
CITY OF SUSANVILLE
66 N. Lassen Street • Susanville CA
Quincy McCourt, Mayor
Thomas Herrera, Mayor pro tem
Russ Brown • Mendy Schuster • Kevin Stafford

Susanville City Council
Regular Council Meeting • City Council Chambers
Wednesday, February 7, 2024 – 4:30 PM

CALL TO ORDER
ROLL CALL

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 EMPLOYEE** - pursuant to Government Code Section §54957
 1. Public Safety Chief
4. **RETURN TO OPEN SESSION:** *(recess if necessary)*
 - Reconvene in open session at 5:00pm
 - Pledge of allegiance
 - Invocation
 - Report any changes to agenda
 - Report any action out of Closed Session
 - 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.*
 - 6.A [Minutes of the City Council's January 17, 2024 regular meeting](#)
7. **PUBLIC HEARINGS:**
8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**
9. **NEW BUSINESS:**
 - 9.A [Consider purchase of Hangar #29 at the Susanville Municipal Airport](#)
 - 9.B [Consider Resolution No. 24-6273, authorizing the Public Works Director to execute a contract with Digital Dreams Come True Inc. for security access and cameras at the Public Works](#)

office and equipment yard at 720 South Street and authorizing the Finance Director to adjust the budget as necessary.

- 9.C Consider Ordinance No. 23-1042, Amending Section 2.08 to change the title of the City Administrator to City Manager and to update the entire city code to change all references to the City Administrator to the City Manager

10. **SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY:** No business.

11. **SUSANVILLE MUNICIPAL ENERGY CORPORATION:** No business.

12. **CONTINUING BUSINESS:**

12.A Consider proposed ARPA fund expenditures

13. **CITY ADMINISTRATOR'S REPORTS:**

13.A Department Reports

14. **FUTURE COUNCIL ITEMS:**

14.A Future Council Items

15. **ADJOURNMENT:**

- **The next regular meeting of the Susanville City Council will be held on February 21, 2024 at 4:30PM.**

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.net, 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, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for February 7, 2024 in the areas designated on February 2, 2024.

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 7, 2024

SUBJECT: Minutes of the City Council's January 17, 2024 regular meeting

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's January 17, 2024 regular meeting.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to waive the reading of and approval to receive and file the City Council's January 17, 2024 regular meeting.

ATTACHMENTS:
[240117cc.min.draft.pdf](#)

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, JANUARY 17, 2024 – 4:30 PM

Mayor McCourt called the meeting to order at 5:00pm and stated that the meeting is starting at 5:00pm tonight as there was no closed session.

Roll Call of Councilmembers Present: Herrera, Schuster, Brown, McCourt, Stafford

1. APPROVAL OF AGENDA:

Moved by Schuster; seconded by Herrera to approve.

Motion Carried: 5 - 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): No closed session.

3. CLOSED SESSION: No business.

4. RETURN TO OPEN SESSION:

The Pledge of Allegiance and Invocation were provided.

Mayor McCourt presented a proclamation recognizing Lassen County School Board members.

5. BUSINESS FROM THE FLOOR:

Jim McCarthy, public, recognized Sam Williams for his contributions in delivering news to the community.

Carla Dollar, Board President of Best of Broadway, provided information related to events and the shows that Best of Broadway puts on in the community. She continued by requesting that ARPA funds be used to help them with repairs needed at the Veteran's Hall or to purchase a place that is safe and permanent for a performing arts center. She added that the Symphony, the Nutcracker, Dancing for a Brand New Me, local dance teams, etc. would all have a much needed place to perform.

Julianne Pepetone, public, also stated her support for a performing arts center as the community should have something local that can be used.

Melissa Chandler, parent partner with the Wrap Around Program, provided information on their program.

John Chan, Shine, requested \$15,000 in APRA funds to pay for an official skate park design.

6. CONSENT CALENDAR:

Moved by Schuster; seconded by Herrera to approve.

Motion Carried: 5 - 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

6.A Minutes of the City Council's January 3, 2024 regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's January 3, 2024 regular meeting.

