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

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

Susanville City Council
Regular Meeting ♦ City Council Chambers
August 2, 2017 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 17-5408

Next Ordinance No. 17-1012

- 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 REAL PROPERTY NEGOTIATOR – pursuant to Government Code 54956.8:
 - 1 Property: APN # 103-340-02
 Agency negotiator: Jared G. Hancock
 Negotiation parties: City of Susanville/Ralph Sanders
 Under negotiation: Price/Conditions/Terms

 - B CONFERENCE WITH LABOR NEGOTIATORS – pursuant to Government Code Section §54957.6
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Fire, SPOA

 - C CONFERENCE WITH LEGAL COUNSEL - Anticipated Litigation - Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) regarding one (1) potential case

- 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: Chief James Moore*
 - *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 June 21 and July 5, 2017 meetings

B Approve vendor warrants numbered 100878 through 101006 for a total of \$924,663.88 including \$123,903.47 in payroll warrants

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

A Consider request of Lassen Historical Society to utilize City-owned property located at 19 North Weatherlow

B Consider **Resolution No. 17-5403** authorizing City Administrator to execute Agreement with Dyer Engineering for the evaluation and modification for construction documents for the completion of the Cady Springs Pump Station and Pipeline

C Consider fee waiver request for use of Golf Course Clubhouse for the August 19, 2017 Picon Open Golf Tournament

D Consider approval of **Resolution No. 17-5404** authorizing execution of Airport Ground Lease Agreement for Hangar #37 with the Experimental Aircraft Association Chapter #794

E Consider approval of **Resolution No. 17-5405** authorizing City Administrator to execute an extension with ACS retroactively extending their contract through December 31, 2017

F Consider approval of **Resolution No. 17-5406** authorizing City Administrator to execute an extension with PEI retroactively extending their contract through December 31, 2017.

G Consider approval of **Resolution No. 17-5407** finding that the required conditions for recordation of Phase 1 of the final Map for Quail Hollow Subdivision have been complied with and directing the City Clerk to effect the recordation of the map prior to August 12, 2017

H Consider fee waiver request for use of Golf Course Restaurant Facility for the August 4-6, 2017 Diamond Mountain Men's Golf Club Golf Tournament

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

A Administrative Services Update

14 **COUNCIL ITEMS:**

A AB1234 travel reports:

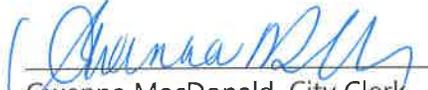
15 **ADJOURNMENT:**

- ***The next regular City Council meeting will be held on August 16, 2017 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 August 2, 2017 in the areas designated on July 28, 2017.


Gwenna MacDonald, City Clerk

Reviewed by: SW City Administrator
 City Attorney

 X Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's June 21 and July 5, 2017 meetings

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's June 21 and July 5, 2017 meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's June 21 and July 5, 2017 meetings.

ATTACHMENTS: Minutes: June 21, 2017
July 5, 2017

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
June 21, 2017– 6:00 p.m.

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

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Joe Franco, Mendy Schuster and Kathie Garnier.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

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

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No business.

3 CLOSED SESSION: At 6:02 p.m. the Council entered into Closed Session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
1. Public Employee Performance Evaluation: City Administrator

At 7:15 the City Council recessed closed session.

4 RETURN TO OPEN SESSION:

At 7:17 p.m. the City Council reconvened in Open Session.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; Dan Newton, Public Works Director; John King, Police Chief; Deborah Savage, Finance Manager; Craig Sanders, City Planner and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that prior to Closed Session, the City Council approved the agenda with no changes. The City Council met in closed session and would be reconvening in Closed Session at the end of Open Session. There was no reportable action taken.

Mayor Garnier requested that a moment of silence be observed in memory of Clay Cagle.

5 BUSINESS FROM THE FLOOR:

David Teeter, District 1 Supervisor, referenced the Pancera Plaza improvement project, and thanked the City Council for the effort made to improve the uptown historic district. He talked about the America's Best Cities grant application, and discussed the concept of creating more of a Main Street feeling along the main corridor of town and less of a California Highway feeling.

Richard Parker, Chamber of Commerce President, thanked the City Council for the support that has been demonstrated that improves the community for everyone. He would like to keep the designs and improvements as lined out in the America's Best Cities plan at the forefront of discussions with Caltrans during their upcoming Main Street resurfacing project. All of the improvements should be geared towards

what is best for the City and not just the most economical for Caltrans. He complimented the City on the effort made to complete the Honey Lake Valley Community Swimming Pool.

Councilmember Schuster requested removal of Item 6B for separate consideration. She would be abstaining from consideration of that item because her family members own Jackson's Service Center and there is a payable listed in the Vendor Warrant report to that business.

- 6** **CONSENT CALENDAR:** Mayor Garnier reviewed the items on the Consent Calendar:
- A Approve minutes from the City Council's May 17, 2017 meeting
 - B Approve vendor warrants numbered 100500 through 100632 for a total of \$315,543.92 including \$160,085.96 in payroll warrants
 - C Receive and file monthly Finance Report: May 2017

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Consent Calendar Items 6A and 6C; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

Councilmember Schuster exited the Council Chambers.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Consent Calendar Item 6B; motion carried. Ayes: Stafford, Franco, Wilson and Garnier. Abstain: Schuster.

Councilmember Schuster returned to the Council Chambers.

7 **PUBLIC HEARINGS:**

7A **Consider approval of Resolution No. 17-5385 Adopting the City of Susanville 2017-2018 Budget** Mr. Hancock reported that the City conducted a budget workshop on June 7, 2017 to solicit input from the community and City Council regarding the fiscal year 2017-2018 budget. Based on those discussions and direction given to staff to reduce the deficit, staff has made adjustments and revised the proposed budget accordingly. Mr. Hancock turned the floor over to Ms. Savage to explain the adjustments.

