

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, AUGUST 21, 2024 – 4:30 PM

Mayor Schuster called the meeting to order at 4:30pm.

Roll Call of Councilmembers Present: Schuster, Brown, Parrish, Miller
Absent: Bortle

1. APPROVAL OF AGENDA:

Moved by Miller; seconded by Parrish to approve.

Motion Carried: 4 - 0

Voting For: Schuster, Brown, Parrish, Miller

Voting Against: None

Absent: Bortle

Council Member Bortle arrived at 4:31pm.

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): No public comment.

3. CLOSED SESSION:

The Council convened in closed session at to discuss the following items:

A. PUBLIC EMPLOYMENT - pursuant to Government Code Section §54957

1. City Manager evaluation

B. CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6

1. Administrative Unit

2. Management Unit

4. RETURN TO OPEN SESSION:

The Council reconvened in open session at 5:01pm.

Mayor Schuster requested all stand for the Pledge of Allegiance and Invocation.

Dan Newton, City Manager, stated that prior to going into closed session, the council approved the agenda as written. The council then met in closed to discuss item 3A from the above-mentioned items with no reportable action taken; however, direction was provided to staff. Council will be reconvening in closed session following the conclusion of open session to discuss item 3B.

Public Works Director Bob Godman and Public Safety Chief, Mike Bollinger, provided employee recognitions for Josh Anderson, Kelly Mumper, Alex Dominguez, KC Capron, and Cameron Monahan for 5 years of service. Officer Michael Hoover and Lieutenant Jake Stafford for ten (10) years of service, Assistant Director of Operations for Public Works, Billy Hoffman, for fifteen (15) years of service and Assistant Fire Chief Tom Hernandez for twenty (20) years of service.

Chief Bollinger also introduced Madison Hennessy as the newest police officer.

5. BUSINESS FROM THE FLOOR: No public comment.

6. CONSENT CALENDAR:

6.A Minutes of the City Council August 7, 2024 regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the August 7, 2024 regular meeting.

240807.cc.min.draft.pdf

Moved by Brown; seconded by Bortle to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

7. PUBLIC HEARINGS:

- 7.A ****REVISED Resolution**** Consider **Resolution No. 24-6350**, approving increased water rates beginning October 1, 2024, and each year thereafter for the following four years.

Mayor Schuster opened the public hearing at 5:16pm.

Bob Godman, Public Works Director, provided a brief history of current water rates, stated that only 5 protest letters were received, and introduced Dan Bergman, of IGServices, to present more information regarding the item. Director Godman requested approval of Resolution No. 24-6350.

Unidentified member of the public inquired about the surcharge amount and when it would come off as the drought is now over to which Mr. Godman responded that it is an infrastructure surcharge and not a drought surcharge.

Ross Humbolt, public, voiced his concern regarding the rates.

Robert Laraby, public, stated that he understands what it is like to be on a board that faces a rate increase. He inquired as to why it took seven years to complete a rate increase.

Mayor Schuster stated that she is not in favor of the 15%, 15%, 4% and 4% over 4 years but would be in favor of approving the resolution for one year only.

Council Member Parrish stated that he would be for it to give residents time to get used to it, especially if it is required by Sacramento.

Mayor pro tem Brown agreed that it needed to happen but added that studies need to occur every 3-5 years to ensure a slower increase.

Council Member Bortle stated that the city provides an essential service to the community and that system is so old that it is past the depreciation stage. The entire system needs to be replaced at this point and he does not believe that there is any way to prevent a rate increase. He added however, that it is important to protect the water system, and the city also needs to think about what it will need in the future.

Mr. Bergman stated that it is industry standard for a rate study to be conducted every 5 years. He added that typically the rate study is done in the fourth year and implemented in the 5th year if needed. He also added that the first 15% is staged up front anticipating the rate increase.

Discussion occurred regarding the item, and it was the consensus of the council that the statement regarding the second 15% water rate increase will be reviewed in September 2025.

Mayor Schuster closed the public hearing at 6:05pm.

[Water Rate Study Report.docx](#)

Motion to approve Resolution No. 24-6350, approving increased water rates beginning October 1, 2024, and each year thereafter for the following four years.

Moved by Parrish; seconded by Miller to approve with the following change: "the 2nd water rate increase, not to exceed 15%, as presented for 2025 will be revisited by city council in September 2025".

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

Council recessed for a break at 6:09pm.

Council reconvened at 6:15pm

8. COUNCIL DISCUSSION/ANNOUNCEMENTS:

Council Member Bortle stated that he went to the Sierra Alliance meeting and Doug LaMalfa was there this morning. He then provided the Land Acknowledgement statement.

9. NEW BUSINESS:

9.A Natural Gas Enterprise Annual Update

Director Godman once again introduced Mr. Bergman to present the natural gas update who provided a positive report on the natural gas system.

[Gas Enterprise Update 2024.docx](#)

9.B Consider appointment of Susanville Planning Commissioners.

Heidi Whitlock, City Clerk, provided an explanation of the item and requested the Council to make appointments as needed.

Council Member Miller suggested the dissolution of the Planning Commission and simply have those items heard by the City Council.

Mr. Newton stated that there have been discussions with staff regarding the dissolution of the commission and there are many pros in doing so. However, it would be a project that would need to be implemented and we would still need to have it currently.

Council Member Miller stated that there are a lot of cancelled meetings and inquired as to what they did.

