

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
December 4, 2019– 6:00 p.m.

Meeting was called to order at 6:00 p.m. by Mayor Stafford.

Roll call of Councilmembers present: Brian Wilson, Joseph Franco, Brian Moore, Mendy Schuster and Mayor Kevin Stafford.

1 APPROVAL OF AGENDA:

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve the agenda as submitted; motion carried unanimously. Ayes: Franco, Schuster, Moore, Wilson and Stafford.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None.

3 CLOSED SESSION: At 6:01 p.m. the Council entered into Closed Session to discuss the following:

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

Agency Negotiator: Michael Wilson
Bargaining Unit: Susanville Peace Officers Association (SPOA)

B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8:

Property: Memorial Ball Park
Agency Negotiator: Mike Wilson, City Administrator
Negotiating Parties: Lassen Community College
Under Negotiation: Price/Conditions/Terms of Lease

C CONFERENCE WITH LEGAL COUNSEL – existing litigation pursuant to Government Code Section §54956.9(d)(1):

1. Case number 61824, 61839 Matthew Wood, Michael Bollinger vs. Susanville City Council, City of Susanville

4 RETURN TO OPEN SESSION:

Staff present: Mike Wilson, City Administrator; Jessica Ryan, City Attorney; Dan Newton, Public Works Director; James Moore, Fire Chief; Anthony Hanner, Building Official; Deborah Savage, Finance Manager; and Gwenna MacDonald, City Clerk.

Mr. Wilson reported that the City Council approved the agenda with no changes prior to Closed Session. The Council met in Closed Session and there was no reportable action taken.

Mike Wilson provided the Thought of the Day.

5 BUSINESS FROM THE FLOOR:

Gary Bridges discussed a bench that was removed from the bus stop in front of Lassen Family Services.

Ryan Potter, Impact Construction, discussed his company's involvement with the recent rehabilitation project at the former Riverside Park. He commended Dow Davis and the staff at the City for the hard work and dedication to providing park space for the community. His company was awarded the contract to complete the work, and there were some issues along the way which is normal in a project of this type, and throughout the whole process, the staff worked to identify cost saving measures and overall, the important features that were identified in the grant have been completed. Mr. Potter talked at length regarding the upgraded lights, and the money that it would save the City over the lifetime of the system. He commended

Russ Bates and Taylor Concrete for their work on the project and acknowledged the boost to the local community in local salaries for those employed to do the work.

Mr. Wilson commended Mr. Potter and Mr. Bates for being so willing to work with the City to cut costs so that the project would be completed on time. Both companies provided work outside the scope that allowed the City to also complete the project within budget, and the commitment they have to the community and to this project specifically is commendable.

Gary Bridges stated that he lives near the park, and the improved lighting has really cleaned up the neighborhood.

6 CONSENT CALENDAR:

- A Approve Resolution No. 19-5743 authorizing execution of updated Commercial Operator's Agreement for Hangar #39 with Air Methods
- B Approve Resolution No. 19-5744 authorizing execution of ground lease for Hangar #28 with Barbara Willard

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve the Consent Calendar; motion carried unanimously. Ayes: Franco, Schuster, Moore, Wilson and Stafford.

7 PUBLIC HEARINGS:

7A Consider Resolution No. 19-5729 and Ordinance No. 19-1020 Susanville Indian Rancheria General Plan Amendment and Rezone File RZ 19-002

At 7:14 p.m. Mayor Stafford opened the continued public hearing and requested the report.

Mr. Wilson explained that the proposal provides for approval of a rezone of property that is currently R-4 zoning to a designation off General Commercial with C-O zoning. The site is located south of Skyline and east of Paul Bunyan Road and currently undeveloped. The Planning Commission reviewed and approved the rezone while lacking a completed environmental review. The approval included that CEQA review must be completed to the satisfaction of the city prior to any final approval of this zone change by the Susanville City Council.

Jim MacKay, Susanville Indian Rancheria (SIR), stated that the intent is to construct a dialysis center and new health clinic to include mental health and dental. He thanked staff for all of the hard work to get the rezone completed prior to his anticipated retirement.

Mr. Wilson informed the City Council that the new City Planner begins work at the City on December 16th, and it is his recommendation that the hearing be continued to the January 15th meeting. He stated that the project was put together by the former planner, and he does not personally have the education or background to speak to the specifics of the project and the process.

Mayor Stafford asked the SIR representatives who were present if the delay would put them in a bind for the development.

Deana Bovee, SIR Tribal Chair, responded that any time delays prevent the tribe from moving forward and the process of approval for the construction is quite a lengthy one. She was under the impression that the rezone had already been dealt with.

Councilmember Schuster expressed her concern regarding the traffic impact to the 5 way stop.

Mr. Wilson reiterated that moving forward with approving the first reading of the ordinance at this point, which is less than two weeks before the new Planner starts, puts the City at risk because he can present the information, but not defend the decisions that have been stated in the report. He apologized for the inconvenience, but it was beyond the City's control to have the Planner announce his departure in October.

Councilmember Wilson asked if the property was currently in trust with the tribe.

Mr. MacKay responded that it was not currently in trust, however it would ultimately be.

There was a general discussion regarding the project, plans, and the impacts on the neighborhood. The Council expressed concern about the delay for the project, and the desire to see more details regarding the proposed construction.

Mayor pro tem Franco stated that it sounds like a great project for the community.

Councilmember Wilson asked Mr. Newton if the project affected the proposed paving rehabilitation project.

Mr. Newton responded that it did not.

Mayor Stafford asked Chief Moore if the new facility would have an impact on the services provided by the Fire Department. Chief Moore responded that it would.

