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**CITY OF SUSANVILLE**  
**66 North Lassen Street ♦ Susanville CA**  
**Mendy Schuster, Mayor**  
**Brian Moore, Mayor pro tem**  
**Thomas Herrera \* Quincy McCourt \* Kevin Stafford**

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

**Susanville City Council**  
**SPECIAL MEETING ♦ Lassen County Fairgrounds ♦ Jensen Hall**  
**May 6, 2020 – 3:00 p.m.**

*Call meeting to order*  
*Roll call of Councilmembers present*

*Next Resolution No. 20-5773*  
*Next Ordinance No. 20-1026*

- 1     **APPROVAL OF AGENDA:** (Additions and/or Deletions)
  
- 2     **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.
  
- 3     **CLOSED SESSION:**
  - A     CONFERENCE WITH LEGAL COUNSEL – Pursuant to Government Code Section 54956.9 Anticipated Litigation
  - B     1 PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54757:  
         Public Employment: City Attorney Contract Evaluation
  - 2 PUBLIC EMPLOYMENT-- pursuant to Government Code §54957:  
         Interim City Administrator - Interviews
  
- 4     **RETURN TO OPEN SESSION:** (recess if necessary)
  - *Reconvene in open session*
  - *Pledge of allegiance*
  - *Report any changes to agenda*
  - *Report any action out of Closed Session*
  - *Moment of Silence or Thought for the Day: Mike Wilson*
  - *Proclamations, awards or presentations by the City Council:*
  
- 5     **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit.

6 **CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

- A Approve minutes from the City Council's January 29, February 5, 18, 19 and March 4, 2020 meetings
- B Receive and file Financial Reports: March 2020
- C Approve **Resolution No. 20-5766** authorizing the closure of South Gay Street for the Farmer's Market in the Uptown Susanville District, Pancera Plaza
- D Approve **Resolution No. 20-5772** approving the appointment of representatives to various Boards and Commissions

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**  
Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 206370 through 206565 for a total of \$1,644,117.81 including \$490,712.48 in payroll warrants
- B Consider approval of **Resolution No. 20-5764** approving contract extension of Tuscarora Pipeline Natural Gas Transportation agreement
- C Consider approval of **Resolution No. 20-5765** authorizing execution of engineer services agreement with Farwest Corrosion Control Company
- D Consider approval of **Resolution No. 20-5767** authorizing execution of agreement with the California Utilities Emergency Association (CUEA) for emergency responses on behalf of the City
- E Consider approval of **Resolution No. 20-5768** authorizing execution of professional services agreement with Full Spectrum, Inc.
- F Consider approval of **Resolution No. 20-5769** adopting Recruitment and Hiring Policies for all employee classifications
- G Consider appointment of members to the Ad Hoc Committee for the City Administrator hiring process
- H Consider approval of **Resolution No. 20-5771** supporting the Lassen High School 2020 Graduation event

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Ordinance No. 20-1025** amending Section 2.04.070 of the *Susanville Municipal Code* regarding City Council meetings and agenda order of business: waive second reading and adopt

13 **CITY ADMINISTRATOR'S REPORTS:**

- A COVID-19 Report
- B Homeless Discussion

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

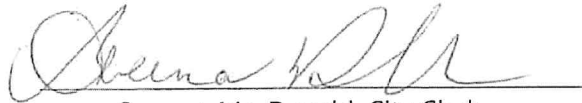
15 **ADJOURNMENT:**

- *The next regular meeting of the Susanville City Council will be held on May 20, 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](http://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, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for May 6, 2020 in the areas designated on May 1, 2020.



Gwenna MacDonald, City Clerk


9106

**NOTICE OF CALL OF SPECIAL MEETING  
TO THE MEMBERS OF THE SUSANVILLE CITY COUNCIL:**

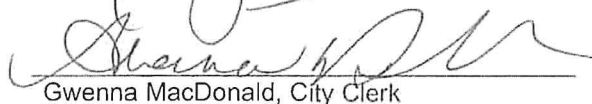
You are hereby notified that a SPECIAL MEETING of the Susanville City Council will be held in the Lassen County Fairgrounds/Jensen Hall at 195 Russell Avenue, Susanville, California on **April 29, 2020 at 10:00 a.m.** to transact the following business:

