
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 1, 2023 – 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. **CONFERENCE WITH LABOR NEGOTIATIONS** – *pursuant to Government Code §54957.6:*
 1. *Admin Unit*
 2. *Fire Unit*
 3. *Miscellaneous Unit*
 4. *Professional Technical Unit*
 5. *Public Works Unit*
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 18, 2023 regular meeting.](#)
7. **PUBLIC HEARINGS:**
8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:**
9. **NEW BUSINESS:**

9.A Community Garden Report

9.B Consider Resolution No. 23-6092, a designation of authorized applicant's agents for non-state agencies to engage with the Federal Emergency Management Agency (FEMA) and the State of California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining federal financial assistance for any existing or future grant programs

9.C Discussion regarding the identified need for additional labor during the summer months, including peak fire season, for the Fire Department.

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

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

12. **CONTINUING BUSINESS:**

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 15, 2023 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 1, 2023 in the areas designated on January 27, 2023.

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 1, 2023

SUBJECT: Minutes of the City Council's January 18, 2023 regular meeting.

PRESENTED BY: Heidi Whitlock, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's January 18, 2023 regular meeting.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to waive the reading of and approval of the City Council's January 18, 2023 regular meeting.

ATTACHMENTS:
[230118.cc.min.draft.pdf](#)

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, JANUARY 18, 2023 – 4:30 PM

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

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

1. APPROVAL OF AGENDA:

Moved by Herrera; seconded by Stafford 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 comment.

3. CLOSED SESSION:

The City Council convened in closed session at 4:31pm to discuss the following:

A. CONFERENCE WITH LABOR NEGOTIATIONS – pursuant to Government Code §54957.6:

1. Admin Unit
2. Fire Unit
3. Miscellaneous Unit
4. Professional Technical Unit
5. Public Works Unit

4. RETURN TO OPEN SESSION: The Council reconvened in open session at 5:00pm.

Mayor McCourt requested that Chief Moore start the Pledge of Allegiance and requested Mayor pro tem Herrera offer the Invocation.

Dan Newton, City Administrator, stated that the council convened in closed session to discuss the above-listed items. He added that direction was provided to staff, but no reportable action was taken. He added that the city attorney will not be joining us tonight due to weather.

5. BUSINESS FROM THE FLOOR: Bob Tyndall, SMAC member, inquired as to whether or not there could was an update to provide regarding the sale of the helicopter at the airport. He then provided an update on hangar 3 and the work that has been completed.

Mayor McCourt responded that at this time, it is not permitted for the council to respond, it is only a time for members of the public to voice their opinions and/or concerns. However, he requested that the item be brought forward at the Susanville Municipal Airport Commission.

Jackie Jones, public, reported that the dogs on Fourth Street are getting into her yard, biting her dog, tried to bite her and her sister. She stated that they are now killing deer and she requested that something be done before the dogs attack a child.

Six additional members of the public voiced their concern regarding the dogs at both this location and the additional location that they were moved to right outside of the city limits.

Mayor McCourt requested that an update on this be brought forward at a future meeting.

Councilmember Schuster would like to provide direction to staff to make it a priority to which Councilmember Brown agreed.

Councilmember Stafford suggested that staff pursue other violations such as having vicious dog or a nuisance, if possible, not just dogs at large.

Mayor pro tem Herrera stated that he is aware of the dogs since they killed one of his cats and one of his neighbor's cats. He agreed that it needed to be addressed.

John Lightfoot, public, inquired as to whether there was any progress on the homeless issues and asked about the river cleanups. He also inquired as to whether the recent park donation from CCC had items that would be going towards the river trail, little league park, etc.

Mr. Rich, public member, introduced himself to the council as the individual interested in purchasing the helicopter at the airport and starting a new business. He provided his story and requested that the city move forward so that he can purchase it, rent hangar 3 and start his business.

6. **CONSENT CALENDAR:** Councilmember Schuster requested that item 6B be considered separately as well as the minutes from December 21, 2022.