[240103cc.min.draft.pdf](#)

6.B Monthly Financial Reports April-September 2023

Motion to receive and file monthly financial reports for April - September 2023.

[Fund Balances Report_2023_04.pdf](#)

[Daily Deposit Report 04_2023 US Bank.pdf](#) [Cash Report 04_2023 US Bank.pdf](#)

[Fund Balances Report_2023_05.pdf](#)

[Daily Deposit Report 05_2023 US Bank.pdf](#)

[Cash Report 05_2023 US Bank.pdf](#)

[Fund Balances Report_2023_06.pdf](#)

[Daily Deposit Report 06_2023 US Bank.pdf](#)

[Cash Report 06_2023 US Bank.pdf](#)

[Daily Deposit Report APR-JUNE 2023 TRICOUNTIES.pdf](#)

[Cash Report APR.MAY.JUNE TRICOUNTIES.pdf](#)

[Income Statement 6.30.23.pdf](#)

[Fund Balances Report_2023_07.pdf](#)

[Daily Deposit Report 07_2023 US Bank.pdf](#)

[Cash Report 07_2023 US Bank.pdf](#)

[Fund Balances Report_2023_08.pdf](#)

[Daily Deposit Report 08_2023 US Bank.pdf](#)

[Cash Report 08_2023 US Bank.pdf](#)

[Fund Balances Report_2023_09.pdf](#)

[Daily Deposit Report 09_2023 US Bank.pdf](#)

[Cash Report 09_2023 US Bank.pdf](#)

[Daily Deposit Report JUL-SEPT 2023 TRICOUNTIES.pdf](#)

[Cash Report JUL.AUG.SEPT TRICOUNTIES.pdf](#)

[Income Statement 9.30.23.pdf](#)

6.C Vendor and payroll warran Motion to receive and file [01-04-24.pdf](#)

[01-10-24.pdf](#)

[01-11-24.pdf](#)

[12-28-23.pdf](#)

[12-29-23.pdf](#)

7. **PUBLIC HEARINGS:** No business.

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Mayor McCourt offered the Land Acknowledgement Statement and the city's Mission Statement was also provided by staff.

9. **NEW BUSINESS:**

9.A Consider **Resolution No. 24-6271**, authorizing the Public Works Director to execute a contract amendment with StoneCo Construction to haul the remaining street sweeping pile from the Sierra Road property and authorize the finance director to make necessary budget adjustments.

Bob Godman, Public Works Director, provided an explanation of the item and requested approval of Resolution No. 24-6271.

[StoneCo Change Order Quote.pdf](#)

[24-6271.pdf](#)

Motion to approve Resolution No. 24-6271, authorizing the Public Works Director to execute a contract amendment StoneCo Construction to haul the remaining street sweeping pile from the Sierra Road property and authorize the finance director to make necessary budget adjustments.

Moved by Brown; seconded by Stafford to approve.

Motion Carried: 5- 0
Voting For: McCourt, Stafford, Herrera, Schuster, Brown
Voting Against: None

- 9.B Consider **Resolution No. 24-6272**, approving the expenditure of \$12,320 of city funds to support the preparation of the Hazard Mitigation Plan.

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 24-6272.

[24-6272.pdf](#)

Motion to approve Resolution No. 24-6272, approving the expenditure of \$12,320 of city funds to support the preparation of the Hazard Mitigation Plan.

Moved by Stafford; seconded by Herrera to approve.

Motion Carried: 5- 0

Voting For: McCourt, Stafford, Herrera, Schuster, Brown

Voting Against: None

- 9.C Local Area Revitalization Project Annual Report

Mayor McCourt introduced Mike Blaschak and David Teeter, of LARP, to provide the LARP annual report.

[Comm Garden 2023 Season Summery.pdf](#)

10. **SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY**: No business.

11. **SUSANVILLE MUNICIPAL ENERGY CORPORATION**: No business.