Ms. Savage explained that the budget is presented as Exhibit A of the resolution, and it reflects the financial data presented during the workshop, with changes as follows:

- Pay-off short term housing loan debt of \$148,857 in the 2016/2017 fiscal year thereby reducing transfers out of the General Fund by \$83,301 in 2017/2018 and \$65,556 in 2018/2019.
- Increase projected building permit revenue by \$10,000.
- Increase building department reimbursement revenue by \$2,000 for inspector services.

These changes reduced the projected General Fund deficit to (\$148,430).

Mr. Hancock added that the building permit was not an increase in permit cost, but an estimate in the number of residential and commercial permits to be issued. The short-term housing loan debt would be paid from Fund Balance, and not General Fund reserves.

Mayor Garnier asked what the total was in Fund Balance.

Mr. Hancock responded that the balance is \$1.4 million dollars.

There were no more questions or comments.

At 7:32 p.m. Mayor Garnier opened the public hearing and requested comments from the public. There being no comments, the public hearing was closed at 7:33 p.m.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Resolution No. 17-5385; motion carried unanimously. Ayes: Franco, Wilson, Stafford, Schuster and Garnier.

7B Consider approval of Resolution No. 17-5391 establishing Honey Lake Valley Community Pool as eligible for the "Raw Cost" natural gas rate and confirming and continuing previously established rates Mr. Newton reported that at its June 7, 2017 meeting, the City Council approved a Utility Service Agreement with the HLVRA for the Honey Lake Valley Community Pool. It is necessary to modify the natural gas rates so that the Pool facility is listed as eligible for the "Raw Cost" rate. The resolution carries forward previous rates that are unchanged with the only modification being the addition of the Pool receiving a "Raw Cost" rate, which is determined based on the lowest contract price, per MMBTU, that the City pays for natural gas plus transmission costs. It does not include any costs to cover maintenance, operations, principle payments, or debt service and is currently set at \$0.386 per therm. The public hearing has been scheduled and properly noticed in accordance with California regulations.

There were no questions or comments from the City Council.

At 7:34 p.m. Mayor Garnier opened the public hearing and requested comments from the public. There being no comments, the public hearing was closed at 7:35 p.m.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 17-5391; motion carried unanimously. Ayes: Wilson, Franco, Stafford, Schuster and Garnier.

Mayor Garnier recused herself from consideration of the following item, due to owning property located within the District. Mayor Garnier exited the Council Chambers.

7C Consider approval of Resolution No. 17-5392 setting assessments for Historic Uptown Susanville Association (HUSA) Fiscal Year 2017/2018 Mr. Hancock explained that this is the second phase in the process to establish the assessment for the upcoming fiscal year for businesses located in the Historic Uptown District. The City Council reviewed and approved the HUSA Annual Fiscal Report at its May 17, 2017 meeting, and set the date for the public hearing as required by the Streets and Highways Code. It is staff's recommendation to keep the rates at the same level as the 2016/2017 assessment, and City Council authority is required to levy an assessment for fiscal year 2017/2018.

At 7:38 p.m. Mayor pro tem Franco opened the public hearing and requested comments from the public.

Melanie Westbrook, HUSA President, thanked the City Council for the improvements being made with the Pancera Plaza project and continued support of the uptown district.

There being no further comments, the public hearing was closed at 7:39 p.m.

Motion by Councilmember Stafford, second by Councilmember Schuster, to approve Resolution No. 17-5392; motion carried. Ayes: Stafford, Schuster, Wilson and Franco. Abstain: Garnier.

Mayor Garnier returned to the Council Chambers and resumed her seat on the dais.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.
Commission/Committee Reports:

9 **NEW BUSINESS:**

9A **Consider Resolution No. 17-5386 Establishing Appropriations Limitation for Fiscal Year 2017-2018** Ms. Savage explained that this is the second step required each year as part of the budgeting process to establish a budget and appropriations limit for the upcoming fiscal year. The State establishes a "spending limitation" through Proposition 4 that provides a limit to the annual appropriations that are funded by proceeds of taxes for each fiscal year. The limitation for fiscal year 2017-2018 is \$10,573,670, with the City's anticipated appropriation falling well below that threshold at \$4,897,480.

There were no questions or comments.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Resolution No. 17-5386; motion carried unanimously. Ayes: Franco, Wilson, Stafford, Schuster and Garnier.

9B **Consider request to write off Accounts Receivable** Ms. Savage explained that the Administrative Services Department is responsible for the collection of revenues that are owed to the City. The City follows an established policy for the collection of past due accounts that includes sending delinquent letters, searching for new accounts in the utility billing system and performing a search using the credit reporting agency resources and calling phone numbers from the closed accounts. After all attempts have failed to recover the balance, staff prepares a report for City Council authorization to remove the uncollectable balances from the accounts receivable, and sends the accounts to a collection agency. The agency has access to additional records and has been successful in recovering additional funds. The accounts received in the first 6-12 months have been shown to have the highest potential for recovery and as delinquent accounts age, there are limitations placed on collection options. The City receives 66 percent of delinquencies collected and there is no additional fee charged for this service. Staff is requesting authority to write off \$5,447.16 in uncollected utility revenue for the period of January 2017 thru June 2017.

Mayor Garnier asked if the City charges deposits for the accounts that could be applied to the balance.

Ms. Savage responded that the deposits have already been applied to the accounts.

Councilmember Wilson asked how successful the collection efforts are, percentage wise, once they are turned over to the collection agency.

Ms. Savage responded that she did not have the number available, but could bring it as a future report.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve the Accounts Receivable write-off in the amount of \$5,447.16; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

9C **Consider request to allow the sale of alcoholic beverages concessions at the Diamond Mountain Golf Course Club House on July 15, 2017 and authorizing the T & A Lounge to obtain appropriate licensing** Mr. Hancock reported that the City received a request from the Lassen High School Alumni to hold a class reunion scheduled for Saturday, July 15, 2017 at the old club house at the Diamond

Mountain Golf Course. The event will be catered by the T & A Lounge to provide alcoholic beverage sales and they will be responsible for obtaining the necessary license through the Department of Alcoholic Beverage Control. An authorization letter from the City is required as part of the application process to obtain the license.