6.A Minutes of the City Council's December 21, 2022, and January 4, 2023, regular meetings and the January 3, 2023, special meeting.

[221221.cc.min.draft.pdf](#)

Motion to waive the reading of and approval of the City Council's December 21, 2022

Moved by Stafford; seconded by Brown to approve.

Motion Carried: 5 - 0

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

Voting Against: None

Councilmember Stafford requested the change of his vote on the January 4, 2023, minutes to reflect that he voted against the Standiford item.

[230104.cc.min.draft.pdf](#)

[230103.cc.spec.min.draft.pdf](#)

Motion to waive the reading of and approval of the City Council's January 4, 2023, regular meeting with the requested change and the January 3, 2023, special meeting.

Moved by Stafford; seconded by Herrera to approve.

Motion Carried: 4 - 0

Voting For: McCourt, Stafford, Herrera, Brown

Voting Against: None

Abstain: Schuster

- 6.B Vendor and payroll warrants

[check cut 01-05-23.pdf](#)

[check cut 12-29-22.pdf](#)

[check cut 12-22-22.pdf](#)

[check cut 12-19-22.pdf](#)

[check cut 12-15-22.pdf](#)

[check cut 12-08-22.pdf](#)

[check cut 11-30-22.pdf](#)

[check cut 11-22-22.pdf](#)

Motion to receive and file
Moved by Stafford; seconded by Brown to approve.
Motion Carried: 4- 0
Voting For: McCourt, Stafford, Herrera, Brown
Voting Against: None
Abstain: Schuster

7. **PUBLIC HEARINGS:**

7.A Consider **Resolution No. 23-6088**, approving the Land Use Assessment Report (LUAR) to the city of Susanville General Plan 1990-2010, Land Use Element.

Kelly Mumper, City Planner, provided an explanation of the Land Use Assessment Report, how it could be used to review annexation potentials and show outside developers that the city is ready to grow if they chose to come to the area. He added that this is nothing permanent and does not lock the city into doing anything. He stated that it is consistent with the current zoning, etc. and requested that Resolution No. 23-6088 be approved.

Mayor McCourt opened the public hearing 5:38pm.

No public comment.

Mayor McCourt closed the public hearing at 5:38pm.

Councilmember Stafford stated that two businesses contacted him today and stated that they are in the proposed zone and do not want to be within the city limits.

Mayor pro tem Herrera stated his approval of the document.

Mr. Mumper stated that this document also sets the city up for a great general plan update.

[23-6088.pdf](#)

[SGPU_Land Use Assessment Report_Revised Draft_2022 10 12 MG.pdf](#)

Motion to approve Resolution No. 23-6088, approving the Land Use Assessment Report (LUAR) to the city of Susanville General Plan 1990-2010, Land Use Element.

Moved by Herrera; seconded by Brown to approve.

Motion Carried: 5- 0

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

Voting Against: None

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Mayor pro tem Herrera stated that the Honey Lake Valley Recreation Authority has presented a deficit budget of \$17,000 and he wanted to simply provide an update on that to the Council.

Mayor McCourt stated that the Council approved the Land Acknowledgment Statement as of September 15, 2021, offered said acknowledgement. He continued by recognizing Martin Luther King Jr. and concluded by offering the city's Mission Statement.

9. **NEW BUSINESS:**

9.A Information from Chief of Police, regarding the Susanville Police Department's intent to request property from Federal sources (to include Federal funds or grants). As well as to

notify the Community of Susanville of its request for property transfers, purchases from Federal funds, agencies or subcontractors (including existing transfer contracts or grants). Information only regarding the Susanville Police Department in the future requesting property from Federal sources. See attached list of possible future controlled property items.

Ryan Cochran, Chief of Police, offered an explanation of the item and why the item was being presented.

[Memo of Controlled Property Items
Presidential Documents.pdf](#)

- 9.B Consider **Resolution No. 23-6085**, accepting award from Lassen Municipal Utility District's Public Benefits Community Projects program and authorizing the Finance Manager to increase the Susan River Clean Up Project 1011 Fund in the amount of \$23,000

Mr. Newton provided an explanation of the item stating that the city recieved a grant in the amount of \$23,000 and requested the approval of Resolution No. 23-6085.

