CITY OF SUSANVILLE
66 North Lassen Street ◆ Susanville CA
Kevin Stafford, Mayor
Joseph Franco, Mayor pro tem
Brian Moore * Mendy Schuster * Brian R. Wilson

SUSANVILLE COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting ◆ City Council Chambers
February 19, 2020 – 6:00 p.m.

Call meeting to order
Roll call of Councilmembers present

Next Resolution No. 20-5752
Next Ordinance No. 20-1022

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

4 **RETURN TO OPEN SESSION**: (recess if necessary)

- *Reconvene in open session at 7:00 p.m.*
- *Pledge of allegiance*
- *Report any changes to agenda*
- *Report any action out of Closed Session*
- *Moment of Silence or Thought for the Day: Kevin Stafford*
- *Proclamations, awards or presentations by the City Council:*
  Economic Development Presentation by Buxton Company

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.

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

7 PUBLIC HEARINGS:

A Consider **Ordinance No. 20-1021** adopting by reference various 2019 Building Codes and Appendices: Waive first reading and introduce

8 COUNCIL DISCUSSION/ANNOUNCEMENTS:

Commission/Committee Reports:

9 NEW BUSINESS:

A Consider approval of vendor warrants numbered 205997 through 206046 for a total of $355,662.67 including $190,020.57 in payroll warrants

B Consider approval of City of Susanville 2019 Annual Progress Report for the Housing Element of the City of Susanville's General Plan 1990-2010

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

A Discussion regarding Homelessness

13 CITY ADMINISTRATOR'S REPORTS: No business.

14 COUNCIL ITEMS:

A AB1234 travel reports:

15 ADJOURNMENT:

- ***The next regular meeting of the Susanville City Council will be held on March 4, 2020 at 6:00 p.m.***

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.org, 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, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for February 19, 2020 in the areas designated on February 14, 2020.

Gwenna MacDonald, City Clerk

AGENDA ITEM NO. 6A

Reviewed by: City Administrator

X Motion Only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's January 15, 2020 meeting.

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's January 15, 2020 meeting

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's January 15, 2020 meeting.

ATTACHMENTS: Minutes: January 15, 2020

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
January 15, 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 Kevin Jones, Police Chief.

1 APPROVAL OF AGENDA:
Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve the agenda as submitted; motion carried. 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 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 scheduled presentation would not be heard due to the unavailability of representatives from Buxton Company. Mr. Wilson requested that Item 9B be moved to consideration after the presentation.

Mayor pro tem Franco provided the Thought of the Day.

Economic Development Presentation by Buxton Company.

9B Consider approval of Resolution No. 20-5745 approving CAFR Ms. Savage explained that the firm of Van Lant & Fankhanel, LLP has completed the audit of the City's financial statements for the fiscal year ended June 30, 2019. She introduced Greg Fankhanel to review the report.

Mr. Fankhanel explained that the audit included the financial statements of the governmental entities, business-type activities, each major fund, and the aggregate remaining fund information which comprises the City's financial statements. The CAFR includes Management's Discussion and Analysis comparing audited numbers from this year and the previous audited year. The City has received a clean or unmodified opinion, and he added that the City's staff was great to work with, providing information and assisting in the process.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Resolution No. 20-5745; motion carried unanimously. Ayes: Franco, Wilson, Franco, Moore, Schuster and Stafford.

5 **BUSINESS FROM THE FLOOR**:

Rudy Valentine stated that he has lived in Susanville for many years, and he is concerned regarding the recent increase in crime. His car as been stolen twice, his mail has been stolen, his wife was assaulted, his building was broken into several times, and he is very concerned and would like to see a real plan of how the City is going to address the problem.

Mayor Stafford asked if had reported all of these incidents.

Mr. Valentine responded that he was told by the Police Department that there was not a lot that could be done. It is very frustrating to be told that, and while he can handle himself in an altercation, he is getting tired of it. He added that Susanville is just not the same anymore, and people are not calling things in because they feel like nothing is being done about it.

Harold Kimbriel stated that the homeless are being recruited to come here.

Mayor Stafford advised that a joint meeting with the County at Jensen Hall to discuss the issue with homelessness.

Councilmember Wilson added that the problem is not just a homeless problem.

Mayor pro tem Franco agreed, stating that the homeless issue is not just a homeless problem, but a drug problem and crime problem.

Marcina Welker commented that she has lived on Richmond Road for many years, and a bullet came through her doorway from across the street. She appreciated everyone's help, but in many cases the Police Department's hands are tied.

Lance Lively, Little League President, stated that the League is made up of 100 percent volunteers, and they cannot keep the homeless people from breaking into the snack bar and Connex and they have stolen $3,000 worth of merchandise. Last year, they found 16 needles on the property. He requested that the City Council consider moving the Little League fields to the property on Sierra Road, to get it away from the river.

Russell Bates thanked the City Council for listening, and he thanked everyone who has stood up to speak. He stated that he got a hand up at one time from Crossroads; they drug test nightly, and they provide a valuable service to those who need it. It's not just a homeless issue, it is mental illness, drug dependency, but for the people who want help, there aren't enough facilities available to help them.

Mayor pro tem Franco thanked everyone for their comments. He works at the Forest Service which is right by the river trail. People don't use the trail anymore because of the homeless camps, and he encouraged everyone to keep getting involved because it will take a group to address the issue.

Mr. Wilson stated that the City doesn't give out money or pay transient people to come to Susanville. The County receives funding from the State to provide those health and family services to the community, and they recently received $500,000 from the State to address homelessness. Having a background and career in law enforcement, he disagrees with the statement that the police aren't able to do anything.

Russell Bates stated that a large part of the problem lies with the State, because the laws are so lax now, there aren't any consequences or accountability for people to abide by the law.

Gary Bridges stated that the river is a breeding ground for disease, and the homeless are polluting the waterway and they cannot continue to live there. He stated that the City's hands are tied in many ways, and he encouraged those present to continue participating in the meetings.

Michael Kirack stated that they are seeing a lot of vandalism and the response from the Police Department is that they cannot do anything about it. There are vacant buildings all over town, and he had to pay a $500 bill because he didn't cut the grass on one of his lots. He stated that Crossroads is part of the problem, and they are over-crowded in their housing and it is an eye sore as people come in from the east side of town.

Teresa Mossinger agreed with the comments that everyone is making, however a large part of the problem is that law enforcement's hands are tied in terms of what is considered a crime now. The state went from three strikes you're out, and now there are people not being jailed for what they would have been before. Crossroads might look terrible, but they do a lot of good work helping people who need it.

Mr. Wilson thanked everyone for their comments and reminded the public that the Council is not allowed to take action during the public comment period.

6 CONSENT CALENDAR:

A Approve minutes from the City Council's October 16, November 20, December 4 and 18, 2019 meetings

B Receive and file Financial Reports: October and November 2019

C Approve **Resolution No. 20-5747** approving Land Lease for Hangar #27

Motion by Councilmember Wilson, second by Councilmember 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. Hanner requested that the City Council open and continue the public hearing to the next meeting so that final changes could be made to the ordinance.

Mayor Stafford opened at 8:15 p.m. and continued the Hearing to February 5, 2020.

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

9 NEW BUSINESS:

9A Consider approval of vendor warrants numbered 205700 through 205851 for a total of $806,684.45 including $468,079.62 in payroll warrants Ms. Savage reviewed the vendor warrant report. Motion by Councilmember Franco, second by Councilmember Wilson to approve the vendor warrant as submitted; motion carried. Ayes: Franco, Wilson, Moore and Stafford. Abstain: Schuster.

9B Consider approval of Resolution No. 20-5745 approving CAFR

9C Consider approval of Resolution No. 20-5746 authorizing the execution of Letter Agreement for Consulting Services with Interstate Gas Services, Inc. (IGS) Mr. Newton reported that the letter of agreement for consulting services with Interstate Gas Services, Inc. (IGS) executed in 2013 has been updated to reflect a proposed scope of work and hourly rate.

There was a general discussion regarding natural gas prices and purchasing.

Motion by Councilmember Schuster, second by Mayor pro tem Franco, to approve Resolution No. 20-5746; motion carried unanimously. Ayes: Schuster, Franco, Moore, Wilson and Stafford.

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

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

12 **CONTINUING BUSINESS**: No business.

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

14 **COUNCIL ITEMS**:

14A **AB1234 travel reports**:

Councilmember Moore complimented the Fire Department regarding their response and professionalism at the recent auto rollover accident on Fairfield. Councilmember Moore also discussed the HGTV Town Makeover contest and he encouraged people to attend the meeting scheduled at the Chamber of Commerce at 10:00 a.m.

Councilmember Schuster complimented the Public Works department for assistance with removing the Christmas lights across Main Street.

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 8:30 p.m.

_____
Kevin Stafford, Mayor

Respectfully submitted by

_____ *Approved on:* _____
Gwenna MacDonald, City Clerk

AGENDA ITEM NO. 6B

Reviewed by: City Administrator

_X_ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Deborah Savage, Finance Manager

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for the Council's review is the cash and investment report and the summary report of revenues, expenditures and projected fund balances for the month of January 2020.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file monthly finance reports.

ATTACHMENTS:
Pooled cash and investments report
Cash and Investment report
Receipts and disbursements report
Revenues, expenses and fund balances report

POOLED CASH & INVESTMENTS

January 31, 2020

POOLED CASH FUND	
Cash Clearing - Utilities	(51)
Tri-Counties Bank	206,870
LAIF	15,680,606
Total Cash & Investments	15,887,424

Pooled Cash Allocation:

General	**827,601**
Public Safety Police	**(27,090)**
Public Safety Fire	**(3,101)**
General Fund Reserves	1,394,275
General Fund Restricted	387,259
Special Revenue	1,311,488
Capital Projects	13,848
Debt Service	355,777
Enterprise	
Airport	458
Airport CIP	40,440
Geothermal	266,773
Golf Course	(73,632)
Natural Gas	6,630,150
Water	4,138,193
Internal Service	405,527
Trust & Agency	219,458
Total Cash & Inv. Allocations	15,887,424

CASH WITH FISCAL AGENTS

January 31, 2020

General	
Special Revenue	
Capital Projects	
Debt Service	
Enterprise	
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	0
GRAND TOTAL	15,887,424

S:/Finance/Debi/Council Cash & Investments Report
2/13/2020 10:45
Totals may not add due to rounding