Call Meeting to Order  
Roll Call of City Councilmembers  
Pledge of Allegiance

- 1 **APPROVAL OF THE AGENDA:**
- 2 **PUBLIC COMMENT:** Members of the public may address the Council concerning **any item on the agenda** prior to or during consideration of that item.
- 3 **SCHEDULED MATTERS:**  
A Budget workshop: Fiscal Year 2020 - 2021
- 4 **ADJOURNMENT:**

  
Mendy Schuster, Mayor

ATTEST:

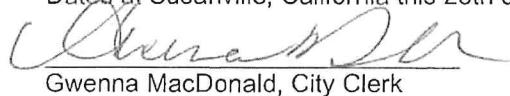
  
Gwenna MacDonald, City Clerk

**AFFIDAVIT OF MAILING NOTICE**

I, the undersigned City Clerk of the City of Susanville, California do hereby certify that an original of the **NOTICE OF CALL OF SPECIAL MEETING** on **April 29, 2020 at 10:00 a.m.** was delivered to each and every person set forth on the list contained herein on the 28th day of April, 2020. A copy of said Notice is attached hereto.

I declare under penalty of perjury that the foregoing is true and correct.

Dated at Susanville, California this 28th day of April, 2020.

  
Gwenna MacDonald, City Clerk

Mendy Schuster	electronic mail
Brian Moore	electronic mail
Thomas Herrera	electronic mail
Quincy McCourt	electronic mail
Kevin Stafford	electronic mail

910C

LASSEN COUNTY  
TECHNICAL ADVISORY COMMITTEE AGENDA  
\*VETERANS MEMORIAL HALL\*  
1205 Main St.  
SUSANVILLE, CA 96130  
THURSDAY, MAY 7, 2020

For directions to the Veterans Memorial Hall, please call the Planning and Building Services Department at (530) 251-8269.

9:00 a.m. Convene in Regular Session  
Matters Initiated by the General Public

**PROJECT DESCRIPTION:** (Continued from the April 7, 2020, Technical Advisory Meeting)  
**NOTICE OF INTENT TO RECORD NOTICE OF VIOLATION NO. 2020-002, JOHN HENRY LIVING TRUST.** The Lassen County Technical Advisory Committee will receive and consider evidence to determine if a Notice of Violation should be recorded for a parcel of land 59 acres in size that is located approximately eleven miles northeasterly of Litchfield, California. The subject property is located in a portion of Section 27, Township 31 North, Range 15 East, Mount Diablo Base and Meridian and the current zoning of the subject parcel is U-C-2 (Upland Conservation/Resource Management District). A Notice of Violation will be recorded if the Technical Advisory Committee determines that the subject parcel was created in violation of the California Subdivision Map Act. Assessor's Parcel Number: 093-130-05. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

**USE PERMIT #2019-011, Woodcrest Real Estate Ventures (applicant); Frank Aragon and Brennan Moss (owners).** Proposal to construct a 9,100-square-foot retail store off of Old Highway Road near Doyle. The Technical Advisory Committee conditionally approved Merger #2019-008 on January 2, 2020, in order to merge the subject parcels. If this use permit is ultimately approved, the applicant will cause a Certificate of Merger to be recorded in the Official Records of Lassen County in order to finalize the merger. The subject parcels are zoned A-1 (General Agricultural District) and have "Extensive Agriculture" and "Scenic Corridor" land use designations in the *Lassen County General Plan, 2000*. The project site is located approximately one mile north of the Town of Doyle at 436-400 and 436-410 Old Highway Road (also known as Carol Drive). APNs: 141-060-13 and 141-060-12. Staff Contact: Stefano Richichi, Senior Planner

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Distribution: County Planning & Building Services County Fire Warden's Office County Environmental Health Dept. County Assessor's Office County Road Dept. County Surveyor CAO	Agendas Only: Applicants/Agents BOS County Clerk County Counsel Treasurer/Tax Collector Post
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Lassen County Planning and Building Services 530-251-8269  
MLA: aje

By M

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LASSEN COUNTY PLANNING COMMISSION  
BOARD CHAMBERS, 707 NEVADA STREET  
\*VETERANS MEMORIAL HALL\*  
1205 Main St.  
SUSANVILLE, CA 96130  
TUESDAY, MAY 5, 2020