[Award Letter.pdf](#)
[EUTV.pdf](#)
[23-6085.pdf](#)

Motion to approve Resolution No. 23-6085, accepting award from Lassen Municipal Utility
Moved by Schuster; seconded by Herrera to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.C Consider **Resolution No. 23-6086**, Approving and accepting a donation from Susanville Ford, Chrysler, Dodge, Jeep, Ram for \$5,000 to Diamond Mountain Golf Course

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 23-6086.

[Donation Letter.pdf](#)
[23-6086.pdf](#)

Motion to approve Resolution No. 23-6086, Accepting a donation from Susanville Ford, Chrysler, Dodge, Jeep, Ram for \$5,000 to Diamond Mountain Golf Course.

Moved by Herrera; seconded by Schuster to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.D Consider **Resolution No. 23-6087**, authorizing City Administrator to execute first amendment to the Granicus Service Agreement between Granicus, LLC and Susanville and authorizing the City Administrator to enter into an agreement with True Telecom & Surveillance for the installation and procurement of audio/visual equipment required for Granicus service enhancement

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 23-6087.

[CA_Susanville CA_Q-231201_2022DEC21.pdf](#)
[CoS AV System Installation.pdf](#)
[Council Chambers.pdf](#)
[23-6087.pdf](#)

Motion to approve Resolution No. 23-6087, authorizing City Administrator to execute first amendment to the Granicus Service Agreement between Granicus, LLC and Susanville and authorizing the City Administrator to enter into an agreement with True Telecom & Surveillance for the installation and procurement of audio/visual equipment required for Granicus service enhancement

Moved by Schuster; seconded by Brown to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.E Consider Mayor McCourt's use of discretionary funds for the purchase of community event banners recognizing Sierra Cascade employees.

Mr. Newton provided an explanation of why the item was being presented and asked for direction.

Mayor McCourt provided an explanation of why it came forward as the 600+ temporary workers that come into the community spend a lot of their money here and boost the economy during that time and he would like to recognize them for that in their language.

Public comment included those both in support of the proposed banner and those who thought it was discriminating as it only represents one group of people.

[18-5548.pdf](#)

Motion to approve Mayor McCourt's discretionary funds for the purchase of community event banners recognizing Sierra Cascade employees.

Moved by Stafford; seconded by Herrera to approve.

Motion Carried: 4-1

Voting For: McCourt, Stafford, Herrera, Brown

Voting Against: Schuster

- 9.F Consider **Resolution No. 23-6090**, adopting the of Sales Tax Oversight Board (STOB) governance practices.

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 23-6090.

Mayor McCourt stated that it is a good opportunity to review the budget and how the city is spending the tax money.

Mayor McCourt thanked staff for bringing this forward but inquired as to whether or not they have the authority to change their meeting times/dates without coming to council to which Mr. Newton responded that they can always schedule a special meeting but, should they want to do that, we can look into it as it may affect staff. However, the governing structure should be adopted.

[Sales Tax Oversight Board Governance Practices.docx 23-6090.pdf](#)

Motion to approve Resolution No. 23-6090, adopting the governance practices for the Sales Tax Oversight Board.

Moved by Stafford; seconded by Herrera to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.G Consider **Resolution 23-6084**, authorizing examination of sales, use and transactions tax records and authorizing an amendment to the contract with Hinderliter, De Llamas and Associates ("HDL") to provide additional sales tax related services.

Chandra Jabbs, Finance Manager, provided an explanation of the item and requested approval of Resolution No. 23-6084.

[First Amendment-Susanville TT HdL 1.18.23.docx](#)
[23-6084.pdf](#)

Motion to approve Resolution 23-6084, authorizing examination of sales or transactions and use tax records and authorizing an amendment to the contract with Hinderliter, De Llamas and Associates ("HDL") to provide sales tax related services.