TRI-COUNTIES BANK

			$428,333.80
1/2/2020			$428,333.80
1/2/2020		**$51.61**	$428,385.41
1/2/2020	**-$141,935.86**		$286,449.55
1/2/2020		**$71,657.00**	$358,106.55
1/2/2020		**$17,295.25**	$375,401.80
1/3/2020	**-$105,865.26**		$269,536.54
1/3/2020		**$87.56**	$269,624.10
1/3/2020		**$549.98**	$270,174.08
1/3/2020		**$1,344.64**	$271,518.72
1/3/2020	**-$20.00**		$271,498.72
1/3/2020	**-$20.00**		$271,478.72
1/3/2020	**-$43,234.98**		$228,243.74
1/3/2020		**$14,398.96**	$242,642.70
1/3/2020		**$12,009.05**	$254,651.75
1/6/2020		**$2,056.54**	$256,708.29
1/6/2020		**$1,726.71**	$258,435.00
1/6/2020	**-$60.95**		$258,374.05
1/6/2020	**-$2,163.40**		$256,210.65
1/6/2020		**$395,749.78**	$651,960.43
1/6/2020		**$18,329.37**	$670,289.80
1/7/2020		**$24,232.39**	$694,522.19
1/7/2020		**$12,911.91**	$707,434.10
1/8/2020		**$3,469.93**	$710,904.03
1/8/2020		**$1,209.22**	$712,113.25
1/8/2020	**-$0.10**		$712,113.15
1/8/2020	**-$105.10**		$712,008.05
1/8/2020	**-$661.74**		$711,346.31
1/8/2020	**-$20.08**		$711,326.23
1/8/2020		**$22,754.95**	$734,081.18
1/8/2020		**$10,892.74**	$744,973.92
1/9/2020		**$1,766.11**	$746,740.03
1/9/2020		**$46.93**	$746,786.96
1/9/2020		**$20,176.37**	$766,963.33
1/9/2020	**-$358,821.25**		$408,142.08
1/9/2020		**$26,641.97**	$434,784.05
1/9/2020		**$12,647.52**	$447,431.57
1/10/2020	**-$7,150.58**		$440,280.99
1/10/2020	**-$348,000.00**		$92,280.99
1/10/2020		**$7,851.46**	$100,132.45
1/10/2020		**$10,914.32**	$111,046.77
1/10/2020		**$6,510.63**	$117,557.40
1/13/2020		**$51,916.10**	$169,473.50
1/13/2020		**$8,815.58**	$178,289.08
1/14/2020		**$19,225.17**	$197,514.25
1/14/2020		**$6,692.58**	$204,206.83
1/15/2020		**$1,164.52**	$205,371.35
1/15/2020		**$177.50**	$205,548.85
1/15/2020		**$2,983.19**	$208,532.04
1/15/2020		**$200,000.00**	$408,532.04
1/15/2020	**-$11,429.07**		$397,102.97
1/15/2020	**-$37.77**		$397,065.20
1/15/2020	**-$117,193.91**		$279,871.29
1/15/2020	**-$727.31**		$279,143.98
1/15/2020	**-$35,387.03**		$243,756.95

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
JANUARY 31, 2020

COMBINED ACCOUNTS

9999-1001-001	CASH CLEARING - UTILITIES	(51.24)
9999-1001-004	CASH CLEARING - BUSINESS LIC	41.00
9999-1011-002	TRI COUNTIES BANK	206,869.62
9999-1030-001	LAIF	15,680,606.02
	TOTAL COMBINED CASH AND INVESTMENTS	15,887,465.40
9999-1000-000	CLAIM ON CASH	(15,887,465.40)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	17,275.66
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,621.10
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	114,558.46
1004	ALLOCATION TO GF-PANCERA	19,320.02
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,394,275.38
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	23,378.16
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	151,745.55
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	57,360.20
2002	ALLOCATION TO STATE COPS	29,077.43
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	587,026.59
2006	ALLOCATION TO SNOW REMOVAL	(4,097.07)
2007	ALLOCATION TO STREETS & HIGHWAYS	(98,937.35)
2008	ALLOCATION TO TOBACCO GRANT	(89,578.62)
2010	ALLOCATION TO STREET MITIGATION	58,774.11
2011	ALLOCATION TO POLICE MITIGATION	31,975.32
2012	ALLOCATION TO FIRE MITIGATION	121,667.61
2013	ALLOCATION TO PARK DEDICATION FUND	155,418.23
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	435.50
2018	ALLOCATION TO HOME REVOLVING FUND	466,814.28
2030	ALLOCATION TO TRAFFIC SAFETY	58,890.35
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	84,214.43
2037	ALLOCATION TO SKYLINE BICYCLE LANE	10,214.84
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	(100,407.32)
4003	ALLOCATION TO CITY HALL	62,322.33
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	318,940.41
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	(25,485.63)
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	858,600.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	879,243.19
7202	ALLOCATION TO AIRPORT CIP FUND	40,439.78
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	4,491.81
7630	ALLOCATION TO RISK MANAGEMENT FUND	305,847.22
7650	ALLOCATION TO PAYROLL	(14.93)
8402	ALLOCATION TO LAFCO	62,787.96
8403	ALLOCATION TO SEC 125 & AFLAC	4,436.29
8404	ALLOCATION TO AIR POLLUTION	195,909.08
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	200,476.23

8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(314,298.79)
8407	ALLOCATION TO AIR POLLUTION- CCI REDUCTION	70,146.82
	ALLOCATIONS TO RESTRICTED FUNDS	7,563,939.63
	UNRESTRICTED FUNDS	
1000	ALLOCATION TO GENERAL FUND	827,641.72
1009	ALLOCATION TO PUBLIC SAFETY POLICE	(27,090.11)
1010	ALLOCATION TO PUBLIC SAFETY FIRE	(3,101.00)
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	2,360,510.40
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	39,839.80
7201	ALLOCATION TO AIRPORT	457.67
7301	ALLOCATION TO GEOTHERMAL UTILITY	266,773.05
7401	ALLOCATION TO NATURAL GAS	4,823,075.26
7530	ALLOCATION TO GOLF COURSE	(73,631.64)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	95,202.65
	ALLOCATIONS TO UNRESTRICTED FUNDS	8,323,525.77
	TOTAL ALLOCATIONS TO OTHER FUNDS	15,887,465.40
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(15,887,465.40)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TRI-COUNTIES BANK

1/15/2020	-$5,006.30		$238,750.65
1/15/2020	-$1,483.31		$237,267.34
1/15/2020	-$32,048.84		$205,218.50
1/15/2020	-$79,860.00		$125,358.50
1/15/2020	-$1,112.76		$124,245.74
1/15/2020	-$350.96		$123,894.78
1/15/2020	-$505.50		$123,389.28
1/15/2020	-$10,018.46		$113,370.82
1/15/2020		$38,342.15	$151,712.97
1/15/2020		$3,791.08	$155,504.05
1/16/2020	-$40,589.74		$114,914.31
1/16/2020		$36,288.15	$151,202.46
1/16/2020		$5,613.23	$156,815.69
1/16/2020		$870.13	$157,685.82
1/17/2020	-$80.55		$157,605.27
1/17/2020	-$105.00		$157,500.27
1/17/2020	-$100.45		$157,399.82
1/17/2020	-$117.42		$157,282.40
1/17/2020	-$215.20		$157,067.20
1/17/2020		$2,101.22	$159,168.42
1/17/2020		$45,819.07	$204,987.49
1/17/2020		$7,424.52	$212,412.01
1/17/2020	-$7,600.00		$204,812.01
1/21/2020		$1,425,162.17	$1,629,974.18
1/21/2020			$1,629,974.18
1/21/2020			$1,629,974.18
1/21/2020		$2,101.22	$1,632,075.40
1/21/2020		$569.14	$1,632,644.54
1/21/2020		$599.47	$1,633,244.01
1/21/2020	-$100.46		$1,633,143.55
1/21/2020	-$103.36		$1,633,040.19
1/21/2020	-$1,194.54		$1,631,845.65
1/21/2020		$21,737.14	$1,653,582.79
1/21/2020		$8,896.92	$1,662,479.71
1/22/2020		$26,801.19	$1,689,280.90
1/22/2020		$776.89	$1,690,057.79
1/22/2020	-$83,364.48		$1,606,693.31
1/22/2020	-$150.00		$1,606,543.31
1/22/2020	-$30.79		$1,606,512.52
1/22/2020	-$1,358,000.00		$248,512.52
1/22/2020		$28,472.25	$276,984.77
1/22/2020		$8,049.01	$285,033.78
1/23/2020	-$57,926.04		$227,107.74
1/23/2020		$35,765.57	$262,873.31
1/23/2020		$7,602.50	$270,475.81
1/24/2020		$51.00	$270,526.81
1/24/2020		$474.45	$271,001.26
1/24/2020		$125,117.50	$396,118.76
1/24/2020		$170.00	$396,288.76
1/24/2020		$121.94	$396,410.70
1/24/2020		$830,922.43	$1,227,333.13
1/24/2020		$7,337.10	$1,234,670.23
1/27/2020		$36,327.68	$1,270,997.91
1/27/2020		$7,098.53	$1,278,096.44
1/28/2020		$90,038.21	$1,368,134.65

TRI-COUNTIES BANK

1/28/2020		**$7,093.80**	$1,375,228.45
1/29/2020	**-$113,719.67**		$1,261,508.78
1/29/2020	**-$31,783.32**		$1,229,725.46
1/29/2020	**-$4,387.29**		$1,225,338.17
1/29/2020	**-$2,330.39**		$1,223,007.78
1/29/2020	**-$1,414.11**		$1,221,593.67
1/29/2020	**-$32,037.33**		$1,189,556.34
1/29/2020	**-$4,348.46**		$1,185,207.88
1/29/2020		**$66,312.91**	$1,251,520.79
1/29/2020		**$3,018.01**	$1,254,538.80
1/30/2020		**$2,183.58**	$1,256,722.38
1/30/2020		**$1,434.97**	$1,258,157.35
1/30/2020		**$300.06**	$1,258,457.41
1/30/2020		**$2,491.68**	$1,260,949.09
1/30/2020		**$849.11**	$1,261,798.20
1/30/2020		**$33,315.04**	$1,295,113.24
1/30/2020		**$1,183.75**	$1,296,296.99
1/30/2020		**$1,688.66**	$1,297,985.65
1/30/2020	**-$1,022,000.00**		$275,985.65
1/30/2020	**-$120.70**		$275,864.95
1/30/2020	**-$151.96**		$275,712.99
1/30/2020	**-$164,836.08**		$110,876.91
1/30/2020		**$14,376.18**	$125,253.09
1/30/2020		**$5,625.78**	$130,878.87
1/31/2020	**-$41.00**		$130,837.87
1/31/2020	**-$806.02**		$130,031.85
1/31/2020	**-$2,400.83**	**$65,613.30**	$193,244.32
1/31/2020		**$12,810.36**	$206,054.68
1/31/2020		**$830.32**	$206,885.00
1/31/2020	**-$15.00**		$206,870.00

s:/Debi/fund Balances Report

Fund #	Fund Title	Audited 6/30/19 Fund Balance	YTD Revenue	YTD Expenditures	**Unaudited January** Fund Balance 1/31/2020
100X	General Fund	3,814,413	2,943,166	3,985,440	2,772,139
2002	State COPS	80,821	556	52,300	29,077
2005	Road Maintenance & Rehab SB-1	440,359	174,550		614,909
2006	Snow Removal	17,463	105	21,710	(4,142)
2007	Streets	(101,387)	1,978,179	1,997,537	(120,745)
2008	DOJ Tobacco Grant	(44,774)	124,823	59,897	20,152
2010	Street Mitigation	52,986	5,788		58,774
2011	Police Mitigation	49,927	9,712	27,662	31,977
2012	Fire Mitigation	114,337	7,331		121,668
2013	Park Dedication	157,545	3,568	5,681	155,432
2016	State Comm. Dev. Rev.FD	864,971	(900)	10,424	853,648
2018	Home Revolving Fund	754,638	4,089	4,385	754,342
2030	Traffic Safety	57,198	1,694		58,893
2035	Traffic Signals Fund	83,033	1,219		84,251
2037	Skyline Bicycle Lane	9,476	740		10,216
2040	CDBG Riverside Drive Project	292,460	384,159	777,026	(100,407)
3015	City Hall Parklng Lot	13,848			13,848
4003	City Hall Debt Service	52,245	80,486	70,408	62,323
4004	2013 CalPERS Refunding Loan	259,230	300,467	240,756	318,940
4005	Community Pool Debt Service	1,675	58,737	85,898	(25,486)
711X	Water Funds	4,267,499	4,025,949	3,961,114	4,332,334
720X	Airport	2,051,035	85,145	166,441	1,969,739
7301	Geothermal	565,445	59,258	63,650	561,053
740X	Natural Gas	1,267,259	2,372,024	2,870,209	769,073
7530	Golf Course	2,367,796	119,754	191,202	2,296,347
7620	PW Admin/Engineering	82,543	114,285	136,006	60,822
7630	Risk Management	460,602	436,690	580,240	317,052
8402	LAFCO	37,718	56,167	25,018	68,867
8404	Air Pollution	160,208	390,298	346,450	204,056
8405	Air Pollution - Carl Moyer	121,199	241,913	162,636	200,476
8406	IRWM - Management Group	(19,512)		281,298	(300,810)
8407	CCI Woodsmoke Reduction	3,868	102,274	35,995	70,147
	TOTALS	18,336,120	14,082,226	16,159,381	16,258,966

AGENDA ITEM NO. 6C

Reviewed by: City Administrator

___Motion only
___ Public Hearing
___ Resolution
___ Ordinance
__X_ Information

Submitted By: Deborah Savage, Finance Manager

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Golf Course Update

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for Council's review is the golf course corrected report of revenues, expenses and cash through January 31, 2020.

