

Mr. Newton reported that prior to Closed Session, the City Council approved the agenda with the amendment to table consideration of Item 7A and Item 7B until the June 18, 2018 meeting. Mr. Newton deferred the report of action taken out of closed session to City Attorney Jessica Ryan.

Ms. Ryan reported that the City Council gave direction and unanimously approved the position list which included the added position of temporary assistant engineer. The special meeting noticed for 6:00 p.m. regarding closed session conference with legal counsel was recessed until after the conclusion of open session. Ms. Ryan reported action taken during closed session at the May 29, 2018 special meeting as the vote to deny the appeals of personnel decisions made regarding the Police Department Lieutenant and Police Department Sergeant. The vote was Councilmembers Wilson, Stafford, Franco and Mayor Garnier in favor with Councilmember Schuster voting no.

Councilmember Stafford provided the Thought of the Day.

Mayor Garnier presented certificates of recognition to the 2018 Lassen High School Valedictorian and Salutatorian, Gwyneth Stubbs and Connor Lewis.

5 BUSINESS FROM THE FLOOR:

Raj Baines discussed ongoing property abatement issues related to his neighbor's property at North Spring Street. He stated that the problems with the property have been going on for the years, and the City comes in periodically and makes the owner perform some clean up, but the property goes back to its dilapidated condition within just a few months. He stated the property was in violation of the City's recently adopted Property Maintenance ordinance, and he wanted the City to take steps to ensure that the property was brought into compliance. In particular, there was an old shed on the property that the contractor hired by the City had attempted to repair when it should have been removed.

Mr. Newton reviewed the steps in the abatement process as mandated by Ordinance No. 17-1011. The removal of the shed that Mr. Baines referred to had not been included in the scope of work that was presented to and approved by the Planning Commission. In order to remove the shed, the process of abatement would have to again be initiated to include shed removal. He noted that the work completed on the property had brought it to a condition that was as good as or better than some of the surrounding properties.

Mr. Baines responded that the City had spent \$1,700 to abate the property, and the shed needs to be removed, it is trash, and there is no way to repair it to a condition that would be acceptable.

Ms. Ryan pointed out that sheds are considered personal property, and she would never recommend that the City remove personal property **without an order or agreement to do so.**

There was additional general discussion regarding the process of abatement of properties per Ordinance No. 17-1011.

6 CONSENT CALENDAR:

- A Approve minutes from the City Council's May 2, 2018 meeting
- B Approve vendor warrants numbered 201167 through 201335 for a total of \$746,463.87 including \$234,268.78 in payroll warrants
- C Receive and file Monthly Finance reports: April 2018

- D Approve **Resolution No. 18-5500** authorizing agreement with Fire Fighter Bargaining Unit
- E Approve **Resolution No. 18-5526** authorizing closure of a portion of Gay Street for June 14, 2019 Lassen County Chamber mixer

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

7 PUBLIC HEARINGS:

- 7A Consider Resolution No. 18-5519 adopting the City of Susanville 2018-2019 Budget
- 7B Consider Resolution No. 18-5497 establishing and adopting Schedules of Fees

Mayor Garnier opened the public hearing at 7:33 p.m.

Councilmember Wilson stated that traditionally the Council will postpone consideration of adoption of the budget until the new Council is seated.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to continue Item 7A and 7B to June 20, 2018; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

7C Consider Resolution No. 18-5521 setting assessments for Historic Uptown Susanville Association (HUSA) Fiscal Year 2018/2019 Mr. Newton explained that the City Council considered the annual report of the Historic Uptown Susanville Association (HUSA) at the May 16, 2018 meeting. The *Streets and Highways Code* requires that the City Council consider the annual report then set a public hearing to consider the levy of assessments in the District. The approval of a resolution is required to set the assessment for fiscal year 2018/2019.

Mayor Garnier opened the public hearing at 7:36 p.m. and requested comments.

There being no comments, Mayor Garnier closed the public hearing at 7:37 p.m.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 18-5521; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS: Commission/Committee reports:

9 NEW BUSINESS:

9A Consider Resolution No. 18-5518 establishing Appropriations Limitation for Fiscal Year 2018-2019 Ms. Savage reported that the City is required to establish appropriations for each budget year based upon the percentage change in population plus change in Per Capita Personal Income for California. The limit establishes the maximum amount of tax revenue that the City can collect for fiscal year 2018-2019, which is \$11,273,039. It is anticipated that annual revenue for 2018-2019 will be approximately \$5,134,591.

There were no comments or questions.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 18-5518; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Stafford and Garnier.