Moved by Herrera; seconded by Schuster to approve.

Motion Carried: 5- 0

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

Voting Against: None

- 9.H Consider **Resolution No. 23-6083**, Approving and accepting a donation from California Correctional Center (CCC) for park related items.

Bob Godman, Public Works Director, provided an explanation of the item and requested the approval of Resolution No. 23-6083.

[23-6083.pdf](#)

Motion to approve Resolution No. 23-6083, Approving the donation from California Correctional Center (CCC) for park related items.

Moved by Brown; seconded by Herrera to approve.

Motion Carried: 5- 0

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

Voting Against: None

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

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

13. **CONTINUING BUSINESS**:

- 12.A Consider the survey format and content pertaining to the Historic Uptown Susanville Association.

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

David Teeter, uptown business owner, stated his displeasure with, not just the survey but, how the city, in 2019, took away any chance that the the uptown businesses would offer

suggestions on how to promote their business when they stopped the assessments. He stated that it is the city's turn to offer suggestions to the businesses.

Mayor McCourt thanked Mr. Teeter for his input.

Direction was provided to staff to print the surveys, split up the list of businesses and provide each Councilmember their lists and surveys so they can begin presenting them to business owners.

[230105 DRAFT HUSA Survey Questionnaire.docx](#)

12.B City Project Priorities

Mr. Newton provided an explanation of why this item is on the agenda and reviewed the items presented on the priority list.

Mr. Newton stated that the dog issue on Fourth Street will also be reviewed weekly as of right now to make some progress over the coming weeks.

Councilmember Stafford inquired as to how many citations have been issued and whether the citations have been paid to which Chief Cochran stated that numerous citations have been issued but he is not sure if they have been paid.

Direction was provided to staff.

12.C Consider **Resolution No. 23-6082**, accepting the California Public Utilities Commission's Local Agency Technical Assistance grant funding in the amount of \$500,000 and authorizing the Finance Manager to modify the budget as necessary

Mr. Newton provided an explanation of the item and requested the approval of Resolution No. 23-6082.

[City of Susanville LATA award \(002\).pdf](#)
[23-6082.pdf](#)

Motion to approve Resolution No. 23-6082, accepting the California Public Utilities Commission's Local Agency Technical Assistance grant funding in the amount of \$500,000 and authorizing the Finance Manager to modify the budget as necessary

Moved by Herrera; seconded by Stafford to approve.

Motion Carried: 5- 0

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

Voting Against: None

12.D Consider **Resolution No. 23-6089**, of the City Council of the City of Susanville reciting the fact of the General Municipal Election held on November 8, 2022, declaring the results and such matters as provided by law.

Heidi Whitlock, City Clerk, provided an explanation of the item and requested the approval of Resolution No. 23-6089.

[23-6089.pdf](#)
[221108 Election Results.pdf](#)

Motion to approve Resolution No. 23-6089, of the City Council of the City of Susanville reciting the fact of the General Municipal Election held on November 8, 2022, declaring the results and such other matters as provided by law.

Moved by Herrera; seconded by Schuster to approve.

Motion Carried: 5- 0

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

Voting Against: None

13. CITY ADMINISTRATOR'S REPORTS:

13.A Department reports

Mr. Newton provided information related to the County's housing project to be constructed at North Mesa Street. He also stated that the PG&E lawsuit did settle, and the city will be awarded approximately \$700,000.

Chief Cochran offered an update on Fourth Street and on the Susan River Trail camps.

Ms. Jabbs stated that the Finance Division is in full swing and very busy.

Mr. Godman reported that the colorful Violet Stout unfortunately passed away in December and shared stories of when she would attend council meetings.

Mr. Godman continued by stating that last month's natural gas usage was over 10% higher than the previous year.

14. FUTURE COUNCIL ITEMS:

14.A Mr. Newton reviewed the provided list and expressed staff's, and probably the council's, displeasure at the inability to complete some of the items on this list. He added that there are simply other items considered more of a priority.