FISCAL IMPACT: None

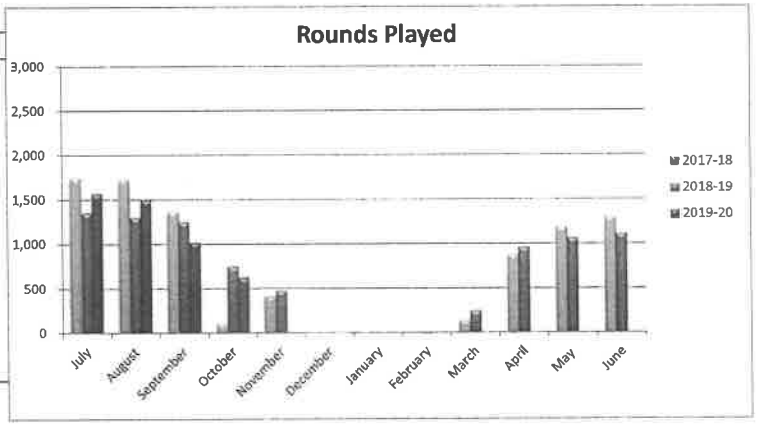
ACTION REQUESTED: Information only.

ATTACHMENTS: Monthly golf course report

GOLF COURSE

Rounds Played

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
July	1,862	1,738	1,888	1,740	1,748	1,359	1,570
August	1,609	1,398	1,880	1,715	1,734	1,308	1,506
September	1,277	1,363	1,886	1,516	1,368	1,255	1,023
October	1,163	965	1,117	1,106	105	748	630
November	697	777	0	0	408	477	0
December	66	106	15	0	0	0	0
January	48	183	20	3	0	0	0
February	41	182	134	0	0	5	
March	56	717	349	104	139	249	
April	1,599	1,275	1,138	958	871	956	
May	1,923	1,514	1,295	1,258	1,191	1,069	
June	1,613	1,831	1,714	1,621	1,302	1,113	
	11,954	12,049	11,436	10,021	8,866	8,539	4,729

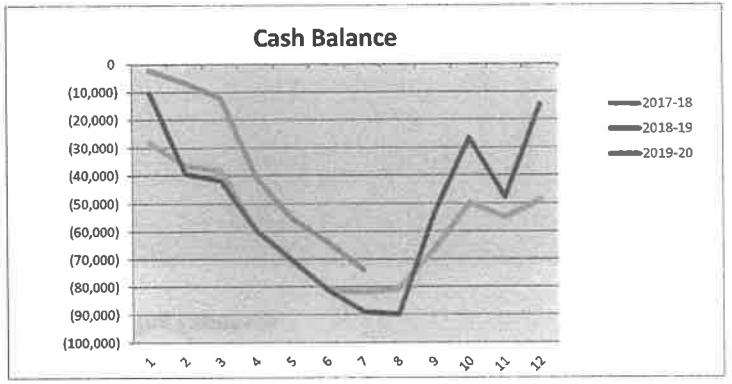


Winter Play does not include rounds played for annual members.

* Golf Course Manager unable to verify rounds played due to computer software malfunction.

Cash Balance ($) at month end

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
July	46,316	40,244	10,656	9,468	(28,199)	(10,356)	(2,192)
August	21,223 (2)	3,187	11,290	(2,596)	(36,537)	(39,409)	(6,529)
September	20,658	(16,159)	2,908	(5,031)	(38,173)	(41,816)	(12,090)
October	(1,610)	(39,909)	(16,418)	(20,889)	(60,027)	(59,679)	(40,775)
November	(15,142)	(52,457)	(33,946)	(35,325)	(70,614)	(70,264)	(55,322)
December	(22,109)	(58,501)	(45,052)	(41,821)	(81,379)	(81,163)	(63,815)
January	18,530	(25,397)	(45,959)	(56,650)	(81,869)	(88,963)	(73,632)
February	31,973	(8,634)	(19,234)	(60,401)	(80,829)	(89,811)	
March	54,233	24,611	6,820	(39,487)	(66,530)	(53,858)	
April	63,514	26,858	22,910	(33,331)	(49,776)	(26,455)	
May	49,830	29,518	20,845	(15,976)	(54,943)	(47,780)	
June	47,143	52,336 (3)	20,526	(23,097)	(48,692)	(14,681)	
June Revised	47,143	52,336	20,526	(23,097)	0 (4)	0 (5)	



(1) - General Fund transferred $244,886 to remove negative cash

(2) Purchase Rough Mower $10,200

(3) Pump repair $22,206 ($34,980 in accounts payable booked in 2014-2015, cash out in 2015-2016)

(4) City transferred $48,692 to Golf Course to remove negative cash

(5) City transferred $14,680.88 to remove negative cash (Total transfer for year $45,632.88)

GOLF COURSE

Revenue ($)

	2015-16 Revenues		2016-17 Revenues		2017-18 Revenues		2018-19 Revenues	2019-20 Revenues
July	$87,642	1	$56,462	1	$67,065	1	$53,062	$35,712
August	$50,876		$28,757		$33,486		$25,976	$33,491
September	$31,187		$29,301		$23,244		$23,555	$26,137
October	$17,134		$12,538		$16,101		$15,712	$11,107
November	$7,544		$7,274		$5,240		$9,717	$11,607
December	$5		$9,569		$4,865		$1,893	$100
January	$5,290		$387		$9,634		$6,897	$1,600
February	$30,997		$2,207		$7,122		$7,586	
March	$32,949		$27,148		$23,891		$44,747	
April	$35,048		$27,502		$32,648		$45,445	
May	$25,647		$39,797		$27,413		$23,533	
June	$10,525	2	$5,740	2	$8,999	2	$22,918	
General Fund					$48,692		$14,681	
	$334,843		$246,681		$308,399		$295,722	$119,754

Expenses ($)

		2015-16 Expenses	2016-17 Espenses	2017-18 Expenses	2018-19 Expenses	2019-20 Expenses
July		$37,725	$22,204	$21,978	$27,952	$26,095
August		$54,836	$40,668	$42,313	$43,502	$37,192
September		$43,223	$27,251	$25,149	$33,420	$33,732
October		$38,482	$30,455	$40,557	$34,460	$41,730
November		$27,487	$24,076	$18,643	$22,200	$28,533
December		$15,081	$17,947	$15,669	$15,148	$11,187
January		$7,588	$17,425	$12,698	$16,652	$12,734
February		$6,376	$11,556	$7,847	$10,173	
March		$8,322	$8,249	$10,583	$10,581	
April		$21,600	$20,289	$17,756	$20,114	
May		$28,715	$31,225	$34,431	$47,094	
June	*	$64,840	$63,067	$51,564	$16,979	
		$354,275	$314,413	$299,189	$298,276	$191,202
Net Profit(Loss)		-$19,432	-$67,732	$9,210	-$2,554	-$71,448

* Expense higher due to pump maintenance.

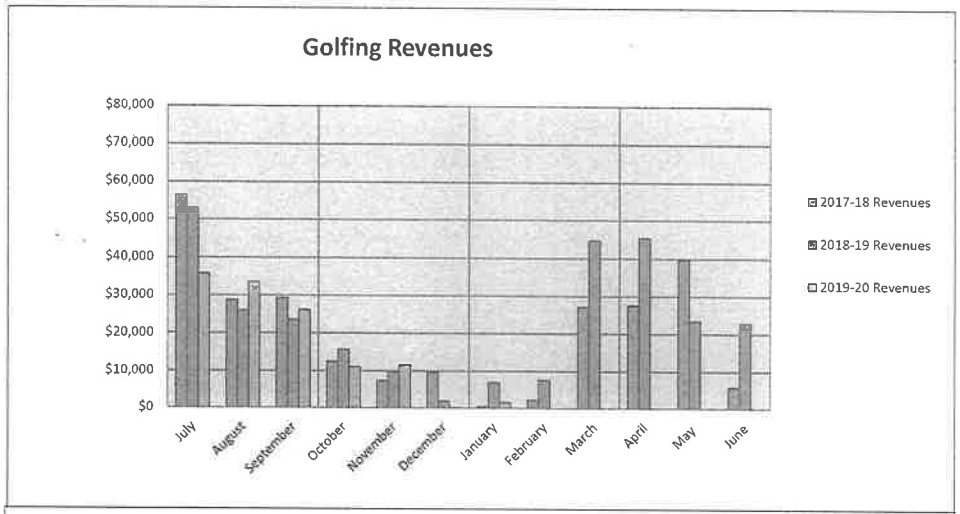
(1) Revenue numbers changed for annual amounts due in this fiscal year.