Mayor Garnier asked how much the facility rents for.

Ms. Savage responded that it rents for \$120 per day.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve the request for an alcoholic beverage concession to be held on July 15, 2017 at the Diamond Mountain Golf Course; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Stafford and Garnier.

9D Consider approval of Resolution No. 17-5394 approving Agreement between Lassen Community College and the City of Susanville Fire Department to use City facilities for the Health Occupation Program Chief Moore explained that the Fire Department staff was contacted by Lassen College Director of Nursing Christi Myers to provide an additional opportunity for EMT students to complete patient assessments to meet some of the clinical skill requirements of the course. The students are currently participating in a ride-along program with SEMSA, however each student is required to complete 10 patient assessments which can take some time for the entire class to complete. The Susanville Fire Department responds to EMS calls for service on a daily basis, and would provide additional opportunities to assist the student in completing the skill requirements of the course.

Councilmember Wilson commented that it sounds like a good program.

Councilmember Schuster agreed, adding that it's a great opportunity for the students.

Mayor Garnier added that it is good to see the agencies working together.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5394; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

9E Consider approval of Resolution No. 17-5395 approving wireless service agreement with AT&T Chief King reported that in the course of modern police work, technology is critical in allowing the Officers to do their job and a lot of what they do requires cell phones as it eliminates the need to have separate cameras and recording equipment because cell phones have that technology in one device. At the Department the officers are currently using their own phones and they do not have the ability to immediately transmit information because the cars are not equipped with that technology and the law limits the use of personal devices to communicate certain types of information. In order to improve operational efficiencies and provide necessary communication and data collection equipment, staff is requesting City Council approval to enter into a wireless service contract with AT&T for cellular phones. The devices will be assigned to a vehicle and used by the officer on duty. The unlimited plan cost is included in the existing budget and proposed 2017/2018 fiscal year budget.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 17-5395; motion carried unanimously. Ayes: Stafford, Franco, Wilson, Schuster and Garnier.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

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

12 **CONTINUING BUSINESS:**

12A **Consider approval of Resolution No. 17-5393 amending the Fiscal Year 2016-2017 budget**

Mr. Hancock explained that the City provides various services to the Honey Lake Valley Recreation Authority through the Administrative Services Agreement. The agreement was updated at its April 17th meeting to include Operational Services to the HLVRA. The City will provide employees to fill the additional positions of Pool Director, Assistant Pool Director, Swim Instructors and Lifeguards. The employees will be City employees and all costs associated with those employees including staff time, office expenses and other direct costs will be reimbursed to the City by the HLVRA. The costs associated with the agreement were not included in the City's fiscal year 2016/2017 budget, so staff is requesting to load a revenue and expense budget in the amount of \$60,000 to be reimbursed through the Honey Lake Valley Recreation Authority.

Councilmember Schuster asked if the Pool Director was going to present a report to the City Council regarding the revenue and expenses of the facility.

Mr. Hancock responded that the primary duty of the Pool Director was to provide the information to the HLVRA Board, and the City's representatives on the Board could then request the information be presented at a City Council meeting. It would not really be appropriate for the City Council to receive the report before the JPA.

Mayor Garnier suggested providing a quarterly report.

Mayor pro tem Franco remarked that an end-of-season report regarding the facility would be reasonable and appropriate.

Mayor Garnier agreed, given that the facility is a new operation and the revenue and expense will be new information for the City to have at the end of the season and prior to the mid-year budget discussions.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Resolution No. 17-5393; motion carried unanimously. Ayes: Franco, Wilson, Stafford, Schuster and Garnier.

12B **Consider approving the establishment of a revenue and expense budget to provide State of California OES Haz-Mat team training as authorized by Resolution No. 17-5380**

Chief Moore explained that the resolution approved at the May 17th City Council meeting approved executing an agreement with the State of California OES for Hazardous materials team training. Since approval of the agreement, staff received additional information from OES regarding the payment process. Initially the State would be paying the contractor directly to provide the training, however now the City will be requesting reimbursement from the State, and making the necessary payments to the contractor. It will be necessary to establish a revenue and expense budget to cover the pass-through costs. The first class is scheduled to begin on July 10, 2017.

Councilmember Wilson asked if there was an estimated time for the reimbursement to be processed.

Chief Moore responded that 30 days in arrears was average with the State.

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve Resolution No. 17-5380; motion carried unanimously. Ayes: Stafford, Wilson, Franco, Schuster and Garnier.

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

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Mayor pro tem Franco asked when the deadline for weed abatement is, as the weeds are drying up and dying, and some areas such as the corner of North and Grand Avenue are getting out of control.

Chief Moore responded that Monday, June 26th is the deadline for removal of weeds that present a dangerous or hazardous condition.

15 **ADJOURNMENT:**

At 8:07 p.m. Mayor Garnier called for a five minute recess prior to reconvening in Closed Session.

At 8:12 p.m. the City Council reconvened in Closed Session.

Closed Session adjourned at 10:45 p.m. Mr. Hancock announced that there was no reportable action taken.

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

Meeting adjourned at 10:46 p.m.

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

SUSANVILLE CITY COUNCIL
Special Meeting Minutes
July 5, 2017 – 6:00 p.m.

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

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

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF THE AGENDA:

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

2 PUBLIC COMMENT: No comments.

3 CLOSED SESSION: At 6:02 p.m. Council entered into Closed Session to discuss the following:
PUBLIC EMPLOYMENT – Pursuant to Government Code §54957: Public employee performance evaluation:
City Administrator

4 ADJOURNMENT:

At 7:09 p.m. the City Council recessed closed session.

At 7:52 p.m. the City Council reconvened in closed session.

Meeting adjourned at 8:12 p.m.

Kathie Garnier, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

Approved on: _____

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
July 5, 2017– 7:00 p.m.