Councilmember Schuster requested an update from LARP to be provided at the February 1, 2023, meeting.

Councilmember Stafford stated that the golf course is in the black now so it may be the prime time to try to lease out the entire course or sell it.

[20230118 Items from the Podium.pdf](#)

15. ADJOURNMENT:

Moved by Herrera; seconded by Stafford to adjourn at 7:31pm.

Motion Carried: 5 - 0

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

Voting Against: None

Quincy McCourt, Mayor

Respectfully submitted by:

Heidi Whitlock, City Clerk

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Dan Newton, Administrative Services

Action Date: February 1, 2023

SUBJECT: Community Garden Report

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The Local Area Revitalization Project CO-OP (LARP) operates and maintains the Susanville Community Garden, located at 105 South Ash Street, in Susanville. LARP representatives will provide a report regarding the previous year's statistical information such as the number of individual plot holders, the amount of food produced, and highlight key successes.

FISCAL IMPACT: None

ACTION REQUESTED: Receive Report

ATTACHMENTS:

AGENDA ITEM NO. 9.B
Action Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: February 1, 2023

SUBJECT: Consider **Resolution No. 23-6092**, a designation of authorized applicant's agents for non-state agencies to engage with the Federal Emergency Management Agency (FEMA) and the State of California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining federal financial assistance for any existing or future grant programs

PRESENTED BY: James Moore, Fire Chief

SUMMARY: The California Governor's Office of Emergency Services (Cal OES) has notified the City of Susanville of FEMA's approval for our request for Public Assistance for disaster relief DR-4610 (Dixie Fire Emergency). In order to receive payment, the Recovery Financial Processing Unit requests that the City of Susanville complete a resolution to designate Authorized Agents approved by the city's governing body. This resolution designates positions as authorized agents and provides these positions to engage with the Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services regarding grants for which the city qualifies to apply for or for which we have applied. The designation of these positions will remain in effect for a period of three years.

City staff has applied for reimbursement for disaster relief funding for citywide emergency protective measures such as employee time and obtaining a generator and necessary materials and supplies to continue to provide power to well generators placed through the city during the Dixie Fire of 2021. The approved reimbursement amount is \$3,425.85.

FISCAL IMPACT: Receive \$3,425.85 in financial disaster relief funds from DR-4610

ACTION REQUESTED: Motion to approve Resolution No. 23-6092, a designation of authorized applicant's agents for non-state agencies to engage with the Federal Emergency Management Agency (FEMA) and the State of California Governor's Office of Emergency Services (Cal OES) for the purpose of obtaining federal financial assistance for any existing

or future grant programs

ATTACHMENTS:

[23-6092.pdf](#)

RESOLUTION NO. 23-6092

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING THE DESIGNATION OF AUTHORIZED APPLICANT'S AGENTS FOR
NON-STATE AGENCIES TO ENGAGE WITH THE FEDERAL EMERGENCY
MANAGEMENT AGENCY AND THE STATE OF CALIFORNIA GOVERNOR'S OFFICE
OF EMERGENCY SERVICES FOR THE PURPOSE OF OBTAINING FEDERAL
FINANCIAL ASSISTANCE FOR ANY EXISTING OR FUTURE GRANT PROGRAMS**

WHEREAS, the City of Susanville experiences disasters which are declared by the state and federal governing bodies through a State of Emergency; and

WHEREAS, when a State of Emergency is declared, the city of Susanville may be eligible to apply for grant programs and relief funding through the Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (Cal OES); and

WHEREAS, in order to apply for funding, it is required to appoint authorized individuals to engage with FEMA and Cal OES regarding grants for which we have applied; and

WHEREAS, the appointment of these individuals will be declared in the individuals who hold the following titles: City Administrator, Fire Chief, Police Chief or Public Works Director; and

WHEREAS, the appointment of these individuals shall remain approved for a period of three years.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the City Administrator, **OR** the Susanville Fire Department's Fire Chief, **OR** the Susanville Public Works' Public Works Director, **OR** the Susanville Police Department's Police Chief is hereby authorized to execute for and on behalf of the City of Susanville, a public entity established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining federal financial assistance for any existing or future grant program, including, but not limited to any of the following:

- Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP), Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM), under
- Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.
- Flood Mitigation Assistance Program (FMA), under Section 1366 of the National Flood Insurance Act of 1968. - National Earthquake Hazards Reduction Program (NEHRP) 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141

- California Early Earthquake Warning (CEEW) under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12.