12. **CONTINUING BUSINESS**:

- 12.A Consider proposed ARPA fund expenditures

Mr. Newton provided an explanation of the item including an explanation of how items were reviewed within the rubric and requested Council direction.

Maria Fregulia, public, shared her appreciation for Sam Williams and his reporting. She continued that a lot of the questions she had were answered by Mr. Newton already but requested that perhaps the final decision wait until the ED Director is hired.

Leann Vanderly, public, requested ARPA funds be used to invest in Crossroads. She requested the use of \$1 million of ARPA funds to purchase Dr. Uppal's property to invest in human lives.

Jaqueline Henry, public, stated that there is \$2.5 million to spend and stated that everyone can benefit from the funding, even if people in the community received \$25,000.

Julianne Pepetone, public, stated that she just found out that the old Armory building at the fairgrounds is also no longer in use, but has new heating, etc. She added that she will come back with more numbers and additional research, but it would also be a good place for a performing arts center.

Council Member Schuster requested that the discussion be tabled, that staff direction wait until the Economic Development Director is on board, and the new council is seated as the projects decided on can not be completed in the current council's next four meetings.

Mayor pro tem Herrera stated that most jurisdictions spent their ARPA funds quickly balancing their budgets, etc. He continued that the council and staff waited and wanted to be responsible with the use of the funds. He added that he did not want to kick the can down the road and continue moving forward since the city has had the funds for four years.

Council Member Stafford requested that the council continue to move forward until their last meeting as government already takes a long time.

Council Member Brown proposed February 29th be a deadline to accept new ideas. He added that he is not opposed to making some decisions, but he also feels that both the new council members and Economic Development Director should be included.

Mayor McCourt offered his thoughts and requested to know when the deadline was to use the funds to which Mr. Newton responded that they would verify.

Mr. Newton stated that staff resources will also need to be considered.

Council Member Stafford stated that there is one thing on the list that can be done now, to pay off debt.

Jim McCarthy, public, stated that he wanted to work on the abatement programs as they are shovel ready.

Jacqui Henry, public, stated that she looks at the 115 city priorities and thinks it should be kept simple.

Mike Blaschak, public, stated that the projects on the list were mostly submitted by the public, through ClicknFix, in the council meetings, etc... and that a lot of staff time was put into making this rubric. He concluded by stating that the current council should keep moving forward.

Unidentified member of the public also requested for additional resources to add to the skate park.

Dawn Miller, public, stated her agreement with Council Member Stafford that the debt should be paid off.

Mayor McCourt inquired about the debt to which Ms. Jabbs responded that there is approximately \$1.25 million from the City Hall remodel and the Community Pool loan.

Council Member Schuster would like to see what the interest rates are for the debt to see how much we would save if paid off.

Council Member Brown agreed.

Council Member Schuster requested to see the amount of funding being requested for the abatement account.

Mayor pro tem Herrera inquired about whether or not the rubric could have a category for public commitment/assistance, etc... He also stated there may be some small funding requests such as the skatepark or the Hope Wheels item that he would like to have brought up in the next conversation. He also agreed with the debt pay off.

It was the consensus of the Council, after Mr. Newton's suggestion, to accept ideas until the next meeting on February 7th.

Mr. Newton stated that he appreciated the discussion and the direction that it was going. He stated we would bring back the numbers for the city debt as well as the amount for the abatement fund. He added that he also appreciated the discussion regarding the smaller amount items as those could be completed with limited staff requirements.

[240117 Ranked Project List.pdf](#)
[Criteria Definitions and weighting.docx](#)

12.B City Project Priorities

Mr. Newton provided an explanation of the item and requested Council direction.
No changes requested.

[240117_City_Priorities_List.pdf](#)

13. **CITY ADMINISTRATOR'S REPORTS:**

13.A Department Reports Information only.

Department updates were provided by Ms. Jabbs for the Finance Department, Mr. Godman for the Airport and the \$75,000 acquired for a project, Tom Hernandez for the Fire Department, and by Heidi Whitlock, City Clerk.

14. **FUTURE COUNCIL ITEMS:** No business.

