

68a

CITY OF SUSANVILLE
66 North Lassen Street ♦ Susanville CA
Kathie Garnier, Mayor
Joseph Franco, Mayor pro tem
Rod E. De Boer Kevin Stafford Brian R. Wilson

SUSANVILLE COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION SUSANVILLE
PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting ♦ City Council Chambers
March 1, 2017 * 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 17-5356

Next Ordinance No. 17-1012

- 1 APPROVAL OF AGENDA:** (Additions and/or Deletions)
- 2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.
- 3 CLOSED SESSION:**
 - A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:**
 1. Employee Status Report
 - B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code §54956.8:**
 1. Property: APN: 101-110-33 and a portion of 101-060-18
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville/Bureau of Land Management
Under negotiation: Property Acquisition
 2. Property: APN: 103-340-01
 APN: 103-270-06
 APN: 103-260-14
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville/Uniti Towers
Under negotiation: Lease Terms
 3. Property: APN: 101-270-10
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville/Lassen Community College
Under negotiation: Price/Condition/Terms of Lease
 4. Property: APN: 116-180-04
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville/United Parcel Service
Under negotiation: Lease Terms
 5. Property: APN: 116-180-04
Agency negotiator: Jared G. Hancock
Negotiating parties: City of Susanville/Various Ground Leases
Under negotiation: Lease Terms

- 4 **RETURN TO OPEN SESSION:** (recess if necessary)
- *Reconvene in open session at 7:00 p.m.*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Mayor pro tem Franco*
 - *Proclamations, awards or presentations by the City Council:*
- 5 **BUSINESS FROM THE FLOOR:**
- Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit.
- 6 **CONSENT CALENDAR:**
- All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.
- A Approve minutes from the City Council's February 4, 2017 meeting
 - B Approve vendor warrants numbered 99626 through 99780 for a total of \$373,678.50 including \$105,018.70 in payroll warrants
 - C Approve Resolution No. 17-5354 approving contract for services with Mark Siemens, Inc.
- 7 **PUBLIC HEARINGS:** No business.
- 8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**
- Commission/Committee Reports:
- 9 **NEW BUSINESS:**
- A Consider approval of **Resolution No. 17-5352** accepting the 2017 Nor-Cal EMS Grant, and authorizing Finance division to increase the Fire Department budget accordingly for the purchase of electronic devices
 - B Consider approval of **Resolution No. 17-5355** Approving the Lassen Land and Trails trust Agreement and Authorizing the City Administrator to Execute the Agreement
 - C Consider approval of **Resolution No. 17-5353** authorizing the emergency repair of Susan 1 geothermal well.
- 10 **SUSANVILLE COMMUNITY DEVELOPMENT AGENCY:** No business.
- 11 **SUSANVILLE MUNICIPAL ENERGY CORPORATION:** No business.

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Sphere of Influence Update
- B Administrative Services Update
- C 2017 Weed Abatement Program
- D Little League Field Update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:


15 **ADJOURNMENT:**

- The next regular City Council meeting will be held on March 15, 2017 at 6:00 p.m.

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.org, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for March 1, 2017 in the areas designated on February 24, 2017.


Gwenna MacDonald, City Clerk

LASSEN COUNTY
ARCHITECTURAL REVIEW COMMITTEE AGENDA
707 NEVADA STREET CONFERENCE ROOM
SUSANVILLE, CA 96130
March 2, 2017

1:30 p.m. Convene in Special Session
Matters Initiated by the General Public

Project Description

DESIGN REVIEW #2017-003, Jeff and Cerise Schwagerl. The applicants are proposing a 1,200-square-foot metal shop that deviates from the roof overhang and siding material requirements of Lassen County Code § 18.108.235. Deviations from these requirements are allowed upon approval by the Architectural Review Committee through the Design Review process. The project site is zoned R-1-NH-3-AA-D (Single Family Residential District, 3 Acre Natural Habitat Combining District, Accessory Animal Combining District, Design Combining District) and its land use designation is "Estate Residential" in the *Richmond/Gold Run Area Plan, 1993*. The project site is located approximately 2,000 feet north of the intersection of Richmond Road North and Gold Run Road at 472-795 Josie Way, Susanville, CA 96130 APN: 116-450-19. Staff Contact: Stefano Richichi, Assistant Planner

