

G7a

LASSEN COUNTY AIR POLLUTION CONTROL DISTRICT GOVERNING BOARD

GOVERNING BOARD

Rod DeBoer
Joe Franco
Chris Gallagher
Tom Hammond
Kevin Stafford
David Teeter

Staff

Dan Newton
Air Pollution Control Officer
Erik Edholm
Air Quality Engineer
Krystle Hollandsworth
Administrative Staff Assistant

LASSEN COUNTY AIR POLLUTION CONTROL DISTRICT GOVERNING BOARD MEETING

City Council Chambers
66 N. Lassen Street, Susanville, CA 96130

Agenda
Tuesday, March 14, 2017

3:00 p.m.

ADDRESSING THE BOARD

- * Any person desiring to address the Board shall first secure permission of the presiding officer.
- * 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 of Directors will not take action on any subject that is not on the Agenda.

- A. CALL TO ORDER**
- B. ROLL CALL OF BOARD OF DIRECTORS**
- C. AGENDA APPROVAL**
- D. APPROVAL OF MINUTES FOR THE MEETING OF: December 13, 2016**
- E. BOARD MEMBER ISSUES/REPORTS**
- F. CORRESPONDENCE**
- G. PUBLIC COMMENT**

(Any person may address the Board at this time to comment on any subject not on the agenda. However, the Board may not take action other than to direct staff to agendize the matter at a future meeting).

H. MATTERS FOR BOARD CONSIDERATION

1. **Subject:** Election of Chair and Vice Chair for 2017
Recommendation: Conduct Election
- PG. 4 2. **Subject:** Report on District Activities
Recommendation: Information only/Receive Report
- PG. 5 3. **Subject:** District Financial Report
Recommendation: Information only/Receive Report
- PG. 8 4. **Subject:** Audit Report 2015/2016
Recommendation: Approve Resolution 16-06 accepting Audit Report for Fiscal Year 2015-16
- PG. 43 5. **Subject:** 2016/2017 Audit Engagement Letter Badawi and Associates
Recommendation: Approve Resolution 16-07 authorizing Chairman to sign and submit audit engagement letter for Fiscal Year 2016-17
- PG. 51 6. **Subject:** Second time extension for Sacred Heart Ranch Carl Moyer Project Agreement 18-17-CMP-05
Recommendation: Approve Resolution 16-08 authorizing APCO to execute Amendment No. 2 Agreement 18-17-CMP-05

I. ADJOURN

NEXT SCHEDULED GOVERNING BOARD MEETING April 11, 2017

G7b

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 15, 2017 * 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 17-5364

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 CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: All
 - 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: 116-180-04
 Agency negotiator: Jared G. Hancock
 Negotiating parties: City of Susanville/Various Ground Leases
 Under negotiation: Lease Terms
 - C CONFERENCE WITH LEGAL COUNSEL Anticipated litigation – pursuant to Government Code 54956.9(d)(2): one
- 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:*
 1. Welcome Home Vietnam Veteran's Day Proclamation
 2. Walk a Mile Proclamation

3. Councilmember Service Recognition – Rod E. De Boer

5 **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject **not on the agenda** within the jurisdiction of the City Council. However, any matter 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 15, 2017 meeting
- B Approve vendor warrants numbered 99781 through 99884 for a total of \$252,172.41 including \$148,810.80 in payroll warrants

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of **Resolution No. 17-5356** authorizing street closure, waiver of park fees and approve service of alcoholic beverages for the Main Cruise event on June 23-24, 2017
- B Consider approval of **Resolution No. 17-5357** approving online user license agreement with ParcelQuest and authorizing City Administrator to sign agreement
- C Consider approval of **Resolution No. 17-5359** authorizing Mayor to execute annual Certificate of Army materiel Status for Uh-1 Huey and AH-1 Cobra Helicopter at Susanville Municipal Airport
- D Consider approval of **Resolution No. 17-5360** authorizing annual certification of Materiel Status for the GPF M1917/18 Series Gun at Memorial Park
- E Consider request to sell Susanville Municipal Airport Hangar #28
- F Consider request for Park Fee Waiver for the Lassen Family Services 4th Annual "Walk a Mile" event
- G Consider **Resolution No. 17-5361** approving fiscal year 2016-2017 mid-year budget adjustment
- H Consider **Resolution No. 17-5362** approving and authorizing the City Administrator to execute agreement for auditing services with Badawi & Associates for the fiscal year 2016-2017
- I Consider approval of **Resolution 17-5363** authorizing Building Permit Fee Waiver for flood damaged properties
- J Review of Options to Fill City Council Vacancy created by the Resignation of Rod De Boer

- 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 K-9 Program Update
- 14 COUNCIL ITEMS:
A AB1234 travel reports;
- 15 ADJOURNMENT:
▪ The next regular City Council meeting will be held on April 5, 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 15, 2017 in the areas designated on March 10, 2017.