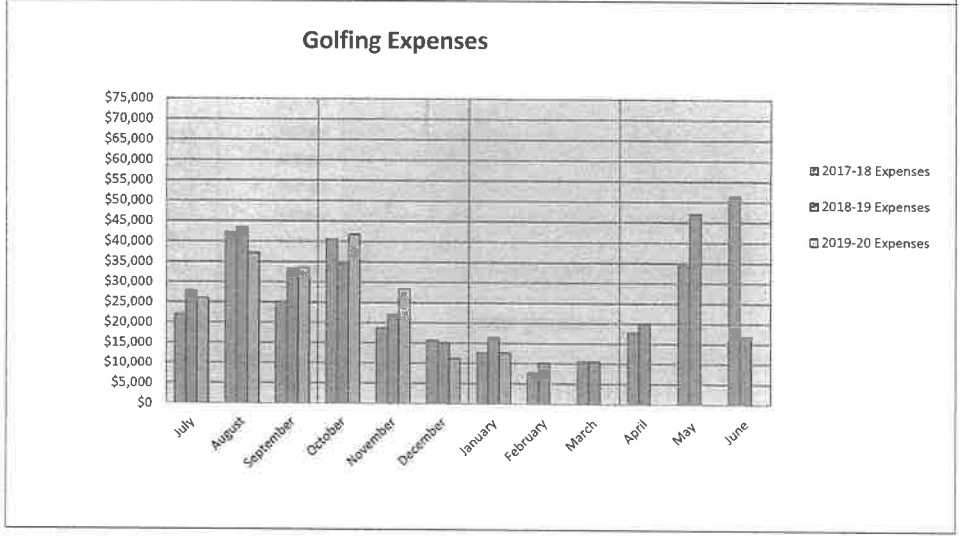
(2) Revenue numbers lower for accring annual revenues into correct period ($30,828)

Annual Memberships received Jan-Mar that are booked in July as revenue
(Cash received Jan-Mar, revenue recognized in July)

July 2015	$42,929
July 2016	$31,704
July 2017	$42,714
July 2018	$28,071
July 2019	$33,629

Annual Memberships Sold		Punch Cards Sold
2015	61	127
2016	49	153
2017	51	123
2018	37	126
2019	42	67





GOLF COURSE RESTAURANT

2013-14

Revenues	Revenues	Expenses	Net Profit(Loss)
July	$8,783	$9,078	(295)
August	$5,594	$13,999	(8,406)
September	$7,767	$5,924	1,843
October	$4,097	$7,101	(3,005)
November	$2,411	$3,261	(851)
December			
January			
February			
March		$600	(600)
April	$5,183	$8,264	(3,082)
May	$8,453	$13,272	(4,819)
June	$17,708	$26,694	(8,987)
	$59,994	$88,194	(28,200)

2014-15

	Revenues	Expenses	Net Profit(Loss)
	$ 9,328	$ 10,493	(1,165)
	$ 10,671	$ 19,642	(8,971)
	$ 10,204	$ 18,853	(8,649)
	$ 8,645	$ 11,004	(2,359)
	$ 3,512	$ 5,218	(1,706)
	$ 3,757	$ 4,730	(972)
	$ 10,754	$ 13,156	(2,402)
	$ 16,253	$ 20,809	(4,555)
	$ 73,125	$ 103,904	(30,779)

2015-16

	Revenues	Expenses	Net Profit(Loss)
July	$10,644	$10,935	(291)
August	$16,198	$17,875	(1,677)
September	$7,628	$11,322	(3,694)
October	$126	$3,508	(3,383)
November			
December			
January			
February	CLOSED		
March			
April			
May			
June			
	$34,595	$43,640	(9,045)

AGENDA ITEM NO. 6D

Reviewed by: City Administrator

_X_ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Deborah Savage, Finance Manager

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Accounts receivable write-off

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: The Administrative Services Department is responsible for the collection of revenues that are owed to the City. When accounts become past due, the City follows certain procedures for the collection of these accounts such as sending delinquent letters, searching for new accounts in the utility billing system or performing a search using our current credit reporting agency resources and calling phone numbers from the closed accounts. After all attempts have failed, staff brings a report to the City Council requesting approval to remove the uncollectible balances from our books and send them on to a collection agency.

Our collections agency has access to additional records and has been successful in recovering additional funds. They have also informed us that accounts received in the first 6-12 months have the highest potential for recovery. As delinquent accounts age, there are limitations placed on collection options. The City receives 66% of delinquencies collected and there is no additional fee charged for this service.

At this time we are requesting that the Council approve writing off $10,915.00 in uncollected utility revenue from March 19, 2019 thru January 31, 2020 and $1,549.75 in accounts receivable billing.

FISCAL IMPACT: Write off $12,464.75 in potential revenue with a portion to be later recovered through collections.

ACTION REQUESTED: Motion to approve the write-off of accounts receivable and send $12,464.75 to collections.

ATTACHMENTS: Report of uncollectible amounts

1/31/2020					
ACCOUNT #	TOTAL AFTER DEP. APPLIED	WATER	GAS	Deposits	ACTION TAKEN
102.3570.00.06	$633.01	$101.52	$531.49	Applied	New address found in UE, mail retuned. Called number on file, phone is no longer in
102.2555.00.27	$227.86	$49.45	$178.41	Applied	No working number to call. No new address found in UE.
102.4175.00.17	$173.89	$161.92	$11.97	None	L/m for customer, no return call. No new address found in UE.
102.2605.00.14	$151.13	$15.00	$136.13	None	Spoke with customer regarding final bill, remained out bill. Failed to make payments. L/m no call
102.0318.57.07	$120.01		$120.01	Applied	UE, mail retuned. Called number on file, phone is no longer in
102.9996.00.19	$104.54	$44.00	$60.54	Applied	Number on file no longer in service. New address found in UE, no response from
103.0576.00.13	$228.50		$228.50	None	Deceased
102.3325.00.01	$539.36	$141.15	$398.21	Applied	Number on file no longer in services. No new information found on UE.

101.0785.00.03	$138.72	$23.03	$115.69	Applied	New address found in UE, mail retuned. Called number on file, mail box is full
102.1940.01.19	$343.08		$343.08	Applied	Deceased
105.0345.00.32	$140.27	$105.45	$34.82	Applied	No new address found on UE. L/m for customer, no call back.
104.2195.00.10	$479.45	$18.38	$461.07	Applied	No response to final bill letters. L/m for customer, no
105.2895.00.00	$156.08	$156.08			to look up any information.
105.0555.00.31	$457.29	$96.84	$360.45	Applied	Spoke with customer regarding final bill, customer was going to be making monthly payment. Failed to make payments. L/m no call back
103.0495.00.32	$462.04	$462.04		None	Number on file no longer in service. Information on UE is the same on account.
104.2205.00.11	$200.00	$197.16	$2.84	None	No new address found on UE. L/m for customer, no call back.
104.0820.40.11	$174.18		$174.18	Applied	kept getting a busy tone. New address found in UE. No
104.0820.17.05	$486.62		$486.62	Applied	L/m for customer, no return call. No new address found in UE.

102.2370.00.12	$311.99	$311.99		Applied	Number on file no longer in services. No new information found on UE.
102.3435.00.11	$294.52	$267.51	$27.01	None	Customer did not follow thru with payment arrangement that was sent up. No call back when message was left on
103.0725.00.11	$329.05	$111.31	$217.74	None	L/m for customer, no return call. No new address found in UE.
105.2370.00.21	$202.84	$147.99	$54.85	None	No information on file to look up any information.
105.2795.00.08	$649.98	$91.16	$558.82	Applied	Number on file is no longer in service. No new address found in UE.
103.3035.00.25	$114.35	$114.35		None	No new address found on UE. L/m for customer, no call back.
103.0145.00.01	$127.75	$127.75		None	Deceased
103.1605.00.02	$121.44	$57.33	$64.11	None	Number on file no longer in service. New address found in UE,
101.2810.00.00	$165.66	$44.03	$121.63	Applied	No new address found on UE. L/m for customer, no call back.
104.3250.00.00	$807.81	$183.25	$624.56	None	working number on file, no information on file.

102.3945.11.17	$284.12	$76.31	$207.81	Applied	Number on file does not belong to customer. No response for letters sent out. Address in UE is the same as the services
104.3635.00.33	$288.26	$138.17	$150.09	Applied	Customer set up a payment arrangement, but failed to make monthly payment. LM no call back.
101.2060.00.13	$126.82	$70.68	$56.14	Applied	No new address found on UE. L/m for customer, no call back.
105.2545.00.25	$116.31	$102.78	$13.53	Applied	L/m for customer, no return call. No new address found in UE.
104.0820.68.06	$250.12		$250.12	Applied	New address found in UE, mail retuned. Called number on file, phone is no longer in
105.1450.00.00	$202.43	$15.00	$187.43	None	Number on file no longer in services. No information on account to look up in
103.1025.00.17	$443.77	$80.38	$363.39	Applied	Number provided on account does not belong to customer. New address found in UE, no response.
103.2410.05.17	$186.83		$186.83	Applied	No new address found on UE. L/m for customer, no call back.

104.3345.00.19	$239.50	$137.76	$101.74	None	L/m for customer, no return call. No new address found in UE.
104.2935.00.19	$280.21	$55.68	$224.53	Applied	No new address found on UE. L/m for customer, no call back.
103.3410.00.09	$155.21	$123.76	$31.45	None	No new address found on UE. L/m for customer, no call back.
4504	$636.23			Hangar Lease	No New address, Unable to contact
4587	$463.52			Hangar Lease	Mail returned, forwarding expired, no new address
100199	$450.00			HUSA Dues	No forwarding address, unable to locate

TOTAL **$12,464.75**

Water	$3,829.21
Natural Gas	$7,085.79
Airport	$1,099.75
HUSA	$450.00

AGENDA ITEM NO. 7A

Reviewed by: City Administrator

___ Motion only
__X_ Public Hearing
___ Resolution
__X_ Ordinance
___ Information

Submitted by: Anthony Hanner CBO, Building Official

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: **Ordinance No. 20-1021** Adoption of 2019 California Building Code, Title 24

PRESENTED BY: Anthony Hanner

SUMMARY: Every three years the State of California updates the State Building Code, Title 24 and requires their use by all local jurisdictions issuing building permits. The 2019 Building Code Title 24 went into effect on January 1, 2020 and became effective by the City on that date. The proposed ordinance before the Council will adopt the 2019 California Building Code, 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. These appendices are not mandated by the State but are provided for use if the local jurisdiction specifically adopts them. The appendices are recommended to be adopted at a later date due to DSA updates and revisions.

2019 California Building Code, Title 24

2019 California Administrative Code, Title 24 Part 1

2019 California Building Code, Title 24 Part 2

2019 California Residential Code, Title 24 Part 2.5

2019 California Electrical Code, Title 24 Part 3

2019 California Mechanical Code, Title 24 Part 4

2019 California Plumbing Code, Title 24 Part 5

2019 California Energy Code, Title 24 Part 6

2019 California Fire Code, Title 24, Part 9

2019 California Existing Building Code, Title 24 Part 10 (Also includes Parts 8 & 12)

2019 California Green Building Standards Code, Title 24 Part 11

CEQA: The adoption of the building codes is not subject to review under the California Environmental Quality Act.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive the first reading and introduce Ordinance 20-1021 and set a meeting date for the second reading and adoption.