DESIGN REVIEW #2017-004, Michael Neill. The applicant is proposing a 2,400-square-foot metal shop that deviates from the roof pitch, roof overhang, and siding material requirements of Lassen County Code § 18.108.235. Deviations from these requirements are allowed upon approval by the Architectural Review Committee through the Design Review process. The project site is zoned A-2-B-4 (Agricultural Residential District, 4 Acre Building Site Combining District) and its land use designation is "Rural Residential" in the *Janesville Planning Area, 1993*, and the *Lassen County General Plan, 2000*. The project site is located approximately 2,000 feet west of the northern intersection of Cut Off Road and U.S. Highway 395 at 708-375 Wingfield Road East, Janesville, CA 96114 APN: 129-660-06. Staff Contact: Stefano Richichi, Assistant Planner

Committee Members: Planning Director
Building Official
Planning Commissioner

Agenda Only: County Counsel
County Clerk
County Administrative Officer
Board of Supervisors
County Times
Applicant

Lassen County Planning and Building Services (530) 251-8269

NOTICE OF CANCELLATION

THE MARCH 1, 2017, *REGULARLY SCHEDULED MEETING* OF THE LASSEN COUNTY PLANNING COMMISSION HAS BEEN CANCELLED.

THE NEXT REGULARLY SCHEDULED LASSEN COUNTY PLANNING COMMISSION WILL BE HELD ON **APRIL 5, 2017, IN THE BOARD OF SUPERVISORS CHAMBERS, 707 NEVADA STREET, SUSANVILLE CA.**

For questions, please contact the Lassen County Department of Planning and Building Services, (530) 251-8269.



68d

Lassen Transit Service Agency



LARRY MILLAR, Executive Director

CYNTHIA RASCHEIN, Transportation Project Manager

DAVID KNAUT, Assistant Transportation Planner

707 Nevada Street, Suite 4
Susanville, CA 96130

☎ 530 / 251-8305
FAX: 530 / 251-2675
lassentransportation.org

LTSA/J-2
2017/65


Distribution Date: March 1, 2017

To: THE LASSEN TRANSIT SERVICE AGENCY

Kathie Garnier, Chairman (City Council)
Brian Wilson (City Council)
Rod DeBoer (City Council)

Jeff Hemphill Vice Chairman (Co. Supervisor)
David Teeter (Co. Supervisor)
Aaron Albaugh (Co. Supervisor)

From:


Larry D. Millar, Executive Director

Subject:

REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY

The regular meeting of the LASSEN TRANSIT SERVICE AGENCY (LTSA) has been scheduled for **Monday, March 6, 2017**, immediately following the meeting of the Lassen County Transportation Commission at the **Lassen County Board of Supervisors Chambers**, 707 Nevada Street, Susanville, CA. The agenda is as follows:

Page Item

- | | | | |
|----|-----|--|--|
| | (1) | CONVENE | |
| | 1.1 | <u>Agenda Approval:</u> Additions and deletions | <u>Motion Required</u> |
| 1. | 1.2 | <u>Minutes Approval:</u> February 6, 2017 Commissioners present: Albaugh, Garnier, Hemphill, Teeter and Wilson. Commissioners Absent: DeBoer | <u>Motion Required</u> |
| | (2) | CORRESPONDENCE/PUBLIC COMMENT | |
| | 2.1 | <u>Correspondence:</u> | |
| | 2.2 | <u>Public Comment:</u> Matters brought forth by the Public. | |
| 3. | (3) | NEW BUSINESS | |
| | 3.1 | <u>Riverside Bus shelter:</u> Provide direction to staff on procedure for dealing with non-transit related activities at bus shelters. | <u>Information and Possible Action</u> |
| | (4) | OTHER BUSINESS | |
| | 4.1 | <u>Reports by Executive Director and Staff:</u> | |

**LASSEN COUNTY BEHAVIORAL HEALTH
ADVISORY BOARD MEETING**

March 13, 2017 5:30 P.M.