Meeting was called to order at 7:11 p.m. by Mayor Garnier.

All members of the City Council were present.

Mayor Garnier led those present in the Pledge of Allegiance.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; John King, Police Chief; Deborah Savage, Finance Manager; and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

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

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: None.

3 CLOSED SESSION: Closed session business considered as a special meeting.

4 RETURN TO OPEN SESSION:

Mr. Hancock offered the Thought of the Day.

5 BUSINESS FROM THE FLOOR:

Sam Williams, Lassen County Times, asked if there was any action to be reported out of closed session.

Mayor Garnier informed him that there was not.

6 CONSENT CALENDAR: Mayor Garnier reviewed the items on the Consent Calendar:

- A Approve vendor warrants numbered 100633 through 100748 for a total of \$349,568.99 including \$110,977.27 in payroll warrants

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

7 PUBLIC HEARINGS: No business.

8 COUNCIL DISCUSSION/ANNOUNCEMENTS: None.

Commission/Committee Reports:

9 NEW BUSINESS:

9A Consider approval of Resolution No. 17-5397 approving street closure for the Lassen County Fair Parade on July 22, 2017 Mr. Hancock reported that the Lassen County Fair office is requesting the closure of Main Street for the 2017 Fair Parade on Saturday, July 22, 2017. The closure would extend from Cottage Street to Fair Drive between 9:30 a.m. and 11:30 a.m. An encroachment permit is required through Caltrans for the closure of Main Street, but there is no Permit fee charged. The event will require three Street Division crew members to sweep the street before and after the event, and six Public Works employees to

set up and remove the traffic control signs, and assist ten Police Officers with traffic control. The estimated cost to the City is \$4,823.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 17-5397; motion carried. Ayes: Stafford, Franco, Wilson, Schuster and Garnier.

9B Consider approval of Resolution No. 17-5398 authorizing street closure for the Lassen County Chamber of Commerce Mixer held on July 13, 2017 Mr. Hancock reported that this request for street closure was for the Chamber Mixer hosted by the Sierra Radio Network. The event will be celebrating 40 years of business for Sierra Broadcasting, and requires the street closure of a portion of Johnstonville Road in front of the Sierra Broadcasting Offices located at 3015 Johnstonville Road on July 13, 2017, from 3:00 p.m. to 10:00 p.m. This event requires one Public Works Department employee to set up and take down traffic control signs at a cost of approximately \$200.

Rod Chambers, Sierra Broadcasting President, spoke regarding the event, and thanked the City Council for supporting the businesses of the City.

Motion by Mayor pro tem Franco, second by Councilmember Stafford to approve Resolution No. 17-5398; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

9C Consider approval of Resolution No. 17-5399 Postage meter purchase Ms. Savage reported that the City currently has a Pitney Bowes mailing machine, located in City Hall, that allows City Departments the convenience of mailing correspondence without the complication of having to purchase rolls of stamps. On average the City processes 1,200 pieces of mail every month, and receives a \$.03 cent discount on the current postage rates per first class letter by using the mailing machine. The machine the City is currently using was replaced in 2007 through a Lease-to-Own agreement. Pitney Bowes recently informed the City that the model has been decommissioned and they will no longer provide service if the machine should break down. The price of a new machine will be \$350.00 a month for 36 months, which includes the rental charge for the postage meter and monthly maintenance service. At the end of the 36 month lease, the City will own the machine and will only pay the rental of the postage meter which is currently \$292 per month. The cost for the lease is included in the 2017-2018 budget.

There were no questions or comments.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5399; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

9D Consider approval of Resolution No. 17-5396 authorizing execution of ground lease agreement with Terry Poulsen for Hangar #5 at the Susanville Municipal Airport Mr. Hancock explained that the City Council exercised its right of first refusal to purchase Susanville Municipal Airport Hangar #5A. The hangar, owned by Larry Beck, was sold to Mr. Terry Poulsen, and it is necessary to execute an Airport Ground Lease Agreement with the new owner. The annual revenue for the lease is \$386.55.

Councilmember Wilson asked if Mr. Beck was still serving on the Airport Commission.

Mr. Hancock responded that Mr. Beck had resigned from the Commission.

Mayor pro tem Franco asked if that would make a difference regarding the approval of the ground lease with Mr. Poulsen.

Mr. Hancock responded that ownership of a hangar at the airport used to be a requirement for serving on the Airport Commission, and while the City's preference would be for the Commissioners to have an interest and involvement in the airport, it is not a requirement for serving as a Commissioner.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 17-5396; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

9E Consider approval of Resolution No. 17-5400 authorizing execution of ground lease agreement with Kevin De Rose for Hangar #16 at the Susanville Municipal Airport Mr. Hancock reported that Item 9E and 9F were also approval of ground leases with new airport hangar owners. The City Council declined the offer to purchase Hangar #16, owned by Stephen Pezzullo, and the hangar was sold to Kevin DeRose. Mr. DeRose took possession of the hangar on June 27, 2017, and it is necessary to execute a ground lease with the city. This is one of the larger hangars, with an annual revenue of \$1,427.28.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve Resolution No. 17-5400; motion carried unanimously. Ayes: Franco, Wilson, Stafford, Schuster and Garnier.