ATTACHMENTS: Ordinance No. 20-1021

ORDINANCE NO. 20-1021

AN ORDINANCE ADDING CHAPTER 02 OF TITLE 15, BUILDING AND CONSTRUCTION, OF THE SUSANVILLE MUNICIPAL CODE INCLUDING SECTIONS 15.02.010 THROUGH 15.02.090 AND AMENDING CERTAIN SECTIONS OF CHAPTER 04 OF TITLE 15 BUILDING AND CONSTRUCTION, OF THE SUSANVILLE MUNICIPAL CODE TO REFLECT THE ADOPTION OF THE CALIFORNIA BUILDING STANDARDS CODE, 2019

WHEREAS, the City of Susanville is required by law to enforce the provisions of the California Building Standards Code, 2019 Edition of the California Code of Regulations (CCR), Title 24, adopted by the California Building Standards Commission, on or around July 1, 2019, which is effective on January 1, 2020; and

WHEREAS, This ordinance is enacted pursuant to Government Code §50022.2 and Health and Safety Code §18941.5, and regulates all new construction, alternations, repairs, relocations, reconstruction or demolition of any building or any portion thereof including any electrical, mechanical, gas, plumbing or fire protection equipment installed on any property or used on or within any building within the City of Susanville;

THE CITY COUNCIL OF THE CITY OF SUSANVILLE DOES ORDAIN AS FOLLOWS:

Section 1, City of Susanville Municipal Code: Title 15 Building and Construction, Chapter 02, Sections 15.02.010, 15.02.020, 15.02.030, 15.02.040, 15.02.050, 15.02.060, 15.04.070, 15.04.080 and 15.90.070 shall hereby be adopted as follows:

Chapter 15.02 Building Regulations- General Provisions

15.02.010 Purpose.
The purpose of the building regulations adopted by this title is to safeguard life, health, and safety by regulating the following:

A. The design, construction, type of materials, use, occupancy, and maintenance of all buildings and structures within the city;

B. The design, location, construction, installation, type of materials, use, operation, and maintenance of all building service equipment within the city, including all electrical equipment, mechanical equipment, and plumbing equipment; and

C. The design, location, construction, installation, type of materials, and maintenance of all signs within the city.

15.02.020 Administration of building regulations.
The building official shall be primarily responsible for administration of the building regulations adopted by this title, subject to the overall direction and control of the director. In carrying out such responsibility the duties of the building official shall include but not be limited to the application of the building standards adopted by Chapter 15.04 of this title, issuance of the building permits, issuance of the certificates of occupancy and connection approvals, conduct of the inspections, test and surveys, and undertaking the enforcement actions for violations of this Article. The fire chief shall assist the building

official in administering the building regulations adopted by this title when specially required by such regulations.

15.02.030 Maintenance of copies of current building standards.
The building official shall make available in the offices of the building division, for review by the general public, at least one copy of all uniform codes or state building standards adopted by Chapter 15.04 of this title, as well as any other state regulations relating to buildings or structures, building service equipment or signs published in Titles 8, 19, 20, 24, and 25 of the California Code of Regulations.

15.02.040 Maintenance of building records.
A. The building official shall maintain an official copy, which may be on microfilm or electronically scanned image or another type of reproducible copy, of the approved plans and specifications for every building or structure for which a permit has been issued throughout the life of such building or structure; except that the building official need not maintain copies of approved plans and specifications for the following buildings or structures:

1. Single or multiple family dwellings not more than two stories and a basement in height;
2. Garages and other structures appurtenant to single or multiple family dwellings;
3. Farm or ranch buildings; and
4. Any one story building, other than steel frame or concrete buildings where the span between framed walls does not exceed 25 feet.

B. The official copy of all approved plans and specifications maintained by the building official pursuant to the provisions of this section, other than plans and specifications for banks, other financial institutions, or public utilities, shall be public records and open for inspection at the office of the building official. Provided that official copies of approved plans and specifications may not be duplicated, in whole or in part, except with the written permission of the certified, licensed, or registered professional or a successor, if any, who signed the original plans and specifications and a written permission of the owner of such building, or by order of a proper court.

15.02.050 Manner of serving notices.
Any notice required to be served on a person pursuant to the provisions of building regulations adopted by this title shall be deemed served when made in writing and either personally delivered to such person or deposited in the U.S. mail, registered and postage prepaid, addressed to such person's last known address. However, when a notice is required to be served on the owner of any premises on which a building or structure, building service equipment or sign is located, such notice may be served by depositing a copy of same in the U.S. mail, registered and postage prepaid, addressed to the owner of the premises at the owner's address as it appears on the last equalized assessment roll of the County of Lassen. Service of a notice by mail in the manner provided by this section shall be effective on the date of mailing and the failure of any person to receive such notice shall not affect the validity of the notice.

15.02.060 Administrative review of determination or action of building official by City Administrator.
A. Right to Administrative Review. Any person aggrieved by a determination made or action taken by the building official under the building regulations adopted by this chapter,

may apply to the City Administrator for administrative review of such determination or action.

B. Applications for Administrative Review.
Applications for the administrative review of a determination made or action taken by a building official shall be in writing and shall be filed in the office of the City Administrator no later than 15 days following the date such determination or action was made or taken, or where a written notice of such determination or action is required to be served, the date such notice is served, provided that the City Administrator may extend the time for filing an application for good cause shown. In addition to setting forth a request for administrative review of a determination made or action taken by the building official, such application shall contain a brief statement of the reasons why the applicant believes that such determination or action does not comply with the building regulations adopted by this title and the relief requested by the applicant from such determination or action.

C. Decision on Application for Administrative Review.
Upon the filing of an application for administrative review of a determination made or action taken by the building official, the City Administrator shall consider the application and render a decision either affirming the determination or action of the building official or reversing or modifying such determination or action. Prior to rendering a decision, the City Administrator may, with sole discretion, convene an informal hearing for the purpose of reviewing evidence or hearing arguments bearing on such decision, provided notice of the date, time, and place of such hearing is served a reasonable time prior to such hearing on the applicant and any other person who would be aggrieved by a decision reversing or modifying the determination or action of the building official and who has filed with the City Administrator a written request for notice of such decision. After rendering a decision the City Administrator shall promptly inform the building official of the decision and cause a notice of the decision to be served on the applicant and any other person who would be aggrieved by a decision reversing or modifying the determination or action of the building official and who has filed with the director a written request for notice of such decision.

D. Stay of Determination Made or Action Taken by Building Official Pending Administrative Review.
Any determination made or action taken by the building official, save and except for an order revoking a permit, an order to stop work on a building or structure, building service equipment or sign, an order to vacate a building or structure, or an order to disconnect building service equipment which is made by the building official, shall be stayed pending a decision of the City Administrator on an application for administrative review of such determination or action.

15.02.070 Appeal from decision of City Administrator.
A. Right to Appeal. Any person aggrieved by a decision of the City Administrator following the filing of an application for the administrative review of a determination made or action taken by the building official, may appeal such decision to the city council by filing a written request within fifteen (15) days of the notice of decision of the City Administrator and accompanied by a fee as may be set by the City Council.

B. Stay of Decision of City Administrator Pending Appeal.
Any decision of the City Administrator on an application for administrative review of a determination made or action taken by the building official, save and except for a decision affirming or modifying an order revoking a permit, an order to vacate a building or structure,

building service equipment or sign, or an order to disconnect building service equipment which was made by the building official pursuant to this title, shall be stayed pending a decision of the city council on such appeal.

15.02.080 Administrative review and appeals - Aggrieved person.
A person shall be deemed "aggrieved" for purposes of the administrative review of a determination made or action taken by the building official and for purposes of the appeal of a decision of the City Administrator following the filing of such application for administrative review, if such determination, action or decision has a significantly greater effect on such person than on the public in general.

15.02.090 Building regulations preempted by state or federal law.
The building regulations adopted by this title shall not apply to nor govern any building or structure, building service equipment, or sign where the local regulation of such building or structure, building service equipment, or sign is preempted by any federal or state law. Provided, however, that the purpose of this section is merely to confirm existing law and is not intended to grant an exemption or exclusion from compliance with the city's building regulations in any instances where the city may exercise jurisdiction under the laws of the federal and state government as well as this code.

Section 2, City of Susanville Municipal Code: Title 15 Building and Construction, Chapter 04 Sections 15.04.010, 15.04.020, 15.04.030, 15.04.040, 15.04.050, 15.04.060 A and C, and 15.04.070 shall hereby amended to read as follows:

Chapter 15.04 Building Standards Code

Section 15.04.010 California Building Standards Code - Adopted by reference
The California Building Standards Code, 2019 edition, adopted by the California Building Standards Commission

Section 15.04.040 California Electrical Code - Adopted by reference.

Section 15.04.050 California Mechanical Code Appendices - Adopted by reference.

Section 15.04.060 California Plumbing Code Appendices- Adopted by reference.

B. A pressure expansion tank with a minimum acceptance capacity of one gallon shall be installed in every new potable water system connected to the city's water system. Additionally, when a water heater is replaced and there is not an expansion tank present one shall be installed.

C. A pressure regulator in compliance with California Plumbing Code, 2019 and with a maximum supply pressure setting of 80psi shall be installed in each water system where the City determines that there may be the potential for excess water pressure.

D. All proposed gray water systems shall require planning division use permit approval prior to issuance of a plumbing permit.

Section 15.04.070 California Fire Code Appendices - Adopted by reference

Section 3. The City Clerk shall, within fifteen days after its passage, cause this Ordinance to be published at least once in the Lassen County Times, an adjudicated newspaper of general circulation, published and circulated within the City.

Section 4. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance, it being expressly declared that this Ordinance and each section, subsection, clause and phrase hereof would have been prepared, proposed, adopted, approved and ratified irrespective of the fact that any one or more other sections, subsections, sentences, clause or phrases be declared invalid or unconstitutional.

Section 4. This Ordinance shall take effect upon the thirty-first day after its final passage.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Ordinance No. 20-1021 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of February, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald/City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

AGENDA ITEM NO. 9A

Reviewed by: ___ City Administrator

_X_ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted by: Deborah Savage, Finance Manager

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated January 25, 2020 through February 7, 2020 numbered 205997 through 206046.

FISCAL IMPACT: Accounts Payable vendor warrants totaling $ 165,642.10 plus $ 190,020.57 in payroll warrants, for a total of $ 355,662.67.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:
Report type: GL detail
Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/20	01/30/2020	206002	9475	49ER COMMUNICATIONS	REPAIR & MAINT-FD	51384	1	1010-422-50-44	VEHICLE - REPAIR & MAINTENA	1,440.26	1,440.26
Total 51384:										1,440.26	1,440.26
01/20	01/30/2020	206003	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9967716141	1	7401-430-62-46	SUPPLIES-GENERAL	93.80	93.80
01/20	01/30/2020	206003	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9967716141	2	2007-431-20-44	REPAIR AND MAINTENANCE-VE	144.63	144.63
01/20	01/30/2020	206003	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9967716141	3	7110-430-42-46	SUPPLIES-GENERAL	233.29	233.29
Total 9967716141:										471.72	471.72
01/20	01/30/2020	206004	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-FIRE	01221	1	1010-422-10-43	TECHNICAL SVCS	147.36	147.36
Total 01221:										147.36	147.36
01/20	01/30/2020	206004	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-PD	01222	1	1009-421-10-43	PROFESSIONAL SERVICES	44.59	44.59
Total 01222:										44.59	44.59
01/20	01/30/2020	206005	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	637248202	1	7620-430-10-44	LINEN SERVICE	40.53	40.53
Total 637248202:										40.53	40.53
01/20	01/30/2020	206005	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	637248203	1	2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 637248203:										55.67	55.67
01/20	01/30/2020	206005	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	637248204	1	7401-430-62-44	LINEN SERVICES	52.17	52.17
Total 637248204:										52.17	52.17
01/20	01/30/2020	206005	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-WATER	637248205	1	7110-430-42-44	LINEN SERVICE	41.92	41.92
Total 637248205:										41.92	41.92
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	456014	1	1000-452-20-44	FACILITY - REPAIR & MAINTENA	34.73	34.73