1400A Chestnut Street, Susanville, CA 96130

Telephone: 251-8108

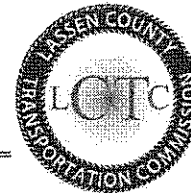
AGENDA

1. Call to Order
2. Approval of the Agenda – Action
3. Approval of the minutes – November 2016 and February 2017
4. Public Comment* - Information
5. Aurora
6. Department Report
7. Peer Training
8. NAMI
9. MHSA – Tiffany Armstrong
10. Chair Position Opening – Carolyn Glenn resigning
11. Consideration of Future Agenda Items
10. Next Meeting Date and Time
11. Adjournment

- * Any person desiring to address the Board shall first secure permission of the presiding officer.
- * Speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item. Cards are available on the table by the door and shall be completed and presented to the Secretary in advance of speaking.
- * Matters under the jurisdiction of the Board, and not on the Agenda, may be addressed by the Public at the time provided in the Agenda under Public Comment. The Board limits testimony on those items to three minutes per person and no more than three individuals shall address the same subject.

98f

LASSEN COUNTY TRANSPORTATION COMMISSION REGIONAL TRANSPORTATION PLANNING AGENCY



RICHARD EGAN, Executive Secretary

CYNTHIA RASCHEIN, Transportation Project Manager

707 Nevada Street, Suite 4
Susanville, CA 96130

☎ (530) 251-8260
FAX: (530) 251-2675
lassentransportation.org

LCTC/T-2
2017/67

Date Posted: March 1, 2017

To: **THE LASSEN COUNTY TRANSPORTATION COMMISSION:**

Kathie Garnier, Chairman (City Council)
Brian Wilson (City Council)
Rod DeBoer (City Council)

Jeff Hemphill Vice Chairman (Co. Supervisor)
David Teeter (Co. Supervisor)
Aaron Albaugh (Co. Supervisor)

Cynthia M. Raschein

for From: Richard Egan, Executive Secretary

Subject: **REGULAR MEETING OF THE LASSEN COUNTY
TRANSPORTATION COMMISSION**

The regular meeting of the Lassen County Transportation Commission has been scheduled for **Monday, March 6, 2017 at 1:00 p.m.** The meeting will be held at the Lassen County Board of Supervisors Chambers, 707 Nevada Street, Susanville, CA. The agenda is as follows:

Page (1) **CONVENE**

1.1 **Pledge of Allegiance**

1.2 **Agenda Approval:** Additions and deletions

Motion Required

1. 1.3 **Minutes Approval:** February 6, 2017 Commissioners Present: Wilson, Hemphill, Garnier, Albaugh, and Teeter.

Motion Required

(2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None

2.2 **Public Comment:** Matters brought forth by the Public

(3) **REPORTS**

3.1 **Reports by Caltrans, CHP, City of Susanville, County of Lassen, and LCTC staff:**

- Caltrans report (Caltrans)
- California Highway Patrol Report (CHP) - Report on Local Projects
- City of Susanville Report (City)
- County of Lassen Report (County)
- Susanville Indian Rancheria Report (SIR)
- Executive Secretary Report (LCTC Staff)
- 4. - Summary of Commission Financial Activities

www.lassentransportation.com

- (4) **NEW BUSINESS**
9. 4.1 1:00 p.m. Unmet Needs Public Hearing: 1) Recite opening statement for the public hearing, and 2) open the public hearing to receive public comment on potential Unmet Transit Needs within the jurisdiction of the Commission, and 3) by motion, direct staff to perform analysis of public comments for final adoption
Motion Required
11. 4.2 Fiscal and Triennial Audit Request for Proposals: By motion, authorize staff to circulate new Request for Proposals for audit services and consider appointing an evaluation committee to review received proposals for a recommendation to the Commission
Motion Required
15. 4.3 Amend Authorized Agent for Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA): By motion, amend the existing Authorized Agent for the PTMISEA program to Richard Egan, Executive Secretary OR Cynthia Raschein, Transportation Project Manager
Motion Required
17. 4.4 Amend Authorized Agent for California Office of Emergency Services (Cal OES): By motion, amend the existing Authorized Agent for the Cal OES program to Richard Egan, Executive Secretary OR Cynthia Raschein, Transportation Project Manager
Motion Required
19. 4.5 Amend Authorized Agent for Low Carbon Transit Operations Program (LCTOP): By motion, amend the existing Authorized Agent for the LCTOP program to Richard Egan, Executive Secretary OR Cynthia Raschein, Transportation Project Manager
Motion Required
22. 4.6 Planning, Programming and Monitoring Agreement: By motion, 1) Adopt Resolution 17-03, executing the State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) Agreement for 2016/2017 PPM funds, and 2) authorize Executive Secretary to sign agreements, and submit all documentation necessary to receive PPM funding per the agreement
Motion Required
30. 4.7 Application for 2015/2016 and 2016/2017 California Transit Security Grant Program funds: By motion, adopt Resolution 17-04 authorizing Executive Secretary to 1) sign all necessary documents to acquire the grant funds for this project, and 2) implement appropriate transit safety and security improvements upon approval of the application
Motion Required
33. 4.8 Transportation Funding/Reform, Assembly Bill 1: Provide direction to staff
Information and Possible Action
41. 4.9 Identify and apply for projects for Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funding: Provide direction on