Gwenna MacDonald, City Clerk

67c

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
lassenransportation.org

LTSA/J-2
2017/77

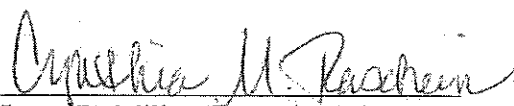
Distribution Date: March 9, 2017

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:


for: Larry D. Millar, Executive Director

Subject:

SPECIAL MEETING OF THE LASSEN TRANSIT SERVICE AGENCY

The special meeting of the **LASSEN TRANSIT SERVICE AGENCY (LTSA)** has been scheduled for **Tuesday, March 14, 2017 at 3:30 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 Item

- (1) CONVENE
1.1 Pledge of Allegiance

Motion Required

- 1.2 Agenda Approval: Additions and deletions

Motion Required

- (2) **CORRESPONDENCE/PUBLIC COMMENT**

- 2.1 Correspondence:

- 2.2 Public Comment: Matters brought forth by the Public.

- (3) **NEW BUSINESS**

1. 3.1 Donations for Blue Star Moms: Approve that Lassen Rural Bus can accept donations for care packages to military in exchange for a free bus ride (one trip) and authorize the staff of Lassen Transit Service Agency to work with the Blue Star Moms to schedule a date (one day) for the event.

Motion Required

3. 3.2 Bus shelter for Susanville Community Pool: Approve the design for the bus shelter at the community pool and authorize the Executive Director to purchase the bus shelter within the budget of the allocated funds.

Motion Required

11. 3.3 Susanville Community Pool Bus Stop: Approve alternative route option in order to service community pool and set a beginning and end date of the service to the pool.
Motion Required

(4) **OTHER BUSINESS**

4.1 Reports by Executive Director and Staff:

-

4.2 Matters brought forth by the Agency

4.3 Set date for the next Regular Agency Meeting for May 8, 2017

4.4 Adjourn

cc: Board of Supervisors (Chris Gallagher, alternate for Albaugh & Teeter; 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, Lary 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/JDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Lori McDonald); Lassen Community College (Dr. Marlon Hall, Dave Clausen)

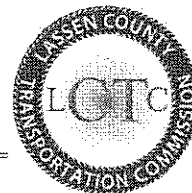
ITEMS FOR FUTURE MEETINGS

- Annual Audit
- Discuss locations for bus stop improvements

G7d

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
lassen transportation.org

LCTC/T-2
2017/80

Date Posted: March 10, 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
From: Richard Egan, Executive Secretary

Subject: SPECIAL MEETING OF THE LASSEN COUNTY
TRANSPORTATION COMMISSION

The special meeting of the Lassen County Transportation Commission has been scheduled for **Tuesday, March 14, 2017, at 4:00 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**

(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:
If needed

(4) **NEW BUSINESS**

1. 4.1 State Transportation Improvement Program (STIP) Amendment: By motion, 1) 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); or 2) reprogram existing projects to fully fund the Skyline project; or 3) remove the Skyline Extension project from the STIP; or 4) take no action; or 5) provide direction to staff

Motion Required

www.lassen transportation.com

10. 4.2 Contract for Services between Lassen County and the Lassen County Transportation Commission: Receive report and provide direction to staff

Information and Possible Action

(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 & Teeter; 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/JDX; 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

67e



Serving
Seniors
In
Lassen,
Modoc,
Shasta,
Siskiyou,
&
Trinity
Counties

Les Baugh
Chairman,
PSA 2 Executive Board

Peggy Wood
Chairman,
PSA 2 Advisory Council

Teri Gabriel
Executive Director,
PSA 2 AAA

PSA 2 Area Agency on Aging

Meeting of the PSA 2 AAA EXECUTIVE BOARD

Monday, March 20, 2017, 10:30 a.m.
Mountain Senior Center
20635 Roff Way
Burney, CA