Councilmember Wilson asked Mr. MacKay if there had been anymore discussion regarding formalizing an MOU for the services that the City provides to the Tribe.

Ms. Bovee' discussed the funding that the Susanville Indian Rancheria provides to the City of Susanville, in addition to the recent purchase of two vehicles for the Police Department which was approximately \$65,000 in contribution to the City.

At 7:42 p.m. Mayor Stafford closed the public hearing.

It was the consensus of the City Council to postpone consideration of the item until the new City Planner starts.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Commission/Committee reports: No business.

9 **NEW BUSINESS:**

9A **Consider approval of vendor warrants numbered 205464 through 205583 for a total of \$427,082.25 including \$295,477.03 in payroll warrants** Ms. Savage reviewed the vendor warrant report.

Councilmember Schuster announced that she would be recusing herself from consideration of this item.

Motion by Councilmember Moore, second by Mayor pro tem Franco, to approve the vendor warrant report; motion carried. Ayes: Moore, Franco, Wilson and Stafford. Abstain: Schuster.

9B **Consider Resolution No. 19-5742 approving fiscal year 2019/2020 budget amendment for purchase of software for Building Department** Mr. Hanner reported that Building and Planning staff have identified a need to improve efficiency of the department by utilizing a software program which would also help meet the new regulations in the 2019 Building Code. The process issuance of permits, the intake process and compiling daily inspection reports and the monthly reconciliation required for submittal of reports to the State is based upon an outdated system that is cumbersome and time consuming.

The program of iWorQ is estimated to streamline the permit issuance process to approximately five minutes and will eliminate the need for excessive data entry and allow staff to create accurate monthly and quarterly reports with much greater accuracy. Building staff is projecting that there will be an increase in new residential construction in the next several years and changes in the 2019 Building Code are moving toward being more home owner friendly and are pushing for more over the counter plan check reviews. By implementing the new software will streamline the work and allow the Permit Technician to conduct the plan checks over the counter without the need for an additional staff member.

Mr. Hanner explained that iWorQ is offering a Community Development package at a one-time cost of \$8,100.00 for set up training and system configuration and an annual price of \$5,500.00, which is locked in with no future fee increases. The cost of the program is included in this year's budget and will not require a budget increase.

Motion by Councilmember Wilson, second by Councilmember Schuster, to approve Resolution No. 19-5742; motion carried unanimously. Ayes: Wilson, Schuster, Franco, Moore and Stafford.

9C Consider approval of Council to move forward with Dog Park on Sierra Road property, using General Funds with known project donation Mr. Wilson explained that an anonymous donor has offered the City funding to construct a dog park within the City limits of the City of Susanville. The effort to identify an appropriate site for the park and develop the project has recently been renewed. City and County staff have met to discuss the feasibility of the County's Mesa Street property however, developing a park at that location is proving to be cumbersome for a variety of reasons. Staff has identified that an alternative location for the dog park is the City's Sierra Road property that was originally purchased with a park grant. Due to the size of the proposed dog park and the modest design proposal, the Sierra Road property looks to be a practical location from a zoning, environmental, permitting, and construction perspective.

Mr. Wilson stated that staff would need to perform additional work to identify what will be required to construct a dog park and is requesting approval to expend \$2,500 in park mitigation funds to reimburse Public Works staff for the time required to assess the site and develop basic construction plans. Additionally, because this site is presently used for material and equipment storage by the City's parks and natural gas divisions, staff will be developing an overall site plan for Council's consideration and approval.

There was a general discussion regarding the site access and required ADA requirements, the benefits for using property that the City already owns and working through the process of locating the park in a different neighborhood than that which had been originally proposed.

Motion by Councilmember Schuster, second by Mayor pro tem Franco, to authorize the expenditure of \$2,500 in park mitigation funds to be utilized as described; motion carried unanimously. Ayes: Schuster, Franco, Moore, Wilson and Stafford.

9D Consider purchase of Susanville Municipal Airport Hangar #27 Mr. Wilson reported that 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, Gary & Judy Davis, owners of Hangar #27, submitted their official notice of intent to sell said hangar for the price of \$38,000.

It was the consensus of the City Council to not purchase the hangar.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

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

12 **CONTINUING BUSINESS:**

13 **CITY ADMINISTRATOR'S REPORTS:**

13A **Fruit Growers Park Update** Mr. Wilson reported that with the completion of the Riverside Park Improvement Project, the park is now officially known as Fruit Growers Park. Staff wished to acknowledge and thank the community for their input, the Public Works and Finance Departments for their hard work in getting the project completed on time and within budget, and to Dow Davis and Anthony Hanner for being onsite and working with the contractors. Mr. Wilson stated that he wanted to acknowledge the donation from LMUD of \$15,000 towards the lighting management and safety upgrades, and again recognize Impact Construction and their subcontractors for their professionalism, creative problem solving, and finishing touches they added to the project.

Russ Bates, Novah Electric, stated that he has worked in the field for 22 years, and not enough credit goes to City staff. The open door policy and availability makes all of the difference in a project like this, and he enjoyed working with them.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Councilmember Schuster thanked Mr. Wilson and Dan Newton for working together on the dog park.

Councilmember Moore wished to acknowledge Sergeant Kelly Merritt's service to the City of Susanville. Mr. Merritt was recently sworn in as an officer with the Sheriff's Department.

15 **ADJOURNMENT:**

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to adjourn; motion carried. Ayes: Wilson, Franco, Moore, Schuster and Stafford.

Meeting adjourned at 8:02 p.m.

Kevin Stafford, Mayor

Respectfully submitted by

Gwenna MacDonald, City Council

Approved on: January 15, 2020