BE IT FURTHER RESOLVED by the City Council of the City of Susanville that the City of Susanville, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance, the assurances and agreements required and allow this resolution to be effective for all open and future disasters/grants declared up to three (3) years following the date of approval.

APPROVED: _____
Quincy McCourt, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville held on the 1st day of February, 2023 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Cheyenne Ratkey, Fire

Action Date: February 1, 2023

SUBJECT: Discussion regarding the identified need for additional labor during the summer months, including peak fire season, for the Fire Department.

PRESENTED BY: J. M. Moore, Fire Chief

SUMMARY:

The Fire Department has identified a need for additional labor during the summer months, including peak fire season. Staff would like to hire three temporary or seasonal firefighters on a 40-hour workweek schedule for a minimum of 90 days. The employees would be hired on the first of June and work through the end of August with the possibility of extending into October if fire season needs or conditions warrant. These employees would work at the Fire Station assisting staff with weed abatement, cutting city weeds, performing hydrant flows, hose testing, pump testing, and supporting fire, rescue, and EMS calls. The other benefit of these three employees is the leverage to respond to out-of-county fires throughout the state. As we know, this response generates cash flow into the department and to the city.

The initial cost of the program for 90 days will be approximately \$30,000 dollars which is accounted for in the Fire Department budget. It should be noted that the revenue received in 7-8 days of fire deployment will neutralize the cost of the entire program. This makes it financially responsible to extend the work schedule as required to maintain staff and response capabilities throughout the entire fire season.

FISCAL IMPACT: \$30,000 which is accounted for in the Fire Department budget.

ACTION REQUESTED: Consider the information from the Fire Chief, regarding the identified need for additional labor during the summer months including peak fire season.

ATTACHMENTS:

AGENDA ITEM NO. 13.A
Discussion Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 1, 2023

SUBJECT: Department reports

PRESENTED BY: Dan Newton, City Administrator

SUMMARY: The City Administrator Reports section of the agenda is designed for the Administrator and Department Heads to address the Council on a variety of topics, as needed.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only

ATTACHMENTS:

AGENDA ITEM NO. 14.A
Discussion Item

SUSANVILLE CITY COUNCIL AGENDA ITEM

Submitted By: Heidi Whitlock, Administrative Services

Action Date: February 1, 2023

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 the attached 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:
[20230201 Items from the Podium.pdf](#)