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 456014:										34.73	34.73
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	456495	1	1000-452-20-44	FACILITY - REPAIR & MAINTENA	34.73	34.73
Total 456495:										34.73	34.73
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES- STREETS	456934	1	2007-431-20-46	SUPPLIES-GENERAL	36.67	36.67
Total 456934:										36.67	36.67
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES- FD	458336	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	20.25	20.25
Total 458336:										20.25	20.25
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-FD	458382	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	32.32	32.32
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-FD	458382	2	1010-422-10-44	FACILITY -REPAIR & MAINTENA	48.25	48.25
Total 458382:										80.57	80.57
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-FD	458460	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	2.69	2.69
Total 458460:										2.69	2.69
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES- GAS	458702	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	19.29	19.29
Total 458702:										19.29	19.29
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-GAS	458825	1	7401-430-62-46	SUPPLIES-GENERAL	28.94	28.94
Total 458825:										28.94	28.94
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-GAS	458829	1	7401-430-62-46	SUPPLIES-GENERAL	8.69	8.69
Total 458829:										8.69	8.69
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-WATER	458878	1	7110-430-42-46	SUPPLIES-GENERAL	3.26	3.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 458878:										3.26	3.26
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-PW	459017	1	7620-430-10-46	SUPPLIES-GENERAL	16.68	16.68
Total 459017:										16.68	16.68
01/20	01/30/2020	206006	76	BILLINGTON ACE HARD	SUPPLIES-FD	459041	1	1010-422-10-46	SUPPLIES- GENERAL	24.46	24.46
Total 459041:										24.46	24.46
01/20	01/30/2020	206007	1116	CALIFORNIA BUILDING S	4TH QTR SB 1473 FEE REPORT	012320	1	1000-2205-006	DEPOSIT PAYABLE-SB 1473	89.71	89.71
Total 012320:										89.71	89.71
01/20	01/30/2020	206008	156	CREATIVE FORMS & CO	UTILITY BILLS-GAS	117652	1	7401-430-62-46	SUPPLIES-GENERAL	1,235.44	1,235.44
01/20	01/30/2020	206008	156	CREATIVE FORMS & CO	UTILITY REMINDERS-WATER	117652	2	7110-430-42-46	SUPPLIES-GENERAL	1,235.43	1,235.43
Total 117652:										2,470.87	2,470.87
01/20	01/30/2020	206009	161	CSK AUTO INC	SUPPLIES-STREETS	2740217984	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	6.50	6.50
Total 2740217984:										6.50	6.50
01/20	01/30/2020	206009	161	CSK AUTO INC	SUPPLIES-STREETS	2740219300	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	12.54	12.54
Total 2740219300:										12.54	12.54
01/20	01/30/2020	206009	161	CSK AUTO INC	SUPPLIES-STREETS	2740219434	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	66.15	66.15
Total 2740219434:										66.15	66.15
01/20	01/30/2020	206009	161	CSK AUTO INC	SUPPLIES-WATER	2740220259	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	88.77	88.77
Total 2740220259:										88.77	88.77
01/20	01/30/2020	206010	9898	CUMMINS INC	REPAIRS #621-FD	5816217	1	1010-422-50-44	VEHICLE - REPAIR & MAINTENA	10,658.72	10,658.72

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 5816217:										10,658.72	10,658.72
01/20	01/30/2020	206011	182	DEPARTMENT OF CONS	4TH QTR 2019 SMIP FEE REPO	012320	1	1000-2205-003	DEPOSITS-STRONG MOTION P	110.87	110.87
Total 012320:										110.87	110.87
01/20	01/30/2020	206012	194	DIAMOND SAW SHOP IN	SUPPLIES- STREETS	17558	1	2007-431-20-46	SUPPLIES-GENERAL	16.09	16.09
Total 17558:										16.09	16.09
01/20	01/30/2020	206013	1260	DIRECTV INC	CABLE-GC	37095305073	1	7530-451-52-45	COMMUNICATIONS	192.96	192.96
Total 37095305073:										192.96	192.96
01/20	01/30/2020	206014	9900		REFUND GAS DEPOSIT	10105100224	1	7401-2228-000	DEPOSITS-CUSTOMER	89.60	89.60
Total 10105100224:										89.60	89.60
01/20	01/30/2020	206015	219	ED STAUB & SONS PETR	111.20 GAL PROPNE-GC	1709074	1	7530-451-52-46	PROPANE	181.27	181.27
Total 1709074:										181.27	181.27
01/20	01/30/2020	206015	219	ED STAUB & SONS PETR	OIL-FD	1755721	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	796.88	796.88
Total 1755721:										796.88	796.88
01/20	01/30/2020	206015	219	ED STAUB & SONS PETR	288.59 GAL PROPANE-AIRPORT	1794489	1	7201-430-81-46	PROPANE	506.37	506.37
Total 1794489:										506.37	506.37
01/20	01/30/2020	206016	1484	EDGES ELECTRICAL GR	REPAIRS & MAINT-PARKS	S4844191.001	1	1000-452-20-44	FACILITY - REPAIR & MAINTENA	148.31	148.31
Total S4844191.001:										148.31	148.31
01/20	01/30/2020	206017	224	EMPIRE INSIGNIAS	SHOULDER PATCHES-PD	2001095	1	1009-421-10-43	PROFESSIONAL SERVICES	178.00	178.00
Total 2001095:										178.00	178.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/20	01/30/2020	206018	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	070032A	1	7110-430-42-43	TECHNICAL SVCS	147.00	147.00
Total 070032A:										147.00	147.00
01/20	01/30/2020	206018	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	990303A	1	7110-430-42-43	TECHNICAL SVCS	530.00	530.00
Total 990303A:										530.00	530.00
01/20	01/30/2020	206019	265	FRONTIER	257-1041 ADMIN-PW	1041 010520	1	7620-430-10-45	COMMUNICATIONS	660.45	660.45
Total 1041 010520:										660.45	660.45
01/20	01/30/2020	206019	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 011020	1	7401-430-62-45	COMMUNICATIONS	43.21	43.21
Total 1182 011020:										43.21	43.21
01/20	01/30/2020	206019	265	FRONTIER	252-1182 SCADA - WATER	2-1182 011020	1	7110-430-42-45	COMMUNICATIONS	308.20	308.20
Total 2-1182 011020:										308.20	308.20
01/20	01/30/2020	206019	265	FRONTIER	257-2845 U/B ROLL OVER	2845 011520	1	7620-430-10-45	COMMUNICATIONS	71.99	71.99
Total 2845 011520:										71.99	71.99
01/20	01/30/2020	206019	265	FRONTIER	257-5152 FIRE	5152 011020	1	1010-422-10-45	COMMUNICATIONS	325.58	325.58
Total 5152 011020:										325.58	325.58
01/20	01/30/2020	206020	1075	INDEPENDENT ELECTRI	SUPPLIES-GAS	S104578212.001	1	7401-430-62-46	SUPPLIES-GENERAL	314.56	314.56
Total S104578212.001:										314.56	314.56
01/20	01/30/2020	206021	332	INTERSTATE GAS SERVI	PROFESSIONAL SERVICES	7021525	1	7401-430-62-43	PROFESSIONAL SVCS	3,475.00	3,475.00
Total 7021525:										3,475.00	3,475.00
01/20	01/30/2020	206022	335	J.W. WOOD CO INC	SUPPLIES-GAS	S114802	1	7401-430-62-46	SUPPLIES-GENERAL	32.16	32.16

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total S114802:										32.16	32.16
01/20	01/30/2020	206023	374	L N CURTIS & SONS	REPAIR & MAINT-FD	INV354269	1	1010-422-50-44	VEHICLE - REPAIR & MAINTENA	241.31	241.31
Total INV354269:										241.31	241.31
01/20	01/30/2020	206023	374	L N CURTIS & SONS	REPAIR & MAINT-FD	INV354816	1	1010-422-50-44	VEHICLE - REPAIR & MAINTENA	1,146.50	1,146.50
Total INV354816:										1,146.50	1,146.50
01/20	01/30/2020	206023	374	L N CURTIS & SONS	REPAIR & MAINT-FD	INV355655	1	1010-422-50-44	VEHICLE - REPAIR & MAINTENA	514.80	514.80
Total INV355655:										514.80	514.80
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	343693	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	553.24	553.24
Total 343693:										553.24	553.24
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	344128	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	40.04	40.04
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	344128	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	40.03	40.03
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	344128	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	40.04	40.04
Total 344128:										120.11	120.11
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES- FD	344280	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	72.84	72.84
Total 344280:										72.84	72.84
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	344511	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	21.44	21.44
Total 344511:										21.44	21.44
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	344633	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	171.59	171.59
Total 344633:										171.59	171.59
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	344663	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	98.61	98.61

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 344663:										98.61	98.61
01/20	01/30/2020	206024	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	344730	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	78.75	78.75
Total 344730:										78.75	78.75
01/20	01/30/2020	206025	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	132399	1	2007-431-20-44	DISPOSAL	5.00	5.00
Total 132399:										5.00	5.00
01/20	01/30/2020	206025	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	133118	1	2007-431-20-44	DISPOSAL	6.89	6.89
Total 133118:										6.89	6.89
01/20	01/30/2020	206026	9795	LIVEVIEW GPS INC	DOJ GRANT	372483	1	1009-421-11-47	MACHINERY AND EQUIPMENT	2,679.72	2,679.72
Total 372483:										2,679.72	2,679.72
01/20	01/30/2020	206027	437	LMUD	STREET LIGHTS	14039 011020	1	2007-431-60-46	ELECTRICITY	212.66	212.66
Total 14039 011020:										212.66	212.66
01/20	01/30/2020	206027	437	LMUD	STREET LIGHTS	14041 011020	1	2007-431-60-46	ELECTRICITY	3,968.58	3,968.58
Total 14041 011020:										3,968.58	3,968.58
01/20	01/30/2020	206027	437	LMUD	S GAY ST-STREETS	24323 011020	1	2007-431-60-46	ELECTRICITY	54.69	54.69
Total 24323 011020:										54.69	54.69
01/20	01/30/2020	206027	437	LMUD	STREET LIGHTS	2467 011020	1	2007-431-60-46	ELECTRICITY	1,615.54	1,615.54
Total 2467 011020:										1,615.54	1,615.54
01/20	01/30/2020	206027	437	LMUD	SKYLINE DR WELL 4-WATER	29931 011020	1	7110-430-42-46	ELECTRICITY	52.66	52.66
Total 29931 011020:										52.66	52.66

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/20	01/30/2020	206027	437	LMUD	HARRIS DR & HWY 36-WATER	30658 011020	1	7110-430-42-46	ELECTRICITY	343.64	343.64
Total 30658 011020:										343.64	343.64
01/20	01/30/2020	206027	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 011020	1	7112-430-42-46	ELECTRICITY	234.22	234.22
Total 350161 011020:										234.22	234.22
01/20	01/30/2020	206027	437	LMUD	SAN FRANCISCO ST- STREETS	416835 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416835 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	FIRST STREET & ALLEY	416848 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416848 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	LONG ALLEY & LOVELL ALLEY-	416860 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416860 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	INSPIRATION POINT- STREETS	416915 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416915 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	CAMPBELL ST- STREETS	416940 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416940 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	WASHO LN -STREET LIGHTS	416959 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416959 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	130 N LASSEN STREET	416962 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 416962 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	MARTHA & ARNOLD STREET LI	421476 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 421476 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	130 N PINE ST- STREETS	425450 011020	1	2007-431-60-46	ELECTRICITY	33.03	33.03
Total 425450 011020:										33.03	33.03
01/20	01/30/2020	206027	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 011020	1	2007-431-60-46	ELECTRICITY	219.89	219.89
Total 43511 011020:										219.89	219.89
01/20	01/30/2020	206027	437	LMUD	N PINE & COOK - SCADA-WATE	44153 011020	1	7110-430-42-46	ELECTRICITY	34.82	34.82
Total 44153 011020:										34.82	34.82
01/20	01/30/2020	206027	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 011020	1	7110-430-42-46	ELECTRICITY	36.10	36.10
Total 44298 011020:										36.10	36.10
01/20	01/30/2020	206027	437	LMUD	PAIUTE LN SCADA-WATER	44316 011020	1	7110-430-42-46	ELECTRICITY	35.12	35.12
Total 44316 011020:										35.12	35.12
01/20	01/30/2020	206027	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 011020	1	7110-430-42-46	ELECTRICITY	64.25	64.25
Total 45542 011020:										64.25	64.25
01/20	01/30/2020	206027	437	LMUD	WELL #3-WATER	4559 011020	1	7110-430-42-46	ELECTRICITY	573.31	573.31
Total 4559 011020:										573.31	573.31
01/20	01/30/2020	206027	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 011020	1	2007-431-60-46	ELECTRICITY	66.06	66.06
Total 49500 011020:										66.06	66.06
01/20	01/30/2020	206027	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 011020	1	2007-431-60-46	ELECTRICITY	187.28	187.28
Total 49501 011020:										187.28	187.28