AGENDA

(Items may not be heard in the order posted)

1. **Call to Order** (Executive Board Chairman, Les Baugh)
2. **Roll Call** (Establishment of a quorum / Introductions & Welcomes)
3. **Election of Officers*** (Chairman & Vice-Chairman)
4. **Approval of Agenda*** (Changes, additions and/or deletions)
5. **Approval of Consent Agenda*** (Topics in this category may be voted on in a block as one item)
 - a. Minutes of the Executive Board Meeting (November 7, 2016 & November 21, 2016)
 - b. Director's Administrative Report (November & December, 2016 and January & February, 2017)
 - c. Financial Package & Check Register (November & December, 2016 and January & February, 2017)
6. **Open Session** (Opportunity to hear comments from the public)
7. **Executive Board's Report** – Board Members Service Recognition and Introduction of New Board Members
8. **Advisory Council Report** – Advisory Council Chairman, Peggy Wood
 - Report on Advisory Council Activities
 - Follow Up Discussion on Physical Activity Questionnaire
 - Update on New Advisory Council Appointments

9. **Executive Director's Report** – Executive Director, Teri Gabriel
 - a. Status of RFP Process for Modoc County
 - b. FY 17/18 Area Plan Update Public Hearing
 - c. Update on Direct Information & Assistance Program Services
 - d. Service Provider Program & Fiscal Monitoring
 - e. Other Agency Activity
10. **Health Insurance Counseling and Advocacy Program (HICAP) Report** – Program Manager, Debbie Weiland
11. **Ombudsman Program Report** – Program Manager, Tracy Barber
12. **Approval of Executive Board Members Assigned to Request for Proposal (RFP) Review Committee and RFP Appeals Review Committee***
13. **Follow up on Executive Board Budget Workshop**
14. **Approval of New Executive Board Signer and Removal of Former Signer for AAA Checking Account***
15. **Approval of Audited Financial Statements for FY Ended June 30, 2016***
16. **New Business:**
 - Volunteer Appreciation Event – Redding, Friday, April 7, 2017
 - Next Meeting – Burney, April 17, 2017
17. **Old Business:**
18. **Correspondence:**
 - Incoming** – Letter of Executive Board Resignation – Kay White
 - Outgoing** – None
19. **Adjournment**

***Indicates Possible Board Action**

Attachments:

Executive Board Meeting Minutes (November 7, 2016 & November 21, 2016)
Director's Administrative Report (November & December, 2016 and January & February, 2017)

Financial Package & Check Register (November & December, 2016 and January & February, 2017)
Executive Board Resignation Letter from Kay White
HICAP Program Report
Ombudsman Program Report
Audited Financial Statements for FY Ended June 30, 2016
Executive Board Roster

NOTE: WHILE THIS MEETING IS ANTICIPATED TO ADJOURN BY 12:30,
MEMBERS MAY CHOOSE TO BRING A LUNCH

Agenda Authored by T. Gabriel, PSA 2 Executive Director. Questions regarding the agenda may be directed to T. Gabriel.

PSA 2 Area Agency on Aging Executive Board Members

		Alternates
Lassen County	David Teeter <i>Vacant</i>	Jeff Hemphill
Modoc County	Patricia Cullins Roberta Hohman	David Allan
Shasta County	Les Baugh – <i>Chairman</i> Richard Kuhns, Psy.D	Steven Morgan
Siskiyou County	Ed Valenzuela Marie Ingram	Lisa Nixon
Trinity County	John Fenley – <i>Vice-Chairman</i> Sandy Bechtold	Judy Morris

*****MEETING CANCELLATION PROCEDURES*****

If it is necessary to cancel a meeting due to inclement weather or other unforeseen circumstances, the Area Agency staff will attempt to notify Executive Board members via e-mail and/or telephone the day prior to the meeting. If weather conditions are questionable and you have not been contacted, please call the Area Agency on Aging at (530) 842-1687.

NEXT MEETING:

EXECUTIVE BOARD MEETING

Monday, April 17, 2017

10:30 a.m.

Burney