9B Consider Resolution No. 18-5520 adopting budget process and policies Ms. Savage reported that at the May 16, 2018 Budget Workshop, Council directed staff to amend the Budget Process and Policies to include removing negative cash balances for the Golf Course and Airport enterprise funds at the end of each fiscal year. At that time, the Council would have an opportunity to review and consider a cash transfer from the General Fund to the enterprise funds to prevent the negative balance to accumulate year after year. It would afford the Council an opportunity to discuss priorities and funding options for these enterprises.

There were no questions or comments.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 18-5520; motion carried unanimously. Ayes: Wilson, Franco, Stafford, Schuster and Garnier.

9C Consider Resolution No. 18-5522 authorizing execution of agreement with Aramark Uniform Services for Public Works Department Mr. Gibbs explained that the Public Works Department has been utilizing the services of Aramark to provide uniform rental, linen services and janitorial services since 2015, and it is time to renew the agreement. The cost is included in the existing budget for the Streets, Water, Natural Gas and Public Works administration and the current agreement expires on July 8, 2018.

Mayor pro tem Franco asked which employees wear the uniforms.

Mr. Gibbs responded that employees in the Natural Gas, Water and Streets divisions wear the uniforms, which include the City's logo on the shirt pocket.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 18-5522; motion carried unanimously. Ayes: Stafford, Franco, Wilson, Schuster and Garnier.

9D Consider Resolution No. 18-5523 approving street closure for the July 12, 2018 Lassen County Chamber of Commerce Mixer Mr. Newton reported that the Sierra Radio Network is celebrating its 70th anniversary of business and has requested that the City authorize closing a portion of Johnstonville Road on July 12, 2018 from 3:00 to 10:00 p.m. The event requires one Public Works employee to set up and remove traffic control signs.

Motion by Mayor pro tem Franco, second by Council Schuster, to approve Resolution No. 18-5523; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Stafford and Franco.

9E Consider Resolution No. 18-5524 approving Police Officer Trainee Agreement Mr. Newton reported that the City Council has an approved Police Officer Trainee position with the Susanville Police Department. The position allows for the Department to employ an individual in a non-sworn temporary employee classification while they attend the POST academy. While attending training, the trainee will be eligible for a per diem stipend. Employees who accept the Police Officer Trainee position will be required to enter into an agreement with the City of Susanville to remain for a period of employment up to two years, and if they terminate their employment, will be subject to reimbursing the City the expenses that are incurred while in training.

Mayor pro tem Franco commented that there is a certain amount of risk to the City associated with this program.

Mr. Newton responded that it works well if the City has a vacant position identified which gives the trainee a guaranteed job when they complete the program. The City would want to make sure that the position is budgeted and at this time, the Department has one vacancy.

There was a general discussion regarding the success rate of the program in the County.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 18-5524; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Stafford and Garnier.

9F Consider appointment of Voting Delegate for 2018 Annual League of California Cities Conference Mr. Newton reported that the Annual League of California Cities Conference is scheduled for September 12 through 14, 2018 at the Long Beach Convention Center. An important part of the Conference is the annual Business Meeting, where the League considers and takes action on resolutions that establish League policy.

In order to vote at the Business Meeting, the City Council must designate a voting delegate and up to two alternates. The voting delegate and alternate may be a Councilmember or the City Administrator.

The Council discussed the value of attending the conference, and determined that Councilmember Stafford and Councilmember Schuster would attend to represent the City.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to appoint Councilmember Stafford as voting delegate, and Councilmember Schuster as alternate and authorize conference attendance; motion carried unanimously. Franco, Schuster, Wilson, Stafford and Garnier.

9G Consider Resolution No. 18-5525 approving purchase and installation of Police Department Server, ancillary equipment and software Mr. Newton explained that the server at the police department is utilized to securely store a wide variety of confidential police department related documents and files. The existing server is beyond its useful life and has been experiencing problems that could have a negative impact on the Department's ability to access and retrieve valuable information. The City Council discussed this item at the May 16, 2018 budget workshop, and directed staff to utilize general fund reserves to purchase a new server. Computer Logistics of Redding would install the new server, workstations and software for an amount not to exceed \$36,352.67.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 18-5525; motion carried unanimously. Ayes: Wilson, Stafford, Schuster, Franco and 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: No business.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Mayor pro tem Franco thanked Mayor Garnier for four years of service to the city, adding that he was proud to serve with her on the City Council.

Mayor Garnier thanked the Council and staff for their support and dedication to the City, and expressed her appreciation to everyone who had made the opportunity of serving the community as a councilmember such a wonderful experience.

15 **ADJOURNMENT:**

At 8:02, Mayor Garnier called for a 5-minute recess prior to reconvening in closed session.

The Council reconvened in closed session at 8:13 p.m.

The Council adjourned closed session and reconvened in open session at 8:44 p.m. There was no reportable action taken out of closed.

Meeting adjourned at 8:45 p.m.

Kathie Garnier, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

Approved on: July 18, 2018