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/20	01/30/2020	206027	437	LMUD	GEO PUMP #1	9297 011020	1	7301-430-52-46	ELECTRICITY	1,847.48	1,847.48
Total 9297 011020:										1,847.48	1,847.48
01/20	01/30/2020	206028	467	METER VALVE & CONTR	SUPPLIES- GAS	17295	1	7401-430-62-46	SUPPLIES-GENERAL	2,175.07	2,175.07
Total 17295:										2,175.07	2,175.07
01/20	01/30/2020	206029	480	MINERS & PISANI INC	NATURAL GAS METER PURCHA	IN-006629	1	7401-430-63-47	MACHINERY & EQUIPMENT	4,890.70	4,890.70
Total IN-006629:										4,890.70	4,890.70
01/20	01/30/2020	206029	480	MINERS & PISANI INC	SUPPLIES- GAS	IN-007312	1	7401-430-62-46	SUPPLIES-GENERAL	429.79	429.79
Total IN-007312:										429.79	429.79
01/20	01/30/2020	206030	1190	PREMIER SAFETY	SENSOR-FD	04172422	1	1010-422-10-46	SUPPLIES-HAZARDOUS MATER	292.82	292.82
Total 04172422:										292.82	292.82
01/20	01/30/2020	206031	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	4190166	1	1010-422-10-46	SUPPLIES-JANITORIAL	64.95	64.95
Total 4190166:										64.95	64.95
01/20	01/30/2020	206032	1562	R.E.Y ENGINEERS INC	GATEWAY PROJECT	19897	1	2007-431-39-43	PROFESSIONAL SERVICES	21,852.19	21,852.19
Total 19897:										21,852.19	21,852.19
01/20	01/30/2020	206032	1562	R.E.Y ENGINEERS INC	GATEWAY PROJECT	19945	1	2007-431-39-43	PROFESSIONAL SERVICES	264.91	264.91
Total 19945:										264.91	264.91
01/20	01/30/2020	206033	1561	RAPID CONSTRUCTION I	2019 CADY SPRINGS PUMP STA	010820	2	8406-413-22-44	CONSTRUCTION SERVICES	85,985.05	85,985.05
Total 010820:										85,985.05	85,985.05
01/20	01/30/2020	206033	1561	RAPID CONSTRUCTION I	PROJECT NO. 18-03 RETENTIO	010820.	1	8406-2206-000	RETENTION PAYABLE	4,299.25-	4,299.25-

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 010820.:										4,299.25-	4,299.25-
01/20	01/30/2020	206034	9855	SHAW ENGINEERING, LT	SPECIALIZED SERVICES FOR C	181490	1	7110-430-44-44	CONSTRUCTION SERVICES	3,040.00	3,040.00
Total 181490:										3,040.00	3,040.00
01/20	01/30/2020	206035	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	70311	1	7620-430-10-46	SUPPLIES-GENERAL	12.90	12.90
Total 70311:										12.90	12.90
01/20	01/30/2020	206036	640	SIERRA ELECTRONICS	REPAIR RADIOS-PD	AR20939	1	1009-421-10-43	PROFESSIONAL SERVICES	113.70	113.70
Total AR20939:										113.70	113.70
01/20	01/30/2020	206037	9882	SIERRA RENTAL & TRAN	REPAIRS & MAINT-STREETS	345851	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	500.00	500.00
Total 345851:										500.00	500.00
01/20	01/30/2020	206038	1270	SILVER STATE BARRICA	SUPPLIES-STREETS	111435	1	2007-431-20-46	SUPPLIES-GENERAL	2,525.58	2,525.58
Total 111435:										2,525.58	2,525.58
01/20	01/30/2020	206039	873	SUSANVILLE FORD INC	REPAIR & MAINT- PW	623231	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	59.19	59.19
Total 623231:										59.19	59.19
01/20	01/30/2020	206040	686	SUSANVILLE TRUCK & A	REPAIRS & MAINT.- PD	896479	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	255.00	255.00
Total 896479:										255.00	255.00
01/20	01/30/2020	206041	9295	TAMCO CAPITAL CORP	COMMUNICATIONS-PW	5008822245	1	7620-430-10-45	COMMUNICATIONS	469.76	469.76
Total 5008822245:										469.76	469.76
01/20	01/30/2020	206042	9717	TIAA COMMERCIAL FINA	COPIER-PW	6871757	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	372.15	372.15
Total 6871757:										372.15	372.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/20	01/30/2020	206043	9544	TONY'S CLEANING SERV	JANITORIAL SERVICES-PD	554	1	1009-421-10-44	CUSTODIAL	600.00	600.00
Total 554:										600.00	600.00
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68121050	1	7110-430-42-46	SUPPLIES-GENERAL	4,038.27	4,038.27
Total 68121050:										4,038.27	4,038.27
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES- PARKS	68132467	1	1000-452-20-44	FACILITY - REPAIR & MAINTENA	124.83	124.83
Total 68132467:										124.83	124.83
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68161715	1	7401-430-62-46	SUPPLIES-GENERAL	31.70	31.70
Total 68161715:										31.70	31.70
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68164999	1	7401-430-62-46	SUPPLIES-GENERAL	851.97	851.97
Total 68164999:										851.97	851.97
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68167424	1	7110-430-42-46	SUPPLIES-GENERAL	164.12	164.12
Total 68167424:										164.12	164.12
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68169810	1	7401-430-62-46	SUPPLIES-GENERAL	140.01	140.01
Total 68169810:										140.01	140.01
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES-GAS	68173626	1	7401-430-62-46	SUPPLIES-GENERAL	118.69	118.69
Total 68173626:										118.69	118.69
01/20	01/30/2020	206044	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68174528	1	7401-430-62-46	SUPPLIES-GENERAL	53.29	53.29
Total 68174528:										53.29	53.29
01/20	01/30/2020	206045	1378	ZITO MEDIA	CABLE-FD	356225062 012720	1	1010-422-10-45	COMMUNICATIONS	27.38	27.38

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 356225062 012720:										27.38	27.38
Grand Totals:										164,836.08	164,836.08

Report Criteria:
Report type: GL detail
Check.Voided = False

Report Criteria:
Report type: GL detail
Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
01/20	01/31/2020	206046	728	U S POSTMASTER	UB BILLING GAS	013120	1	7401-430-62-46	POSTAGE	274.05	274.05
01/20	01/31/2020	206046	728	U S POSTMASTER	UB BILLING WATER	013120	2	7110-430-42-46	POSTAGE	531.97	531.97
Total 013120:										806.02	806.02
Grand Totals:										806.02	806.02

AGENDA ITEM NO. 9B

Reviewed by: _____ City Administrator

_X_ Motion Only
____ Public Hearing
____ Resolution
____ Ordinance
____ Information

Submitted by: Kelly Mumper, City Planner

Action Date: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: City of Susanville 2019 Annual Progress Report for the Housing Element of the City of Susanville's General Plan 1990-2010.

PRESENTED BY: Quincy McCourt, Project Manager

SUMMARY: The City of Susanville is currently in the process of updating the Housing Element for the City of Susanville General Plan 1990-2010. The Housing and Community Development Department of the State of California requires that the City of Susanville hold a public meeting to provide a 2019 Annual Progress Report to the members of the community and City Council. No action is required by the City Council except to facilitate the opportunity for comments on the Annual Progress Report and or hold a discussion. Proof that this was conducted is required by the Housing and Community Development Department of the State of California prior to the City of Susanville being able to move forward and adopt a certified Housing Element Update.

ANALYSIS: State law recognizes the vital role local governments play in the supply and affordability of housing. Each governing body (City Council or Board of Supervisors) of a local government in California is required to adopt a comprehensive, long-term general plan for the physical development of the city, city and county, or county. 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 law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy in the State rests largely upon the effective implementation of local general plans and, in particular, local housing elements.

In accordance with the Department of Housing and Community Development (HCD) and the California Government Code requirements, the Housing Element is one of the seven mandatory elements of the General Plan and must be updated in accordance with State Housing and Community Development guidelines and through the policies, procedures, and action plans therein, the Housing Element provides a plan for maintaining and providing housing for residents of all income levels in the City. 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.

FISCAL IMPACT: No direct impact, additional staff time for implementation.

ACTION REQUESTED: Motion to approve City of Susanville 2019 Annual Progress Report for the Housing Element of the City of Susanville's General Plan 1990-2010.

ATTACHMENTS: Project description and review.

Project Description

City of Susanville 2019 Annual Progress Report for the Housing Element of the City of Susanville's General Plan 1990-2010. The City of Susanville is currently in the process of updating the Housing Element for the City of Susanville General Plan 1990-2010. The Housing and Community Development Department of the State of California requires that the City of Susanville hold a public meeting to provide a 2019 Annual Progress Report to the members of the community. No action is required by the City Council except to facilitate the opportunity for comments on the Annual Progress Report. Proof that this was conducted is required by the Housing and Community Development Department of the State of California prior to the City of Susanville being able to move forward and adopt a certified Housing Element Update. Staff Contact: Kelly Mumper, City Planner (530) 252-5104.

