stafford, Wilson and Schuster. Abstain: Franco. Absent: Garnier.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Item 6B; motion carried. Ayes: Wilson, Stafford, Schuster and Franco. Absent: Garnier.

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

9A Consider request for a facility use fee waiver on October 12, 2017 for the Lassen Family Services Court Appointed Special Advocates (CASA) Volunteers appreciation lunch Mr. Hancock reported that the City received a request from Lassen Family Services for use of the Community Center on October 12, 2017 between 10:00 a.m. and 2:00 p.m. for their annual CASA Volunteer Awards and Appreciation Luncheon. Lassen Family Services is a non-profit corporation and they have requested that the City waive the rental fee for use of the Community Center and kitchen for the event. The rental fee is \$133.00 plus a \$100 refundable deposit.

Motion by Councilmember Stafford, second by Councilmember Wilson to approve the fee waiver request; motion carried. Ayes: Stafford, Wilson, Schuster and Franco. Absent: Garnier.

9B Consider request for facility use of the Diamond Mountain Golf Course Clubhouse Mr. Hancock explained that the City owns the Golf Course Clubhouse and rents it out on occasion for events. Staff was approached by a group of people who were looking for a venue to conduct Yoga classes, and in exchange for utilizing the Clubhouse, they cleaned and did a lot of work to get the facility presentable and usable for the summer. They held trial classes and received a positive feedback from the Community. They are proposing to use the facility regularly through the fall and winter, and have requested a monthly payment to cover expenses for heating, and they would continue to clean the facility and maintain it in good order. The usage fee for the facility is \$100 for up to four hours, and they are proposing between \$100 and \$200 per month to pay for the heating and electricity. Mr. Hancock invited questions or comments, adding that there were several people in attendance in support of the item.

Jim Reichle thanked the Council for their consideration of the request. The instructors lead a class of anywhere between five and 20 students through a variety of poses, and the classes can last from 45 minutes to 2 hours, depending on the class level. Over the years, there have been classes given throughout town, and the attendance is encouraging, but nowhere nearly enough to generate funding to pay for the rental cost of the facility. The Golf Course is a beautiful, relaxing setting for the activity

and they are hoping to add some evening classes, and if there is a conflict on days for other users of the facility, then the class would not be held on that day.

Councilmember Wilson asked if the group was operating as a business.

Kelly Fairbank stated that they do accept donations from the participants, but there is no charge to participate, so there is never a guarantee that they will be paid. Everyone who is involved in teaching and conducting the classes do it because they love yoga.

Linda Robinette commented that as the Council can see, most of the people who participate are seniors. It helps a great deal for mobility, flexibility and at one time they conducted classes at the Best Western, but they have lost that space since the facility sold. It is important for the health and well being of the community and the seniors to have a setting where they can take the classes.

Ellie Orbetan instructor discussed some of the classes that they hope to add this fall.

Councilmember Wilson commented that the City no longer has a Parks and Recreation Department, and it seems to be a good use for the space that would otherwise go unused.

Mayor pro tem Franco remarked that there is a benefit during the cold months to have a space occupied and heated.

Mr. Hancock explained that the proposed rental charge was in part because the actual cost to heat the facility was an unknown. He suggested that if the Council wished to approve the request, that the cost could be left as the range listed, and then when actual costs were identified, staff could meet with the group and discuss an actual set payment.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the request in the amount of \$100 per month; motion carried. Wilson, Stafford, Schuster and Franco. Absent: Garnier.

9C Consider request by the Pre-K through 8th Lassen County Cross Country League to hold an event at Diamond Mountain Golf Course on October 19, 2017 Mr. Hancock explained that the City has received a request from the Lassen County Cross Country League to host a cross-country event at the Diamond Mountain Golf Course on October 19, 2017 for Pre-K through 8th grade runners. The proposed course would be around Emerson Lake, with two separate courses for Pre-K through 4th grade, and another for 5th through 8th grade. The participants would utilize service roads, and there will be volunteers stationed along the way to provide safety and supervision. There will be signage in place, and for additional safety the City may want to consider shutting down the front 9 holes for play during that time, which would be approximately one hour and 15 minutes. The event does not pose a conflict with other players or school leagues, and would be a good promotional opportunity for the Golf Course.

Mayor pro tem Franco stated that it was a good idea, and he supported making it known through advertising and notices that the front 9 would be closed or play delayed on that day.

Councilmember Wilson commented that he would be supportive of taking additional precaution by just closing the front 9 during the afternoon during the event.

Motion by Councilmember Wilson, second by Councilmember Stafford, to allow the Lassen County Cross Country League to hold the event on October 19th as requested; motion carried. Ayes: Wilson, Stafford, Schuster and Franco. Absent: Garnier.

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 **CDBG Supplemental Activity Update** Mr. Hancock explained that this is a follow up item to the Riverside Park project discussion and related to the City's existing Program Income. Council directed staff to focus on an increased advertising and public outreach effort to make the public aware of the funding that is available, which is approximately \$350,000, to spend on Homebuyer Assistance loans. Any funding that is not expended by the beginning of next year would be rolled over into the Riverside Park project. Part of the process requires that the City file a Supplemental Activity Request to the State, and that includes holding a public hearing. The hearing has been scheduled for October 18th, and staff wanted to make the Council aware of that process since the noticing to the paper for the hearing has gone out.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

15 **ADJOURNMENT:**

At 7:40 p.m. Mayor pro tem Franco called for a five minute recess prior to reconvening in Closed Session.

At 7:46 p.m. the City Council reconvened in Closed Session.

At 8:57 p.m. the Council adjourned Closed Session and reconvened in Open Session. It was announced that no reportable action was taken in Closed Session.

The meeting was adjourned at 8:58 p.m.

Respectfully submitted by

Joseph Franco, Mayor pro tem

Gwenna MacDonald, City Clerk

Approved on: October 18, 2017