9F Consider approval of Resolution No. 17-5401 authorizing execution of ground lease agreement with Dale Miller for Hangar #28 at the Susanville Municipal Airport Mr. Hancock stated that Donald Sokol sold Hangar #28 to Dale Miller, and it is necessary to execute a ground lease agreement with the new owner. The annual revenue from the lease is \$684.00.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve Resolution No. 17-5401; motion carried unanimously. Stafford, Franco, Wilson, Schuster and Garnier.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

12A Consider approval of Resolution No. 17-5402 authorizing the City Administrator to execute an amendment to the contract with R.E.Y. Engineers, Inc. for an additional amount not to exceed \$13,775.00 and continue with the completion of Project Approval and Environmental Documents (PA&ED) for the Susanville Southeast Gateway Project Mr. Hancock explained that this item is related to the Southeast Gateway project, which includes the installation of curb, gutter and sidewalk improvements, lighting, a relocation of the monument sign to a location further east at the entrance of town, and landscaping improvements. This project is coordinated through STIP and is in the project approval and environmental documents or PA&ED phase. In December of 2016, a 12-month extension to the consulting contract with R.E.Y. Engineers was approved, based upon the additional time required to complete the environmental studies. An Archaeological Survey Report / Historic Property Survey Report is now required by Caltrans due to previous concerns that evidence of cultural resources may be present at a site located near the intersection of Jack in the Box, and the investigation and reporting was not included at the outset of the project initiation. Staff has met with the State and discussed on numerous occasions that these unexpected additions to the scope of the environmental review for the project have resulted in additional time and expense for completion of the environmental document.

Caltrans has assisted by performing preliminary fieldwork and minimizing the requirements of the studies associated with the completion of documents, and prior research that was performed for the CAP-M project is being allowed for use which will help keep costs for the environmental portion of the new work to a minimum. The additional amount needed to provide these unanticipated services is \$13,775.00. The total contract value with amendments will now be \$142,640.00. Mr. Hancock stated that this part of the project has been very involved, and he thanked Daniel Gibbs, City Engineer, for the tremendous amount of effort and time that he has dedicated towards keeping the process moving along.

There were no questions or comments from the City Council.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve Resolution No. 17-5402; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

13 CITY ADMINISTRATOR'S REPORTS:

13A Fire Department Quarterly Report Chief Moore reviewed the activities and projects of the Susanville Fire Department for the period of January 14 through June 26, 2017. He discussed current personnel, statistics and incident response information, OES, grants, volunteers, facility, training, prevention, public education, apparatus maintenance and efforts related to the February 8 -10, 2017 storm event. He explained that the Department is still waiting on the assignment of the Type II OES HazMat response vehicle which is funded through HazMat by Rail. The HazMat classes are scheduled to begin July 10, and will be continuing through November. The Department has a new Chaplain in place, Kelly Shelley, and he is currently attending chaplain training. The County has three Chaplains available for use by the City as well, but the Department is glad to have Mr. Shelley join the Department. Chief Moore referred to the upcoming weed abatement deadline, explaining that 113 compliance notice letters have been sent to property owners who have been instructed to clean up their properties. Chief Moore stated that the Department is still waiting on the funding from FEMA related to the first storm event, and the second round of projects has been submitted and is pending evaluation by the assessment team. Chief Moore concluded his presentation by indicating that the Department has a waiting list for people who are interested in taking the CPR class that is offered quarterly by the Department.

Mayor pro tem Franco asked Chief Moore if there was any way to determine if a nuisance property was included in the notifications that were sent out. He is aware of two properties that are in poor condition.

Chief Moore suggested that a complaint could be submitted to the Department, at which time a determination could be made if the property owner had been notified or not.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Mayor pro tem Franco discussed the status of the watch group in his neighborhood. There have been several break-ins lately and they are in need of a new resurgence of energy. He asked Chief King if there was still a focus at the Department on participation with the various neighborhood watch groups in the community.

Chief King responded that there is, and with recent shift changes and re-assignments, some of the officers became misaligned with the groups that they had been associated and familiar with. He is aware that the program needs additional attention, and requested that citizens contact his Administrative Assistant so that the meeting times and appointments could be placed on his calendar. He stated that it is not a lost issue.

Mayor pro tem Franco thanked the Chief, and said that the groups are not self-perpetuating, and that law enforcement involvement is valuable and necessary. He added that it would mean a lot to the neighbors if the Police Chief were to attend one of their meetings.

15 ADJOURNMENT:

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

Meeting adjourned at 7:49 p.m.