1:10 p.m. Convene in Regular Session  
Flag Salute  
Roll Call

**Election of Officers**

- Chairman
- Vice Chairman

**Appointment of Architectural Review Committee member**

General Update of Planning Activities

Matters Initiated by Commissioners

Correspondence

Approval of Minutes

Matters Initiated by the General Public

**Next Resolution in line for adoption: 5-01-20**

1:20 p.m. **PUBLIC HEARING: MINOR AMENDMENT #2020-001 (Amendment to Reclamation Plan #2002-083), Hat Creek Construction, Inc.** The applicant is proposing to amend reclamation plan requirements at the Hwy 299 Quarry (CA mine ID #91-18-0052). If approved, the amendment would remove remaining revegetation and reclamation requirements and allow the landowner (Sierra Pacific Industries, Inc.) to continue use of the surface mine with SMARA-exempt status under PRC § 2714(j). The surface mining operation currently occupies approximately 1.5 acres across three parcels totaling 1131.29 acres. The subject parcels are zoned T-P-Z (Timber Production Zone District) and are designated Extensive Agriculture by the *Lassen County General Plan 2000*. The project is located approximately 5.3 miles northwest of Nubieber, CA and 6 miles north of Highway 299 in Lassen County. APN: 001-060-05, 06, 21. Staff Contact: Nancy McAllister, Associate Planner

1:25 p.m. **PUBLIC HEARING: USE PERMIT #2020-001, Stephen Polski (Applicant), Ian and Pamela Lee (Owners).** Proposal to convert the second story of an existing barn/garage into a second housing unit. The proposed second housing unit would be 672 square feet, while the remaining barn/garage would be 1,776 square feet. The subject parcel is zoned A-2-B-4 (Agricultural Residential, 4-Acre Building Site Combining District) and has a "Rural Residential" land use designation in the *Janesville Planning Area, 1993* and *Lassen County General Plan, 2000*. The proposed project is exempt from the California Environmental Quality Act (CEQA) under Sections 15061(b)(3), 15301, and 15303 of the 2020 CEQA Guidelines. The subject parcel site is located approximately one mile northeast of the intersection of Sunnyside and Standish-Buntingville Roads at 465-965 Lazy J Lane in Janesville, CA. APN: 129-420-62. Staff Contact: Stefano Richichi, Senior Planner

1:30 p.m. **PUBLIC HEARING: PROJECT DESCRIPTION: REQUEST TO AUTHORIZE A MODIFICATION OF PARCEL MAP NO. 2005-046, AS THE SAME WAS FILED ON MAY 11, 2006, IN BOOK 40 OF MAPS, PAGES 79-80, OF THE OFFICIAL RECORDS OF LASSEN COUNTY, CALIFORNIA.** The Lassen County Planning Commission will receive and consider evidence to determine if a modification of Parcel Map No. 2005-046

PLANNING COMMISSION  
MAY 5, 2020

should be completed to “remove” a certain note shown on Sheet Two that addresses drinking water quality and requires future water sampling/testing. The subject parcels shown on said Parcel Map No. 2005-046 are located in the South one-half of Section 19, Township 30 North, Range 14 East, Mount Diablo Base and Meridian. The current zoning of the subject parcels is M-R (Mountain Resort District) which has a “Mountain Resort (Belfast Initiative Area)” land use designation in the *Standish-Litchfield Area Plan, 1986*. Assessor’s Parcel Numbers: 109-060-22 and 109-060-23. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

1:35 p.m.

**PUBLIC HEARING: RECOMMENDATION TO LASSEN COUNTY BOARD OF SUPERVISORS: LASSEN COUNTY FILE #700.02.01. SAFETY ELEMENT.** As required by Government Code Section 65302(g), the Lassen County Department of Planning and Building Services has prepared a draft amendment to the Lassen County Safety Element. Said amendment proposes to incorporate the Multi-Jurisdictional, Multi-Hazard Mitigation Plan (HMP), adopted by the Board of Supervisors, Susanville City Council and the Susanville Indian Rancheria and approved by the Federal Emergency Management Agency on January 15, 2019, into the Lassen County Safety Element. Lassen County, California. Staff Contact: Gaylon Norwood, Assistant Director.

ADJOURN

Certain actions of the Commission are appealable to the Board of Supervisors. The appeal period is ten days from the date of the Commission’s action. For specific information on appeals, please contact the Lassen County Planning and Building Services Department at 530-251-8269.

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