

**SUSANVILLE CITY COUNCIL**  
**Regular Meeting Minutes**  
**February 19, 2020– 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.

Staff present: Mike Wilson, City Administrator; Jessica Ryan, City Attorney, and Gwenna MacDonald, City Clerk.

**1      APPROVAL OF AGENDA:**

Motion by Councilmember Wilson, second by Mayor pro tem Franco, 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 6:02 p.m. the Council entered into Closed Session to discuss the following:**

- A      PUBLIC EMPLOYMENT – pursuant to Government Code Section §54957:
  - 1. Public Works Director
  - 2. Performance: City Administrator

**4      RETURN TO OPEN SESSION:**

Staff present: Mike Wilson, City Administrator; Jessica Ryan, City Attorney; Dan Newton, Public Works Director; James Moore, Fire Chief; Deborah Savage, Finance Manager; Daniel Gibbs, City Engineer; Quincy McCourt, Project Manager; and Gwenna MacDonald, City Clerk.

Mr. Wilson reported that the City Council approved the agenda with no changes prior to Closed Session. The scheduled presentation would not be heard due to the unavailability of representatives from Buxton Company. Mr. Wilson stated that the Council met in Closed Session and direction was provided to staff.

Mayor Stafford provided the Thought of the Day.

*Economic Development Presentation by Buxton Company*

**5      BUSINESS FROM THE FLOOR: No comments.**

**6      CONSENT CALENDAR:**

- A      Approve minutes from the City Council's January 15, 2020 meeting
- B      Receive and file Financial Reports: January 2020
- C      Receive and file Golf Course Reports through January 31, 2020
- D      Approve the write-off of accounts receivable in the amount of \$12,464.75

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

**7      PUBLIC HEARINGS:**

**7A      Consider Ordinance No. 20-1021 adopting by reference various 2019 Building Codes and Appendices: Waive first reading and introduce** Mr. Wilson explained that the State of California updates the State Building Code every three years and it is required by all local jurisdictions per Title 24. The

proposed ordinance will adopt the Title 24 by reference and amend Title 15 of the Susanville Municipal Code. In addition, there are several appendices to assist with implementation of the Code that are not mandated by the State and staff recommends adoption at a later date due to various updates and revisions.

At 7:04 p.m. Mayor Stafford opened the public hearing and invited comments or questions from the public. There being no questions or comments, Mayor Stafford closed the hearing at 7:05 p.m.

Motion by Councilmember Schuster, second by Councilmember Moore, to waive the first reading and introduce Ordinance No. 20-1021; motion carried unanimously. Ayes: Schuster, Moore, Franco, Wilson and Stafford.

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

**9** **NEW BUSINESS:**

**9A** **Consider approval of vendor warrants numbered 205997 through 206046 for a total of \$355,662.67 including \$190,020.57 in payroll warrants** Ms. Savage reviewed the vendor warrant report. Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve the vendor warrant report as submitted; motion carried unanimously. Ayes: Franco, Wilson, Moore, Schuster and Stafford.

**9B** **Consider approval of City of Susanville 2019 Annual Progress Report for the Housing Element of the City of Susanville's General Plan 1990-2010** Mr. McCourt explained that the City is updating the Housing Element for City of Susanville General Plan 1990-2010. The housing element is one of the seven mandated elements of the local general plan. Housing element law, enacted in 1969, mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The update is mandated by State and part of the process includes a public meeting to provide an Annual Progress Report to community and City Council. The proposed City of Susanville Housing Element is for the planning period of 2019 to 2024. A public workshop is to be held on February 20, 2020, to provide an opportunity for community members and stakeholders to provide comments and concerns. Adoption of the Housing Element is required by state law and a certified Housing Element is required for the city to obtain grant funding for housing rehabilitation or for certain types of new housing projects and to assist with securing funding for further General Plan Updates that are also required by state law.

There was a general discussion regarding notices of funding and opportunities to fund updates to the General Plan with CDBG funding.

Motion by Councilmember Schuster, second by Councilmember Moore, to approve the progress report as submitted; motion carried unanimously. Ayes: Schuster, Moore, Franco, Wilson and Stafford.

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

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

**12** **CONTINUING BUSINESS:**

**12A** **Discussion regarding Homelessness** Mr. Wilson explained that at its January 15, 2020 meeting, the City Council directed staff to include the subject of the community's homeless on each agenda to provide an opportunity for continued discussion. The City and County held a joint meeting at Jensen Hall on February 18<sup>th</sup>, and numerous members of the community spoke regarding the problem and efforts being put forward by the County and City to address the program.

Chief Moore discussed the partnership with the County and the challenges facing both agencies to meet the State requirements for providing shelter for the homeless.

Sherri Ferril spoke regarding the emergency shelter and the services that Crossroads provides to the community. She stated that Crossroads is a faith-based organization so they do not receive any government funding that an emergency shelter would receive.

Andi Traphagan spoke to the City Council regarding her experiences with owning an RV Park in Paradise, with a focus on how to deal with the issue of homelessness. She offered many ideas and suggestions to deal with the problem in the City.

Councilmember Schuster spoke about the condition of the Little League Park, and the importance of protecting the community's children from the garbage and pollution caused by the camping and homeless.

Tom Traphagen spoke regarding the issues that he and his wife had with their property in Paradise. He said that it is important to be consistent so that the population is uncomfortable. If they are not comfortable, then they will not camp in place.

There was a general discussion regarding the importance of protecting the river corridor and recreational spaces in the community from the homeless population, and the rights of the citizens to reclaim the public spaces that are there for everyone to enjoy.

Quincy McCourt provided an update regarding the next river clean up day.

**13**     **CITY ADMINISTRATOR'S REPORTS:** No business.

**14**     **COUNCIL ITEMS:**

**14A**    **AB1234 travel reports:**

**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 8:48 p.m.

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Kevin Stafford, Mayor

Respectfully submitted by

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Gwenna MacDonald, City Clerk

*Approved on: May 6, 2020*