Programs		Implementation Status	Continue, Modify, Delete
Action Program [1.1]: Identify and maintain an inventory of available land and its holding capacity in conjunction with the regular update of the Housing Element to ensure that sufficient land exists to meet the needs of a range of household types.	Responsible Agency: Community Development Division Timeframe: On-going Funding Source: No Additional Funds Required Quantified Objective: Track land development projects through the 2019-2024 period	Did the City maintain an inventory of available land and its holding capacity to ensure that sufficient land exists to meet the needs of a range of household types?	Yes
Action Program [1.2]: Maintain a survey of vacant land or under-utilized potential infill sites within the city and keep track over the planning period of the amount of infill development that occurs on those sites. A list of vacant and underutilized properties is available at City Hall, Community Development Division.	Responsible Agencies: Community Development Division Timeframe: On-going Funding Source: No Additional Funds Required Quantified Objective: Maintain an infill development map/database and annual updates. Such databases and reports shall be available at City Hall.	Did the City maintain a survey of potential infill sites within the city and keep track of the amount of infill development that occurred on those sites? Was a list of vacant and underutilized properties available at City Hall??	No
Action Program [1.3]: The Zoning Code shall be modified to remove constraints that discourage 2nd units in single family zone districts such as allowing two-story accessory structures	Responsible Agencies: Community Development Division Timeframe: When the City's residential vacancy rate reaches 6% or less.	Was the Zoning Code modified to remove constraints that discourage 2nd units in single family zone districts?	In progress

with a use permit (instead of a variance) and other identified constraints when the City's residential vacancy rate reaches 6% or less.	Funding Source: No Additional Funds Required Quantified Objective: Amend Zoning Ordinance		
Action Program [1.4]: The City will monitor request for use permits to develop multifamily structures (4 or more attached units) in the R-3 zoning district over the next reporting period to determine if the use permit imposed a barrier to developing multi-family dwellings in the City.	Responsible Agencies: Community Development Division Timeframe: On-going Funding Source:No Additional Funds Required Quantified Objective: Information to assess current regulations	Did the City monitor request for use permits to develop multifamily structures (4 or more attached units) in the R-3 zoning district to determine if the use permit imposed a barrier to developing multi-family dwellings in the City?	Yes
Action Program [1.5]: Amend the City's zoning code to recognize employee housing as residential use that is treated the same as a single-family dwelling.	Responsible Agencies: Community Development Division Timeframe: Within a year Funding Source: No Additional Funds Required Quantified Objective: Amendment of the zoning code	Was the City's zoning code amended to recognize employee housing as residential use that is treated the same as a single-family dwelling?	No
Action Program [2.1]: The City shall continue to support and operate the Susanville Community Development Division and an active housing program. The City shall annually apply for State,	Responsible Agencies: City Council, Administration and Community Development Division Timeframe: Annually	Did the City continue to support and operate the Susanville Community Development Division and an active housing program?	Yes

Federal, CDBG and other housing assistance programs as administrative capabilities allow and/or administer the Program Income/ Revolving Loan Fund. Housing assistance goals and priorities shall be established and maintained through the Housing Element of the General Plan.	Funding Source: RDA, CDBG, HOME Quantified Objective: Annually apply for State, Federal, CDBG and other housing assistance programs and/or administer Revolving Loan Funds.	Did the City annually apply for State, Federal, CDBG and other housing assistance programs as administrative capabilities allow and/or administer the Program Income/ Revolving Loan Fund? No	
Action Program [2.2]: The City shall expend CDBG funds currently intended for city wide programs and shall expend future CDBG funds targeted for city-wide programs in a timely manner and prioritize funds for extremely low-Income households whenever possible.	Responsible Agencies: City Council, Administration and Community Development Division Timeframe: Immediate and on going Funding Source: CDBG funds Quantified Objective: Completed projects funded with CDBG funds	Did the City fund any projects with CDBG funds? Was funding prioritized for extremely low-Income households?	Yes
Action Program [2.3]: The City shall continue its program of disseminating information to the public regarding state and federal laws which prohibit discrimination in housing. In addition, the Community Development Division secretary shall be designated to receive and refer housing discrimination complaints to the appropriate state and federal enforcement agencies, to distribute information to the public and to provide the tenants' rights handbook. The city will cooperate with local, state	Responsible Agencies: Community Development Division Timeframe: Continuing Funding Source: No Additional Funds Required Quantified Objective: Having informational brochure(s) available	Did the City continue to provide information to the public regarding state and federal laws which prohibit discrimination in housing? Were any fair housing referrals made? Did the City cooperate with local, state and federal agencies that investigate claims of discrimination?	No No Yes

and federal agencies that investigate claims of discrimination.			
Action Program [2.4]: As funding and staff resources allow, apply for any type of available funding to assist, if necessary, in providing infrastructure improvements or other types of financial assistance for developments, which provide a substantial amount of non-market-rate housing and leverage these subsidies.	Responsible Agencies: City Council, Administration and Community Development Division Timeframe: On going Funding Source: CDBG and other grant sources Quantified Objective: Consultation and coordination of new projects	Did the City apply for funding to assist in providing infrastructure improvements or other types of financial assistance for developments, that provide affordable housing?	No
Action Program [2.5]: Continue to monitor the status of at-risk housing units and inform agencies that may be able to pursue purchase of such units. Notify the agency or agencies established in the following program when at-risk units are identified within the City. Post the city's inventory of at-risk units on the city's website and provide a link to the California Housing Partnership's list of Affordable Housing at Risk of Conversion website. The City will also facilitate First Right of Refusal agreements by providing links on the city's website to California Government Code Sections 65863.10 and 65863.11 describing federal noticing requirements for landowners submitting Intent to Pre-	Responsible Agency: Community Development Division Timeframe: On going and within 1 year of Housing Element approval Funding Source: CDBG Quantified Objective: Monitor owners of below-market-rate housing on an annual basis.	Did the City continue to monitor affordable units at-risk of converting to market rate? Did the City post the city's inventory of at-risk units on the city's website and provide a link to the California Housing Partnership's list of Affordable Housing at Risk of Conversion website? Did the City facilitate First Right of Refusal agreements by providing links on the city's website to California Government Code Sections 65863.10 and 65863.11 describing federal noticing requirements for landowners submitting Intent to Pre-pay or Opt-	No No No

pay or Opt-out Notices for federally funded housing within the City. Also included on the website will be a list of qualified entities interested in participating in and Offer of Opportunity to Purchase/First Right of Refusal Program as defined in Government Code Section 65863.11. The list will be updated in conjunction with periodic updates of the city's Housing Element. Upon receipt of any federal notifications of intent to Pre-pay or Opt-out, the City will forward the notification to the entities on the list.		out Notices for federally funded housing within the City? On the website, did the City include a list of qualified entities interested in participating in and Offer of Opportunity to Purchase/First Right of Refusal Program as defined in Government Code Section 65863.11? NO Upon receipt of any federal notifications of intent to Pre-pay or Opt-out, did the City forward the notification to the entities on the list? NO	
Action Program [2.6]: Continue to target CDBG weatherization, and when available, rehabilitation funds to support rental housing units for extremely low, very low- and low-income renters.	Responsible Agency: Administration and Community Development Divisions. Timeframe: On going Funding Source: CDBG rehabilitation funds Quantified Objective: 5-10 homes weatherized or rehabilitated per year.	Did the City continue to target CDBG weatherization, and when available, rehabilitation funds to support rental housing units for extremely low, very low- and low-income renters?	No
Action Program [2.7]: In response to SB 520, the City will make dwellings adaptable and accessible for disabled persons, including persons with developmental disabilities, by assigning funding priority, where feasible, to	Responsible Agencies: Community Development Division, Administration Timeframe: The City shall apply for funding at least twice during the housing cycle period.	Did the City make dwellings adaptable and accessible for disabled persons, by assigning funding priority to housing rehabilitation cases in which	No

housing rehabilitation cases in which accessibility improvements are planned, and where such improvements are the only ones necessary. The City shall also continue to enforce ADA compliance during all permit processes for new construction and rehabilitation.	Funding Source:State and Federal funding as available Quantified Objective: Approved rehab and building projects for 5 dwelling units.	accessibility improvements are planned? Did the City continue to enforce ADA compliance during all permit processes for new construction and rehabilitation?	Yes
Action Program [2.8]: Establish a Memorandum of Understanding (MOU) with Susanville Sanitary District establishing steps to insure that projects with affordable housing units receive priority sewer service.	Responsible Agencies: Community Development Division, Administration Timeframe: Within one year from adoption of the housing element Funding Source: No Additional Funds Required Quantified Objective: Adopt MOU	Did the City establish a Memorandum of Understanding with Susanville Sanitary District establishing steps to ensure that housing projects with affordable units receive priority sewer service?	No
Action Program [2.9]: Amend the City's request for water service permits application to identify if the water service will serve affordable housing units. If the affordable housing units are involved that permit request for water service shall receive priority review from the City's Department of Public Works.	Responsible Agencies: Department of Public Works, Administration Timeframe: Within one year from adoption of the housing element Funding Source:No Additional Funds Required Quantified Objective: Amend permit application, establish priority action	Did the Department of Public Works amend the City's request for water service permits application to identify if the water service will serve affordable housing units? If the affordable housing units were involved, did those permit request for water service receive priority review from the City's Department of Public Works?	No
Action Program [2.10]: Support the rehabilitation of suitable structures to single room occupancy units by	Responsible Agencies: Community Development Division, Administration	Did the City support the rehabilitation of suitable structures to single room occupancy units by	No

providing available grant funding or other financial assistance opportunities when projects are brought to the City.	Timeframe: Within one year from adoption of the housing element Funding Source: CDBG or other appropriate grant funding available at time of project submittal Quantified Objective: Develop 5 new SRO unit within the reporting period	providing available grant funding or other financial assistance opportunities when projects were brought to the City? No	
Action Program [3.1]: Identify areas with housing suitable for rehabilitation and apply for CDBG funds and other State and Federal loans and grants that may become available for housing rehabilitation.	Responsible Agencies: City Council, Administration and Community Development Division Timeframe: Annually, as funding sources are announced Funding Source: CDBG funds and other State and Federal loans and grants Quantified Objective: 5-10 homes rehabilitated each year	Did the City identify areas with housing suitable for rehabilitation and apply for CDBG funds and other State and Federal loans and grants that became available for housing rehabilitation?	No
Action Program [3.2] Continue code enforcement and maintenance of neighborhoods through community clean-up programs.	Responsible Agencies: Community Development Division (Building Division) and Community Services Department Timeframe: On going Funding Source: No Additional Funds Required	Did the City continue code enforcement and maintenance of neighborhoods through community clean-up programs? How many complaints were received each year?	Yes, multiple complaints received.

	Quantified Objective: Provide Clean and well-maintained public areas		
Action Program [3.3] Continue energy conservation and weatherization efforts for residential development. The City also supports the maximum utilization of federal, state and local programs, which assist homeowners in providing energy conservation measures.	Responsible Agencies: Community Development Division Timeframe: On going Funding Source: CDBG grant funding as eligible Quantified Objective: Increased energy efficiency in residential structures	Did the City continue energy conservation and weatherization efforts for residential development? Did the City support the maximum utilization of federal, state and local programs, which assist homeowners in providing energy conservation measures?	Yes
Action Program [3.4] Update the City's Safety Element to reflect that the City has a floodplain management ordinance that has been approved by FEMA.	Responsible Agencies: Community Development Division Timeframe: Concurrent with adoption of the 2019-2024 Housing Element Funding Source: No Additional Funds Required Quantified Objective: Amended Safety Element	Did the City update the Safety Element to reflect that the City has a floodplain management ordinance that has been approved by FEMA?	Yes, in the last update

AGENDA ITEM 12A

SUBMITTED BY: Mike Wilson, City Administrator

MEETING DATE: February 19, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Homeless Discussion

SUMMARY During the January 15, 2020 City Council Meeting, several members of the public spoke up regarding the homeless situation in Susanville. City Council Members asked to agenize the topic for discussion at future City Council meetings.

This topic is being agenized to allow Council discussion with staff and public regarding the current homeless situation. In addition, a discussion regarding the Lassen County Board of Supervisors/City Council joint meeting on February 18, 2020, at 5:30 PM in Jensen Hall, Lassen County Fairground will be considered.

FISCAL IMPACT: None.

ACTION REQUESTED: Direction to staff with regard to the topic of homelessness and the Joint Special Meeting with the County Board of Supervisors.

ATTACHMENTS: None