15. **ADJOURNMENT:** Meeting adjourned at 7:09pm.

Quincy McCourt, Mayor

Approved on:

Heidi Whitlock, City Clerk

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Marci Rojas, Public Works

Action Date: February 7, 2024

SUBJECT: Consider purchase of Hangar #29 at the Susanville Municipal Airport

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: As part of the agreement between the city of Susanville and those currently owning hangars at the Susanville Municipal Airport, the city has first right of refusal when a current owner decides to sell his/her hangar. At this time, Bill Meyers, owner of Hangar #29 submitted a notice of intent to sell said hangar for \$90,000. Hangar #29 is 3,000 square feet.

The anticipated return on investment is 32 -33 years for the purchase of the hanger assuming a renter was obtained immediately, minimal repairs were required, and annual rent of \$2400.00 was collected.

FISCAL IMPACT: \$90,000 if purchased

ACTION REQUESTED: Provide direction to staff

ATTACHMENTS:
[Hangar Map.pdf](#)
[ROI_HANGAR 29.pdf](#)
[Intent to Sell-Hanger 29.pdf](#)

MAIN RUNWAY 11-29

TAXIWAY A

NEW TAXIWAY E

TAXIWAY B

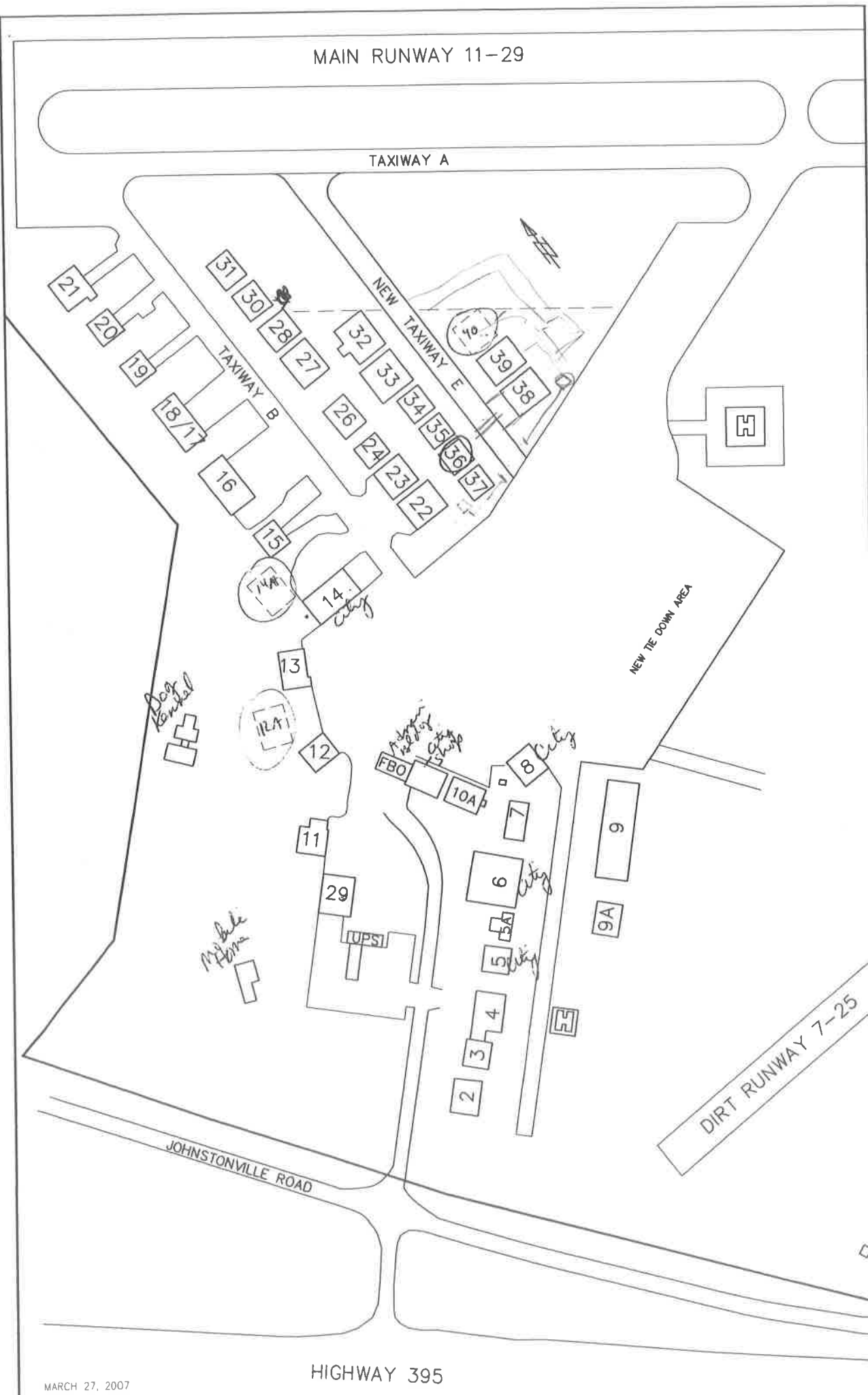
NEW TIE DOWN AREA

DIRT RUNWAY 7-25

JOHNSTONVILLE ROAD

HIGHWAY 395

MARCH 27, 2007



PURCHASE PRICE :	\$ 90,000.00	ANTICIPATED RETURN ON INVESTMENT AIRPORT HANGAR 29																	