BUSINESS FROM THE FLOOR

10/19/2022	Consider revisions to the city banner ordinance
10/19/2022	Consider revisions to the city dog ordinance and improvement to restrictions to puppy mill activities
10/19/2022	Consider enforcing planning commission meeting schedule
10/19/2022	Consider importance and purpose of business from the floor and public comment
10/19/2022	Consider increasing enforcement and improvement to red tag process to increase abatement process and citizen concerns
10/19/2022	Consider community increase of drug addiction concerns in relation to the use of cannabis and in relation to adopting cannabis ordinance
10/19/2022	Consider medical affects in relation to marijuana use
10/19/2022	Consider increasing efforts on property maintenance and safety concerns brought forth from the community
11/2/2022	Consider Tax Oversight Board appointed members conflicts, consider not appointing cell phones to city employees, Consider effects of cannabis industry on businesses and county
11/2/2022	Consider support of HLVRCD Dixie Fire recovery program
11/2/2022	Consider validity of cannabis ordinance and drafting of ordinance
11/2/2022	Consider providing resources and support to enforcement of abatement orders.
11/2/2022	Consider lack of public involvement in meetings, including planning commission meetings and increasing exposure and awareness of meetings.
11/2/2022	Consider lack of public involvement in appointment of Tax Oversight Committee
11/2/2022	Consider lack of FDA approval of cannabis products, consider DEA organized cartel presence and organized crime statistics
11/2/2022	Consider adopting similar resolution to Paso Robles City Council resolution protecting community and children from the harm related to cannabis industry and products
11/2/2022	Consider consequences of increasing presence of marijuana in community and the effects of marijuana and other drugs have in our community.
11/2/2022	Consider not looking to cannabis as a revenue stream to the city
11/2/2022	Consider partnership with Lassen Family Services to increasing family friendly events such as Safe and Sane Halloween
11/2/2022	Consider correlation between cannabis industry and increase of violence in community
11/2/2022	Consider crime activities that are related to drugs including cannabis
11/2/2022	Consider traffic control and speed reduction within city limits
11/2/2022	Consider community effects of cannabis business and community effects related to marijuana use. Consider effects of increased cannabis use on Police and Fire Departments
11/16/2022	Consider supporting Lassen Senior Services who will no longer be delivering meals to elders in our community due to lack of funding
11/16/2022	Consider support to Lassen County Fairgrounds grant application to build a community center located at the fairgrounds for various agriculture and community uses.
11/16/2022	Consider various ideas not cannabis industry related to bring industry into community
11/16/2022	Consider city participation in Veterans Day Program
12/7/2022	Consider reaching out to Lassen County Behavioral Health to discuss ideas of how to support homeless population
12/7/2022	Consider supporting the EAA chapter in their community support efforts and reinvest money received from the sale of the helicopter that was sold from hangar #3 at the airport
12/7/2022	Consider supporting Lassen Family Services' domestic violence services
1/4/2023	Consider completing work required to Hangar 3 to allow for public to rent

1/4/2023	Consider modification of meeting schedule to the Susanville Municipal Airport Commission meeting schedule
1/4/2023	Consider support to Lassen Family Services Domestic Violence awareness activities and Human Trafficking awareness.
1/18/2023	Consider providing information on the sale of the helicopter from city owned hangar #3 and the use of funds received.
1/18/2023	Consider lease of city owned hangar #3 and use of fire department staff and hoses to clean out hangar
1/18/2023	Consider increasing dog and animal control ordinance within city limits and addressing concerns for vicious dogs within city limits
1/18/2023	Consider hiring dedicated animal control officer
1/18/2023	Consider providing an update on city efforts addressing homelessness
1/18/2023	Consider increasing support to the airport and promote its value for the city's economic development efforts

NEW BUSINESS - PUBLIC COMMENT	
11/2/2022	<u>Historic Uptown Susanville Association (HUSA)</u>
	1. Consider getting ballot out to gather HUSA board interest 2. Consider ARPA funds to replace assessments not collected since 2019 for the HUSA district, not just a one-time contribution 3. Consider city economic development efforts and the correlation and benefits of HUSA 4. Consider planning future support to HUSA to support uptown business growth 5. Consider impact of assessments 6. Consider contribution as seed money as the funding and assessments are not enough to address the vacant buildings 7. Consider importance of funding HUSA events 8. Consider keeping Council word to invest in uptown Susanville and use of ARPA fundings
11/2/2022	<u>Golf Course Update</u>
	1. Cost of golf course operations and general fund revenue bailouts that occurred in past 2. Consider repayment of purchase of golf course
11/16/2022	<u>Approved Position List</u>
	1. Consider partnership with Lassen Indian Rancheria benefits to the community 2. Consider community draws from similar applicant pool and it would be beneficial to work together versus competing for talent to accomplish similar community goals
12/21/2022	<u>Gateway Project</u>
	1. Consider who will be responsible for snow removal at site
1/18/2023	<u>Mayor McCourt's Use of Discretionary Funds for Sierra Cascade Banner</u>
	1. Consider potential discrimination of banner 2. Consider banner welcoming Sierra Cascade workers would be up during harvest season