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

AGENDA ITEM NO. 6B

Reviewed by: SW City Administrator
 City Attorney

X Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated July 8, 2017 through July 21, 2017 numbered 100878 through 101006.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 800,760.41 plus \$ 123,903.47 in payroll warrants, for a total of \$ 924,663.88.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
06/30/2017	CDPT	07/24/2017	665	AFLAC	14	8403-2239-0	392.42-
06/30/2017	CDPT	07/24/2017	665	AFLAC	14	7650-2203-0	132.05-
07/14/2017	CDPT	07/24/2017	665	AFLAC	14	8403-2239-0	392.42-
07/14/2017	CDPT	07/24/2017	665	AFLAC	14	7650-2203-0	132.05-
07/14/2017	CDPT	07/24/2017	665	AFLAC	14	1000-417-10-	.04
06/30/2017	CDPT	07/21/2017	666	BLUE SHIELD OF CALIFO	38	7650-2203-1	155.27-
07/14/2017	CDPT	07/21/2017	666	BLUE SHIELD OF CALIFO	38	7650-2203-1	155.27-
07/14/2017	CDPT	07/21/2017	666	BLUE SHIELD OF CALIFO	38	7650-2203-1	584.59-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-413-20-	22,201.41-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-411-40-	5,298.42-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-416-10-	11,794.68-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-415-10-	21,662.58-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-424-20-	12,672.77-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-419-10-	12,218.75-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-452-20-	6,947.85-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	2007-431-20-	14,054.61-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7620-430-10-	31,290.37-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7110-430-42-	25,368.43-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7401-430-62-	28,530.85-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7620-430-11-	13,865.29-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-421-10-	166,277.80-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-422-10-	89,534.19-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	2,996.59-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	3,040.69-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	1,788.28-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	2,782.54-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	645.54-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	1,487.84-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	139.64-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	92.63-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	85.45-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	1,423.82-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	1,457.95-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	1,536.93-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	1,602.42-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	727.64-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	690.95-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	15.00-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	3,697.01-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	951.55-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	2,085.76-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	7650-2203-1	24.00-
07/14/2017	CDPT	07/24/2017	667	P.E.R.S.	8	1000-421-10-	112.09-
07/14/2017	CDPT	07/21/2017	668	CITY OF SUSANVILLE PA	1	7650-2203-1	7,847.77-
07/14/2017	CDPT	07/21/2017	668	CITY OF SUSANVILLE PA	1	7650-2203-1	7,847.77-
07/14/2017	CDPT	07/21/2017	668	CITY OF SUSANVILLE PA	1	7650-2203-1	2,546.63-
07/14/2017	CDPT	07/21/2017	668	CITY OF SUSANVILLE PA	1	7650-2203-1	2,542.17-
07/14/2017	CDPT	07/21/2017	668	CITY OF SUSANVILLE PA	1	7650-2203-1	19,322.24-
06/30/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	7650-2203-1	948.00-
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	1000-421-10-	174.94-
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	1000-452-20-	161.91-
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	1000-415-10-	1,112.00-
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	1000-422-10-	1,112.00-
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	7620-430-10-	30.00-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	7650-2203-1	1,106.50-
07/14/2017	CDPT	07/21/2017	669	LABORERS TRUST FUND	9	7650-2203-1	68,442.65-
07/14/2017	CDPT	07/24/2017	670	LINCOLN FINANCIAL LIF	22	7650-2203-1	144.95-
07/14/2017	CDPT	07/24/2017	670	LINCOLN FINANCIAL LIF	22	7650-2203-1	162.66-
07/14/2017	CDPT	07/24/2017	670	LINCOLN FINANCIAL LIF	22	1000-421-10-	.60-
07/14/2017	CDPT	07/24/2017	670	LINCOLN FINANCIAL LIF	22	1000-421-10-	1.34-
07/14/2017	CDPT	07/21/2017	671	EMPLOYMENT DEV. DEP	6	7650-2203-1	5,510.61-
07/14/2017	CDPT	07/21/2017	672	EMPLOYMENT DEV DEP	7	7650-2203-1	1,448.80-
07/14/2017	CDPT	07/21/2017	100998	CA STATE DISBURSEME	37	7650-2203-0	69.23-
07/14/2017	CDPT	07/21/2017	100999	NATIONWIDE RETIREME	5	7650-2203-0	915.00-
06/30/2017	CDPT	07/21/2017	101000	NEW IMAGE RACQUETB	30	7650-2203-0	115.00-
07/14/2017	CDPT	07/21/2017	101000	NEW IMAGE RACQUETB	30	7650-2203-0	115.00-
06/30/2017	CDPT	07/21/2017	101001	OPERATING ENGINEERS	11	7650-2203-0	678.00-
07/14/2017	CDPT	07/21/2017	101001	OPERATING ENGINEERS	11	7650-2203-0	576.00-
06/30/2017	CDPT	07/21/2017	101002	PRE-PAID LEGAL SERVI	13	7650-2203-0	288.65-
07/14/2017	CDPT	07/21/2017	101002	PRE-PAID LEGAL SERVI	13	7650-2203-0	288.65-
07/14/2017	CDPT	07/21/2017	101003	UPEC, LOCAL 792	10	1000-452-20-	6.63-
07/14/2017	CDPT	07/21/2017	101003	UPEC, LOCAL 792	10	1000-415-10-	45.50-
07/14/2017	CDPT	07/21/2017	101003	UPEC, LOCAL 792	10	1000-422-10-	45.50-
07/14/2017	CDPT	07/21/2017	101003	UPEC, LOCAL 792	10	7650-2203-1	2,131.87-
07/14/2017	CDPT	07/21/2017	101004	VALIC	4	7650-2203-0	1,663.08-
07/14/2017	CDPT	07/21/2017	101005	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
06/30/2017	CDPT	07/24/2017	101006	GOLDEN ONE CREDIT U	12	7650-2203-0	553.00-
07/14/2017	CDPT	07/24/2017	101006	GOLDEN ONE CREDIT U	12	7650-2203-0	513.50-
Grand Totals:			78				619,576.50-

Report Criteria:

Transmittal checks included

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	
07/17	07/11/2017	100879	728	U S POSTMASTER	UB BILLING GAS	071117	1	7401-430-62-46	POSTAGE	83.68	83.68	
07/17	07/11/2017	100879	728	U S POSTMASTER	UB BILLING WATER	071117	2	7110-430-42-46	POSTAGE	162.42	162.42	
Total 071117:											246.10	246.10
Grand Totals:											246.10	246.10

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
07/17	07/13/2017	100880	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635408769	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635408769:											
07/17	07/13/2017	100880	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635408770	1	7401-430-62-44	LINEN SERVICES	51.84	51.84
Total 635408770:											
07/17	07/13/2017	100880	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635408771	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 635408771:											
07/17	07/13/2017	100880	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635408772	1	7620-430-10-44	LINEN SERVICE	28.27	28.27
Total 635408772:											
07/17	07/13/2017	100881	1231	ASBURY ENVIRONMENT	MIXED OILS-STREETS	1500-00207290	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.75	18.75
07/17	07/13/2017	100881	1231	ASBURY ENVIRONMENT	MIXED OILS-GAS	1500-00207290	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	24.15	24.15
07/17	07/13/2017	100881	1231	ASBURY ENVIRONMENT	MIXED OILS-WATER	1500-00207290	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	32.10	32.10
Total 1500-00207290:											
07/17	07/13/2017	100882	76	BILLINGTON ACE HARD	SUPPLIES - WATER	388809	1	7110-430-42-46	SUPPLIES - SAFETY ITEMS	24.12	24.12
Total 388809:											
07/17	07/13/2017	100882	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	388991	1	2007-431-20-46	SUPPLIES-GENERAL	4.31	4.31
Total 388991:											
07/17	07/13/2017	100882	76	BILLINGTON ACE HARD	SUPPLIES-GC	389187	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	4.29	4.29
Total 389187:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 070117	1	2007-431-20-44	DISPOSAL	36.88	36.88