YEARS	1	2	3	4	5	10	15	16	17	18	19	20	28	29	30	31	32	33	
	COSTS ESCALATED AT 2% ANNUALLY																		
ESTIMATED RENT INCOME	\$ 2,400	\$ 2,448	\$ 2,497	\$ 2,547	\$ 2,598	\$ 2,868	\$ 3,167	\$ 3,230	\$ 3,295	\$ 3,361	\$ 3,428	\$ 3,496	\$ 4,097	\$ 4,178	\$ 4,262	\$ 4,347	\$ 4,434	\$ 4,523	
MAINTENENACE EXPENSES	\$ 505	\$ 515	\$ 506	\$ 516	\$ 507	\$ 519	\$ 512	\$ 522	\$ 513	\$ 523	\$ 514	\$ 524	\$ 517	\$ 517	\$ 517	\$ 517	\$ 517	\$ 517	
NET ANNUAL REVENUE	\$ 1,895	\$ 1,933	\$ 1,991	\$ 2,031	\$ 2,091	\$ 2,349	\$ 2,655	\$ 2,708	\$ 2,782	\$ 2,837	\$ 2,914	\$ 2,972	\$ 3,580	\$ 3,661	\$ 3,745	\$ 3,830	\$ 3,917	\$ 4,006	
CUMMULATIVE REVENUE	\$ 1,895	\$ 3,828	\$ 5,819	\$ 7,850	\$ 9,940	\$ 21,159	\$ 33,809	\$ 36,517	\$ 39,299	\$ 42,136	\$ 45,050	\$ 48,022	\$ 74,480	\$ 78,142	\$ 81,887	\$ 85,717	\$ 89,634	\$ 93,640	
ROI	2%	4%	6%	9%	11%	24%	38%	41%	44%	47%	50%	53%	80%	84%	87%	90%	94%	100%	

January 8, 2024

City of Susanville
Attn: Marci Rojas
66 N. Lassen St.
Susanville, CA 96130-3904

RE: Airport Hangar #29

Dear Marci,

I intend to sell my hangar (Hangar #29) located at the Susanville Airport to Aerial Fire Support LLC, for the sum of \$90,000, pending approval from the City of Susanville. Please let me know when I am able to move forward with the sale.

Best Regards,

A handwritten signature in black ink, appearing to read "Bill Myers", is written over a horizontal line.