potential projects based on the PTMISEA eligible projects list, and by motion, adopt Resolution 17-05 authorizing the Executive Secretary to sign and submit all documents necessary to request funding

Motion Required

49. 4.10 Low Carbon Transit Operations Program (LCTOP) Allocation Request: By motion, 1) adopt Resolution 17-06 authorizing the request for funds from the LCTOP program, and designating the Executive Secretary as Authorized Agent on behalf of the Commission, and 2) authorize Executive Secretary to sign agreements, and submit all documentation necessary to receive LCTOP funding

Motion Required

52. 4.11 State Transportation Improvement Program (STIP) Amendment: By motion, 1) identify projects from the adopted 2019 STIP to amend and/or delete in order to provide additional funding to project number PPNO2121A, Skyline Road East/Extension, and 2) move construction funding from FY 17/18 to FY 18/19; and 3) adopt Resolution 17-07, amending the STIP and authorizing the Executive Secretary to execute and submit all documents necessary to amend the STIP on behalf of the Lassen County Transportation Commission (LCTC).

Motion Required

58. 4.12 Contract for Services between Lassen County and the Lassen County Transportation Commission: By motion, relieve County Counsel as the primary counsel to the Commission, and designate alternate primary counsel.

Motion Required

59. 4.13 Contract for Services between Lassen County and the Lassen County Transportation Commission: By motion, notify Lassen County of Termination of the Agreement between Lassen County and the Lassen County Transportation Commission, and/or provide direction to staff

Motion Required

(5) OTHER BUSINESS

5.1 Matters brought forth by the Commission

5.2 Set date for the next Regular Commission meeting for April 10, 2017

5.3 Adjourn

cc: Board of Supervisors (Chris Gallagher, alternate for Albaugh & Teeier; Tom Hammond, alternate for Hemphill); City Council members (Joe Franco, Alternate; Kevin Stafford, Alternate); Caltrans District 2 (Dave Moore, Kathy Grah, Tamara Rich); Caltrans Susanville Office (Cliff Bettencourt); CHP (Joe Micheletti); Lassen County (Richard Egan, Larry Millar, Cynthia Raschein, Bob Burns, Nancy Summers, Cheryl Strange, Melody Brawley, Diana Wemple, Julie Bustamante, Susan Osgood, Maurice Anderson); City of Susanville (Jared Hancock, Craig Sanders, Gwenna MacDonald, Dan Newton, Dan Gibbs, John King); Lassen Rural Bus (Ron Leal, Wanda Gray, Christie Scheffer); Susanville Indian Rancheria (Jim Mackay, Wanda Brown); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/IDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Lori McDonald); Lassen Community College (Dr. Marlon Hall, Dave Clausen)

ITEMS SCHEDULED FOR FUTURE MEETINGS:

- 2015/16 final audit
- Draft Overall Work Program
- Amended Purchasing Policy
- Unmet Needs final adoption

989

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE(S)

ABC 211 (6/99)

TO: Department of Alcoholic Beverage Control
 1900 CHURN CREEK RD
 STE 215
 REDDING, CA 96002
 (530) 224-4830

File Number: **579051**
 Receipt Number: **2413258**
 Geographical Code: **1800**
 Copies Mailed Date: **February 27, 2017**
 Issued Date:

DISTRICT SERVING LOCATION: **REDDING**

First Owner: **LASSEN RV RESORT, INC**
 Name of Business: **LASSEN RV RESORT**
 Location of Business: **548-335 OLD HIGHWAY RD**
MCARTHUR, CA 96056

County: **LASSEN**Is Premise inside city limits? **No** Census Tract **0401.00**

Mailing Address:
 (If different from
 premises address)

Type of license(s): **41**

Transferor's license/name:

Dropping Partner: Yes ☐ No ☒

License Type	Transaction Type	Fee Type	Master	Dup	Date	Fee
41 - On-Sale Beer And Wine	ANNUAL FEE	NA	Y	0	02/27/17	\$350.00
41 - On-Sale Beer And Wine	ORIGINAL FEES	NA	Y	0	02/27/17	\$300.00
NA	FEDERAL FINGERPRINTS	NA	N	2	02/27/17	\$48.00
NA	STATE FINGERPRINTS	NA	N	2	02/27/17	\$78.00
Total						\$776.00

Have you ever been convicted of a felony? **No**

Have you ever violated any provisions of the Alcoholic Beverage Control Act, or regulations of the
 Department pertaining to the Act? **No**

Explain any "Yes" answer to the above questions on an attachment which shall be deemed part of this application.

Applicant agrees (a) that any manager employed in an on-sale licensed premises will have all the qualifications
 of a licensee, and (b) that he will not violate or cause or permit to be violated any of the provisions of the
 Alcoholic Beverage Control Act.

STATE OF CALIFORNIA County of **LASSEN**Date: **February 27, 2017**

Under penalty of perjury, each person whose signature appears below, certifies and says: (1) He is an applicant, or one of the applicants, or an executive officer of the applicant corporation, named in the foregoing application, duly authorized to make this application on its behalf; (2) that he has read the foregoing and knows the contents thereof and that each of the above statements therein made are true; (3) that no person other than the applicant or applicants has any direct or indirect interest in the applicant or applicant's business to be conducted under the license(s) for which this application is made; (4) that the transfer application or proposed transfer is not made to satisfy the payment of a loan or to fulfill an agreement entered into more than ninety (90) days preceding the day on which the transfer application is filed with the Department or to gain or establish a preference to or for any creditor or transferor or to defraud or injure any creditor of transferor; (5) that the transfer application may be withdrawn by either the applicant or the licensee with no resulting liability to the Department.

Effective July 1, 2012, Revenue and Taxation Code Section 7057, authorizes the State Board of Equalization and the Franchise Tax Board to share taxpayer information with Department of Alcoholic Beverage Control. The Department may suspend, revoke, and refuse to issue a license if the licensee's name appears in the 500 largest tax delinquencies list. (Business and Professions Code Section 494.5.)

Applicant Name(s)

Applicant Signature(s)

See 211 Signature Page

LASSEN RV RESORT, INC

98h

**Lassen-Plumas-Sierra Community Action Agency
Regular Board of Directors Meeting**

**Business Career Network, Lassen Room
1616 Chestnut Street
Susanville, CA 96130**

Thursday, March 16, 2017 – 10:00 AM

- I. Roll Call**
- II. Approval of Agenda – Motion**
- III. Approval of Minutes – November 10, 2016 meeting (Attachment I) – Motion**
- IV. Resignation of Pat Fox, Plumas County Community Seat (Attachment II) -- Report**
- V. Welcome David Teeter, Lassen County Supervisor & LPSCAA Lassen Public Seat**
- VI. Subgrantee Presentation – Kirby Livley, Deputy Director, Lassen Family Services**
- VII. Capacity Building—CalCAPA Funding for Northern Regional Community Action Agencies – Report**
- VIII. Update on Organizational Standards (Attachment III) – Report**
- IX. Finance Report (Attachment IV) – Report**
- X. Grant Writing Report (Attachment V) – Report**
- XI. 2018/2019 Community Action Plan (Attachment VI) – Report**
- XII. Staff Report (Attachment VII, VIII) – Report**
- XIII. Board of Directors Announcements and Reports.**
- XIV. Public Comment**
- XV. Determination of next meeting, location, date and time.**
- XVI. Adjournment**