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 PLC600MAINST 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCBOFA 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLERDNT 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCBUEHLERDNT 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONDNTN 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCDIAMONDNTN 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCELKSLODGE 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTYMILL 070117	1	2007-431-20-44	DISPOSAL	19.80	19.80
Total PLCFROSTYMILL 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCGROCERYOUT 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 070117	1	2007-431-20-44	DISPOSAL	39.46	39.46
Total PLCHAIRHUNTER 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLCHOTELLSN1 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCHOTELLSN1 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBULD 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCKNOCHBULD 070117:											

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
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 070117	1	2007-431-20-44	DISPOSAL	39.46	39.46
Total PLCLITTLEITAL 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCLVCHARTR 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSNP 070117	1	2007-431-20-44	DISPOSAL	39.46	39.46
Total PLCMTLASSNP 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPL 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCPANCERPL 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSIERRAJWLR 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSIERRATHTR 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSVILLEREAL 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 07011	1	2007-431-20-44	DISPOSAL	36.88	36.88
Total PLCUPTOWNPARK 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 070117	1	2007-431-20-44	DISPOSAL	36.88	36.88
Total PLCUSPOSTAL 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 070117	1	2007-431-20-44	DISPOSAL	36.88	36.88

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 PLCVETSMEMOR 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMART 070117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCWALMART 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 070117	1	7620-430-10-44	DISPOSAL	164.88	164.88
Total SVL15 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 070117	1	1000-421-10-44	DISPOSAL	22.42	22.42
Total SVL7 070117:											
07/17	07/13/2017	100883	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 070117	1	7620-430-10-44	DISPOSAL	164.88	164.88
Total SVL8 070117:											
07/17	07/13/2017	100884	925	CACEO	TR EX REDDING	7/2 200004694	1	1000-419-10-45	TRAVEL	57.50	57.50
07/17	07/13/2017	100884	925	CACEO	TR EX REDDING	7/2 200004694	2	1000-424-20-45	TRAVEL	57.50	57.50
Total 200004694:											
07/17	07/13/2017	100885	115	CASELLE INC.	SOFTWARE SUPPORT 8/17	81655	1	1000-417-10-43	TECHNICAL SVCS	1,258.00	1,258.00
Total 81655:											
07/17	07/13/2017	100886	148	COMPUTER LOGISTICS	100 HR SER CONTRACT RENE	70085	1	1000-1430-106	PREPAID COMPUTER HOURS	8,500.00	8,500.00
Total 70085:											
07/17	07/13/2017	100887	9001		REFUND GAS DEPOSIT	10290170010	1	7401-2228-000	DEPOSITS-CUSTOMER	84.29	84.29
Total 10290170010:											
07/17	07/13/2017	100888	173	DATCO SERVICES	SUBSTANCE TEST	131844	1	1000-416-10-43	TECHNICAL SVCS	462.00	462.00

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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 131844:											
07/17	07/13/2017	100888	173	DATCO SERVICES	SUBSTANCE TEST	32905729	1	1000-416-10-43	TECHNICAL SVCS	462.00	462.00
Total 32905729:											
07/17	07/13/2017	100889	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS	242467	1	1000-416-10-45	FINGERPRINTING SERVICES	257.00	257.00
Total 242467:											
07/17	07/13/2017	100890	1503	DSA SACRAMENTO REGI	SB1186 FEES 7/1/16-6/30/17	070717	1	1000-2205-007	DEPOSITS PAYABLE - SB 1186	327.60	327.60
07/17	07/13/2017	100890	1503	DSA SACRAMENTO REGI	SB1186 FEES 7/1/16-6/30/17	070717	2	1000-2205-007	DEPOSITS PAYABLE - SB 1186	788.59	788.59
07/17	07/13/2017	100890	1503	DSA SACRAMENTO REGI	SB1186 FEES 7/1/16-6/30/17	070717	3	1000-424-20-34	REIMBURSEMENTS	788.59	788.59
Total 070717:											
07/17	07/13/2017	100891	219	ED STAUB & SONS PETR	OIL-GEO	1385991	1	7301-430-52-46	SUPPLIES-GENERAL	246.25	246.25
Total 1385991:											
07/17	07/13/2017	100891	219	ED STAUB & SONS PETR	200.3 GAL GA-GC	S15623	1	7530-451-52-46	GASOLINE	520.58	520.58
Total S15623:											
07/17	07/13/2017	100891	219	ED STAUB & SONS PETR	100 GAL GAS-GC	S15651	1	7530-451-52-46	GASOLINE	520.58	520.58
Total S15651:											
07/17	07/13/2017	100891	219	ED STAUB & SONS PETR	100 GAL GAS-GC	S16180	1	7530-451-52-46	GASOLINE	287.19	287.19
Total S16180:											
07/17	07/13/2017	100892	230	ENTENMANN - ROVIN CO	DOME BADGE-PD	0127760	1	1000-421-10-42	UNIFORM ALLOWANCE	123.93	123.93
Total 0127760:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	EMPLOYMENT AD-POOL	1318112	1	1000-452-23-45	ADVERTISING	90.30	90.30

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 1318112:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	EMPLOYMENT AD-POOL	1320618	1	1000-452-23-45	ADVERTISING	90.30	90.30
Total 1320618:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	EMPLOYMENT AD ADMIN. ASSI	1329285	1	1000-416-10-45	ADVERTISING	113.75	113.75
Total 1329285:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	EMPLOYMENT AD COMM. SER	1331395	1	1000-416-10-45	ADVERTISING	78.75	78.75
Total 1331395:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	ADVERTISEMENT POOL SCHED	1332498	1	1000-452-23-45	ADVERTISING	786.90	786.90
Total 1332498:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	EMPLOYMENT AD COMM. SER	1333124	1	1000-416-10-45	ADVERTISING	78.75	78.75
Total 1333124:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	EMPLOYMENT AD COMM. SER	1334871	1	1000-411-40-46	SUPPLIES-GENERAL	66.76	66.76
Total 42746:											
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	PUBLIC HEARING NOTICE RAT	7796	1	1000-416-10-45	ADVERTISING	104.54	104.54
07/17	07/13/2017	100893	241	FEATHER PUBLISHING C	PUBLIC HEARING NOTICE RAT	7796	2	1000-416-10-45	ADVERTISING	52.26	52.26
Total 7796:											
07/17	07/13/2017	100894	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773845A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00