Bill Myers

Date

707-479-3281 Cell
708-200 Wingfield Road E.
Janesville, CA 96114

AGENDA ITEM NO. 9.B
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Bob Godman, Public Works

Action Date: February 7, 2024

SUBJECT: Consider **Resolution No. 24-6273**, authorizing the Public Works Director to execute a contract with Digital Dreams Come True Inc. for security access and cameras at the Public Works office and equipment yard at 720 South Street and authorizing the Finance Director to adjust the budget as necessary.

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: A couple of recent thefts have highlighted the need to replace the security camera system at the Public Works Office and yard. Digital Dreams Come True Inc. of Sacramento have given Public Works a bid of \$13,317.43 to install cameras and multi format card reader for front door access. In addition there would be a five year licensing contract for both services. With these security measures it will be possible for Public Works to track and identify everyone who enters and all vehicles that drive in front of or enter the Public Works yard. This is a Public Works project the is below \$60,000 and can therefore be done through negotiated contract according to CUCCAC standards.

FISCAL IMPACT: \$13,317.43 to the Public Works 7620 budget, no impact to the General Fund.

ACTION REQUESTED: Motion to approve Resolution No. 24-6273, authorizing the Public Works Director to execute a contract with Digital Dreams Come True Inc. for security access and cameras at the Public Works office and equipment yard at 720 South Street and authorizing the Finance Director to adjust the budget as necessary.

ATTACHMENTS:
[Verkada Estimate QU-5338.pdf](#)
[24-6273.pdf](#)

Digital Dreams Come True, Inc.
 271 Opportunity St Ste I
 Sacramento, CA 95838
 +1 4157477696
 kirstin@digitaldreams.us
 www.digitaldreams.us



ADDRESS
 CA Municipality Susanville

SHIP TO
 CA Municipality Susanville

Estimate QU-5338

DATE 11/07/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
11/07/2023	LIC-TD-5Y	5-Year Intercom License	1	799.20	799.20T
11/07/2023	CB52-256TE-HW	Verkada CB52-E Outdoor Bullet Camera, 5MP, Telephoto Zoom Lens, 256GB of Storage, Maximum 30 Days of Retention	1	1,199.20	1,199.20T
11/07/2023	TD52-HW	TD52 Video Intercom	1	1,279.20	1,279.20T
11/07/2023	CD52-256E-HW	CD52-E Outdoor Dome Camera, 256GB, 30 Days Max	1	1,119.20	1,119.20T
11/07/2023	LIC-5Y	5-Year Camera License	2	719.20	1,438.40T
11/07/2023	AD33-HW	AD33 Multi-format Card Reader	1	279.20	279.20T
11/07/2023	ACC-MNT-3	L-Bracket Mount	1	103.20	103.20T
11/07/2023	ACC-MNT-11	Verkada Square Junction Box Mount	1	71.20	71.20T
11/07/2023	Shipping		1	75.00	75.00
11/07/2023	DD Install	Labor	24	150.00	3,600.00
11/07/2023	DD Material	AC wire/Cat 6 run	1	1,500.00	1,500.00T
11/07/2023	travel	Travel	1	1,250.00	1,250.00

Public Works

SUBTOTAL

12,713.80

TAX

603.63

TOTAL

\$13,317.43

Accepted By

Accepted Date

All invoices are subject to late fees after the due date.

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 7, 2024

SUBJECT: Consider **Ordinance No. 23-1042**, Amending Section 2.08 to change the title of the City Administrator to City Manager and to update the entire city code to change all references to the City Administrator to the City Manager

PRESENTED BY: Margaret Long, City Attorney

SUMMARY: During the January 3, 2024 meeting, the City Council approved an amended employment agreement with City Administrator, Dan Newton. One of the approved changes was the title of the position as the duties being performed are more in line with a City Manager. However, to make this change, the city's municipal code must also be amended.

FISCAL IMPACT: None.

ACTION REQUESTED: Waive first reading and introduce Ordinance No. 23-1042, Amending Section 2.08 to change the title of the City Administrator to City Manager and to update the entire city code to change all references to the City Administrator to the City Manager

ATTACHMENTS:
[24-1042.pdf](#)

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: February 7, 2024

SUBJECT: Consider proposed ARPA fund expenditures

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: On December 20, 2023, City Council discussed the proposed expenditure of ARPA funds. The discussion included the list of projects received and ranking criteria.