PUBLIC HEARINGS - PUBLIC COMMENT	
10/19/2022	<u>CDBG CV 2/3 Grant Application Amendment</u>
	1. Consider lack of city support to businesses affected by the pandemic
11/2/2022	<u>Building Code Violation</u>
	1. Consider not adopting any changes to the building code that are specifically related to cannabis industry business. 2. Consider publishing code changes for public viewing

CONTINUING BUSINESS - PUBLIC COMMENT

11/16/2022	<u>HUSA</u>
	1. Consider historical relationship between the city and HUSA 2. Consider bringing back HUSA assessments and consider benefits, size of assessed district, and economic development contribution 3. Consider vacant lot on Main Street and HUSA's designs to renovate vacant lot 4. Consider efforts of volunteers and those who pay assessments are the ones getting things done 5. Consider uptown district as a prioritization of city and support growth and regeneration of uptown as an attraction 6. Save HUSA to continue events that provide joy to community 7. Consider city council promise to fund district in 2019 and lack of follow through to the commitment to fund assessments not collected. 8. Consider sense of urgency for resurgence of Susanville
12/21/2022	<u>Per Capita Grant - Pump Track Purchase</u>
	1. Consider space in which pump track will obtain on public park 2. Consider popularity of feature and consider how and where users of pump track will enter speed ring for safety concerns
12/21/2022	<u>City Project Priorities</u>
	1. Consider hiring a professional to review community to obtain and attract businesses and tourism 2. Consider prioritizing revenue streams to allow more staff to dedicate to projects that increase and create revenues 3. Consider prioritizing projects such as the Connected Communities Project that support increased exposure and tourism in the community based on our recreation
12/21/2022	<u>ARPA Funds</u>
	1. Consider using funding towards resurfacing of tennis courts 2. Consider using funds for pickleball court 3. Consider using funds to hire a consultant or professional to provide marketing and economic development guidance 4. Consider spending funding on animal control 5. Consider timber industry and agriculture industry investments as both are resources within our community 6. Consider time constraints of expending funding 7. Consider gathering public input on how funds should be spent while hiring process of economic development person is in recruitment
1/18/2023	<u>HUSA Survey</u>
	1. Consider Safe and Sane Halloween event is the only event that is put on by HUSA, other events on the survey are supported by HUSA in some capacity but just take place in the district 2. Consider Council's decision that was made in 2019 to stop collecting assessments from the district 3. Consider providing survey recipients with options for district improvements versus asking for their solutions

FUTURE COUNCIL ITEMS
Update on Charging Station
Discussion regarding MOU with Lassen Historical Society
City of Susanville App
Discussion on Council goal setting
Discussion regarding Public Comment Options
Discussion regarding American Rescue Plan Act Funding
Update on Farmer's Market
Discussion regarding fireworks ordinance
Discussion regarding city vehicle and equipment surplus auction
Update on Animal Shelter agreement (how many animals, cost of, ect.)
Discussion regarding lack of inventory of affordable low-income housing in support of Lassen Family Services
Discussion regarding broadband improvements in Lassen County
Semi-annual or annually report on tax measure expenditures if tax measure passes
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 Councilmember trainings
Discussion regarding placing signage at Community Garden
Discussion regarding partnership with Lassen Family Services in efforts to prioritize youth
Discussion regarding amendments to cannabis ordinance
Discussion regarding Council trainings and nepotism recusal policy trainings
Update on K-9 program
Discussion regarding homelessness within the community
Discussion regarding tier two of shopping cart ordinance
Discussion regarding increased theft within the community and increase council support to police department
Discussion regarding council personal social media accounts
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 dog ordinance
Discussion regarding ARPA funds and planning of use of funds
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 enforcement of shopping cart ordinance
Discussion regarding graffiti
Discussion regarding dog control and nuisance ordinance
Update from LARP
Discussion regarding the sale or lease of Diamond Mountain Golf Course
Update on Speed Survey