Mr. Newton responded that they oversee some code enforcement items, etc. but if there are no items to hear, they would not hold the meeting.

Mayor Schuster inquired as to how long it would take to make the change to which Mr. Newton responded that we are not currently aware of how long, but it may take six months or longer.

Mr. Newton stated that appointments should occur tonight and then provide direction to staff to agendize it for a future meeting to start the process of dissolution.

[WayneJambois.PCLetter.pdf](#)

[MatthewEltzroth.PCLetter.pdf](#)

[CodyLoflin.PCLetter.pdf](#)
[MariaFregulia.PCLetter.pdf](#)

Moved by Brown; seconded by Bortle to appoint William Jambois and Matthew Eltzroth to the Planning Commission and Maria Fregulia and Cody Loflin as alternates.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.C Consider **Resolution No. 24-6345**, authorizing the Public Works Director to sign an agreement with Before the Movie to provide public awareness safety advertisement for the City of Susanville's Natural Gas Division.

Director Godman provided an explanation of the item and requested approval of Resolution No. 24-6345.

[24-6345.pdf](#)
[Before the Movie.pdf](#)

Motion to approve Resolution No. 24-6345, authorizing the Public Works Director to sign an agreement with Before the Movie to provide public awareness safety advertisement for the City of Susanville's Natural Gas Division.

Moved by Miller; seconded by Parrish to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.D Consider **Resolution No. 24-6346**, authorizing the Public Works Director to close one block of Sunkist Drive in front of the Senior Center for the purpose of a Superhero Fun Run and walk on Saturday, October 5, 2024, from 6:00am to 12:00pm.

Director Godman provided an explanation of the item and requested approval of Resolution No. 24-6346.

[24-6346.pdf](#)
[CASA Superhero Run 2024 request.pdf](#)

Motion to approve Resolution No. 24-6346, authorizing the Public Works Director to close one block of Sunkist Drive in front of the Senior Center for the purpose of a Superhero Fun Run and walk on Saturday, October 5, 2024, from 6:00am to 12:00pm.

Moved by Bortle; seconded by Brown to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.E Consider **Resolution No. 24-6347**, authorizing the City of Susanville to agree to the terms of service agreement with the Stripe, Inc. to provide the processing of payments for Solar App Plus to the City of Susanville.

Director Godman provided an explanation of the item and requested approval of Resolution No. 24-6347.

[24-6347.pdf](#)

[Stripe, Inc service agreement.pdf](#)

Motion to approve Resolution No. 24-6347, authorizing the City of Susanville to agree to the terms of service agreement with the Stripe, Inc. to provide the processing of payments for Solar App Plus to the City of Susanville.

Moved by Bortle; seconded by Miller to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.F Consider **Resolution No. 24-6348**, authorizing Mayor to sign Amendment No. 4 to Agreement No. 19-03 Between REY and the city of Susanville for the design phase of Southeast Gateway Project.

Director Godman provided an explanation of the item and requested approval of Resolution No. 24-6348.

[24-6348.pdf](#)

[211006_Amendment_REY_SE_Gateway_4.pdf](#)

[Susanville Gateway - Amendment 4 Req.pdf](#)

Motion to approve Resolution No. 24-6348, authorizing Mayor to sign Amendment No. 4 to Agreement No. 19-03 Between REY and the city of Susanville for the design/construction phase of Southeast Gateway Project.

Moved by Brown; seconded by Parrish to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

- 9.G Consider **Resolution No. 24-6349**, authorizing the City Manager to execute an agreement for professional services with R.E.Y. Engineers Inc. to assist in the Southeast Gateway Project with Construction Management, Inspection, and Material Testing Services and to authorize the Finance Director to adjust the budget as necessary.

Director Godman provided an explanation of the item and requested approval of Resolution No. 24-6349.

[24-6349.pdf](#)

[Proposal for Susanville Southeast Gateway_REY_072624.pdf](#)

Motion to approve Resolution No. 24-6349, authorizing the City Manager to execute an agreement for professional services with R.E.Y. Engineers Inc. to assist in the Southeast Gateway Project with Construction Management, Inspection, and Material Testing Services and to authorize the Finance Director to adjust the budget as necessary.

Moved by Brown; seconded by Parrish to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

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

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

12. **CONTINUING BUSINESS:**

12.A Discussion regarding consideration of a temporary moratorium on Public Facility Impact Fees
Direction to Staff

Mr. Newton provided an explanation of the item and requested Council discussion and direction.

Council provided direction to staff to bring back a 5-year temporary moratorium.

Council Member Parrish inquired as to how staff would get the word out there to which Mr. Newton responded.

Council Member Miller inquired as to whether or not they could be on the radio to advertise it.

13. CITY MANAGER'S REPORTS:

13.A Department Reports

Department heads in attendance and the Assistant to the City Manager provided updates on the happenings within their departments.

14. FUTURE COUNCIL ITEMS:

14.A Future Council Items

Council Member Bortle requested discussion on the water rate study time frame should be.

Council Member Miller inquired as to what information the city would receive from the PlacerIA software to which Ms. Spade responded.

[240821.FutureItemsList.pdf](#)

15. ADJOURNMENT:

The Council recessed at 7:20pm prior to go back into closed session at 7:28pm.

The Council reconvened in open session at 8:24pm where Mr. Newton stated that the Council discussed item 3B, direction was provided to staff, but no reportable action taken.

The Council adjourned at 8:25pm.

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: September 4, 2024