On January 17, 2024, City Council again discussed the proposed expenditure of ARPA funds. The discussion included a ranked list of projects. Council directed staff to bring back a report regarding the city's debt pay-off amount, including interest savings if the loans were paid off, and a plan on bolstering the city's code enforcement program. Staff will provide reports on both of these items at the meeting. In addition, the City Council set February 7, 2024 as the deadline for submitting requests for the use of ARPA funds.

The Council may wish to consider directing staff to prepare an ARPA expenditure plan based on the discussed ranking criteria, with consideration of previously discussed funding categories and any other consideration as directed by Council.

History:

The American Rescue Plan Act provided approximately \$3.5 million to the city of Susanville. The funds can be used for a variety of items with an expenditure/obligation deadline of December 31, 2024. On January 6, 2022 the U.S. Department of Treasury released their Final Rule for Coronavirus State and Local Fiscal Recovery (SLFRF) under ARPA. The most flexible spending category under the SLFRF grant program is "Replacement of Lost Revenue" for government services, which the final rule says generally includes any service traditionally provided by local governments. To take advantage of this category of spending, the interim rule required all grantees, regardless of size, to perform a complex calculation to determine how much revenue a locality could claim as lost. The final rule presents a significantly simpler option by permitting local governments to choose a "standard allowance" for lost revenue of \$10 million for the lifetime of their grant. Local governments may continue to use the amount provided under the calculation, but for those that select the standard allowance, they may use up to \$10 million for government services with

streamlined reporting requirements compared to those that choose to stay with their calculated amount. In practice, almost no Non-Entitlement Unit of local governments received a grant larger than \$10 million under the SLFRF program. So in effect, the rule excuses almost local governments with fewer than 50,000 residents who received their grant through their state from requirements associated with the calculation of lost revenue, if they choose, and instead allows all those smaller cities and towns to claim the standard allowance. The city has approximately \$2.5 million in ARPA funds remaining. At previous council meetings the City Council discussed apportioning the funds to the following categories: \$1,000,000 for economic development as an external investment. For example, improving Main St. building facades. \$500,000 for economic development as an internal investment. For example, hiring an outside firm to provide professional development training to city staff and recommend improvements to development processes. \$500,000 for marketing Susanville and \$500,000 for city facility repairs and improvements. Input has been provided by the public as well as city staff and council members.

FISCAL IMPACT:

Expenditure of approximately \$2.5 million in ARPA funds.

ACTION REQUESTED:

Provide direction to staff

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 7, 2024

SUBJECT: Department Reports

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The City Administrator Reports is designed for Department Heads to address the Council on a variety of topics, is needed. Also, for the Council to address any questions or comments regarding that Department Head.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only.

ATTACHMENTS:

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 7, 2024

SUBJECT: Future Council Items

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: Any person may address the Council during Business from the Floor and throughout the City Council agenda's staff reports and agenda items. To encourage public participation in City Council meetings and address items brought forth to the podium by the public, staff has compiled a list from the past 3 months of City Council meetings and categorized items brought forth to the podium by date the comment was received, agenda item topic comment was received on, and public comments received during Business from the Floor for Council's review and to help staff prioritize and address public items.

FISCAL IMPACT: None.

ACTION REQUESTED: Informational item with possible direction to staff.

ATTACHMENTS:
[240207 Future Items List.pdf](#)

BUSINESS FROM THE FLOOR

11/1/2023	Consider shorter time period (less than 5 days) for placing upcoming "no parking" signs along Main Street
11/1/2023	Consider improving safety of sidewalks by placing two sided strobe lights on pedestrian crossing signs.
11/1/2023	Consider maintenance, upgrading and adding to the City's Christmas decorations along Main Street
11/15/2023	Consider agendizing the 75-unit apartment complex to discuss further
11/15/2023	Consider creation of a board as required to maintain status as a "Fire Wise Community"
12/6/2023	Consider noxious weed, goat head, abatement program (ARPA funding)
12/6/2023	Consider construction of new pickleball courts (ARPA funding)
12/6/2023	Consider addition of fire hydrants at the airport (ARPA funding)
12/6/2023	Consider storage building for Historical Society, fixing or newly constructed (ARPA funding)
12/6/2023	Consider EV charging stations, Elks Lodge Renovation, Uptown revitalization, the CEDS document (ARPA funding)
1/17/2024	Consider ARPA for Performing Arts Center
1/17/2024	Consider ARPA for Skate Park design

Council requested - FUTURE COUNCIL ITEMS

	Discussion regarding MOU with Lassen Historical Society
	Discussion regarding American Rescue Plan Act Funding (ongoing)
	Discussion on collaboration with Lassen County and Susanville Indian Rancheria and City of Susanville to hire a liaison to collaborate with all three entities
	Discussion regarding options to work with community on animal control and animal shelter agreement
	Discussion regarding Councilmembers volunteering on projects
	Discussion regarding partnership with Lassen Family Services in efforts to prioritize youth
	Discussion regarding Council trainings and nepotism recusal policy training
	Discussion regarding tier two of shopping cart ordinance and enforcement of ordinance
	Discussion regarding increased theft within the community and increase council support to police department
	Discussion regarding proclamation declaring Susanville as a sanctuary city for the unborn
	Discussion regarding bringing Airport Capital Improvement Plan to council earlier in the year
	Discussion proving funding to police department facility renovation
	Discussion regarding banner permits
	Discussion regarding street legal ATV and golf cart ordinance
	Discussion regarding Veterans preference in hiring
	Discussion regarding city's airport hangar current use as a city storage
	Discussion regarding graffiti
	Discussion regarding dog/animal control nuisance ordinance
	Discussion regarding LARP Agreement for Operation and Maintenance of Susanville Community Garden
	Discussion regarding County housing development on city property options
8/2/2023	Discussion regarding Memorial Park Tennis Court ordinance change to include pickleball and discussion of city pickleball courts
	Update on Police Department grooming standards policy and uniform policy
	Discussion regarding street maintenance efforts and streets equipment procurement
11/15/2023	Consider corner of N. Weatherlow and North Street, landscaping (place on very bottom of red list)
11/15/2023	Reconsider proposed ban on 99 cent bottles
12/6/2023	ARPA Consideration - Cracks in roads
12/6/2023	ARPA Consideration - cross walk signals in uptown area
12/6/2023	ARPA Consideration - addition of grass and benches at BarkPark
12/6/2023	ARPA Consideration - Speed survey
12/6/2023	ARPA Consideration - Indoor Sports Facility
12/6/2023	ARPA Consideration - Arts center
12/20/2023	Revisit the dog s at large item as there has been activity again
12/20/2023	Discussion regarding the Little League Park (including possible security options)
1/3/2024	Speed Study to be completed
1/3/2024	Review sick leave policy
1/17/2024	ARPA Consideration - Pay off debt, bring back amounts & bring back amount for Code Enforcement Abatement Fund

Completed Items

	Discussion regarding homelessness within the community
	Discussion regarding council personal social media accounts
	Update from LARP on Community Garden
	Discussion regarding the sale or lease of Diamond Mountain Golf Course
	Discussion regarding proclamation for KSUE 75 years of service
	Discussion regarding donation to American Legion/VFW
8/16/2023	Consider support of both the Rails to Trails Festival and the Gravel Adventure Ride
11/1/2023	Consider the use of council discretionary funds to assist in the purchase of fireworks for Christmas event
11/1/2023	Request for street closure in support of Our Lady of Guadalupe on December 10, 2023
11/1/2023	Consider support of Chamber hosting the Magical Christmas event by waiving fees, etc
11/1/2023	Consider the use of council discretionary funds to assist in the purchase of fireworks for Christmas event
12/20/2023	Bring back the ARPA funding discussion item