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
Total 773845A:											
07/17	07/13/2017	100894	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773846A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 773846A:											
07/17	07/13/2017	100894	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773847A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 773847A:											
07/17	07/13/2017	100894	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	774130A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 774130A:											
07/17	07/13/2017	100895	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	CC8936	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
07/17	07/13/2017	100895	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	CC8936	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
Total CC8936:											
07/17	07/13/2017	100896	265	FRONTIER	257-1000 DSL SERVICE	1000 070517	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
07/17	07/13/2017	100896	265	FRONTIER	257-1000 ADMIN FAX	1000 070517	2	1000-413-20-45	COMMUNICATIONS	1.10	1.10
07/17	07/13/2017	100896	265	FRONTIER	257-1000 CITY CLERK FAX	1000 070517	3	1000-411-40-45	COMMUNICATIONS	1.10	1.10
07/17	07/13/2017	100896	265	FRONTIER	257-1000 ADMIN	1000 070517	4	1000-413-20-45	COMMUNICATIONS	3.44	3.44
07/17	07/13/2017	100896	265	FRONTIER	257-1000 CITY CLERK	1000 070517	5	1000-411-40-45	COMMUNICATIONS	2.66	2.66
07/17	07/13/2017	100896	265	FRONTIER	257-1000 FINANCE	1000 070517	6	1000-415-10-45	COMMUNICATIONS	2.66	2.66
07/17	07/13/2017	100896	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 070517	7	1000-419-10-45	COMMUNICATIONS	2.66	2.66
07/17	07/13/2017	100896	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 070517	8	7401-430-62-45	COMMUNICATIONS	24.15	24.15
07/17	07/13/2017	100896	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 070517	9	7110-430-42-45	COMMUNICATIONS	24.15	24.15
07/17	07/13/2017	100896	265	FRONTIER	257-1000 CITY HALL	1000 070517	10	1000-417-10-45	COMMUNICATIONS	241.07	241.07
Total 1000 070517:											
07/17	07/13/2017	100896	265	FRONTIER	257-1033 PARKS	1033 070517	1	1000-452-20-45	COMMUNICATIONS	231.07	231.07
Total 1033 070517:											
07/17	07/13/2017	100896	265	FRONTIER	257-1033 PARKS	10330 070517	1	1000-452-20-45	COMMUNICATIONS	231.07	231.07

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 10330 070517:											
07/17	07/13/2017	100896	265	FRONTIER	257-1041 ADMIN-PW	1041 070517	1	7620-430-10-45	COMMUNICATIONS	298.17	298.17
Total 1041 070517:											
07/17	07/13/2017	100896	265	FRONTIER	257-1051 P/W ADMIN	1051 070517	1	7620-430-10-45	COMMUNICATIONS	39.19	39.19
Total 1051 070517:											
07/17	07/13/2017	100896	265	FRONTIER	257-2520 GOLF COURSE	2520 070117	1	7530-451-52-45	COMMUNICATIONS	315.70	315.70
Total 2520 070117:											
07/17	07/13/2017	100896	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 070517	1	1000-417-10-45	COMMUNICATIONS	66.32	66.32
Total 2960 070517:											
07/17	07/13/2017	100896	265	FRONTIER	257-5603 POLICE	5603 061017	1	1000-421-10-45	COMMUNICATIONS	898.67	898.67
Total 5603 061017:											
07/17	07/13/2017	100896	265	FRONTIER	257-7098 NATURAL GAS	7098 070117	1	7401-430-62-45	COMMUNICATIONS	81.98	81.98
Total 7098 070117:											
07/17	07/13/2017	100897	9008		REFUND GAS DEPOSIT	1030380002	1	7401-2228-000	DEPOSITS-CUSTOMER	158.37	158.37
Total 1030380002:											
07/17	07/13/2017	100898	1148	GREATAMERICA FINANC	COPIER LEASE 7/17-PW	20874846	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	363.93	363.93
Total 20874846:											
07/17	07/13/2017	100899	288		REIMBURSE HEALTH INS	071117	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	72.93	72.93
Total 071117:											

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07/17	07/13/2017	100900	8912		REIM POOL SUPPLIES	071017	1	1000-452-23-46	SUPPLIES GENERAL	50.58	50.58
Total 071017:											
07/17	07/13/2017	100901	1075	INDEPENDENT ELECTRI	FLOW VALVE-GAS	S103224232.001	1	7401-430-62-46	SUPPLIES-GENERAL	1,350.54	1,350.54
Total S103224232.001:											
07/17	07/13/2017	100902	1362	IRON MOUNTAIN INFO M	SHREDDING-PD	NYC9195	1	1000-421-10-43	PROFESSIONAL SVCS	58.78	58.78
Total NYC9195:											
07/17	07/13/2017	100903	1342	JAMAR TECHNOLOGIES,	TUBE-STREETS	36615	1	2007-431-20-46	SUPPLIES-GENERAL	261.58	261.58
Total 36615:											
07/17	07/13/2017	100904	1504	JESSICA RYAN	SPD OVERTIME	212	1	1000-412-10-43	PROFESSIONAL SVCS	12.50	12.50
Total 212:											
07/17	07/13/2017	100905	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	7531090	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 7531090:											
07/17	07/13/2017	100906	9003		REFUND WATER DEPOSIT	10429150013	1	7110-2228-000	DEPOSITS-CUSTOMER	250.00	250.00
Total 10429150013:											
07/17	07/13/2017	100907	1074	LASSEN AUTO BODY	REPAIR #84-PD	9396	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	34.06	34.06
Total 9396:											
07/17	07/13/2017	100908	389	LASSEN CO AUDITOR	COUNTY SHARE PARKING TIC	070717	1	1000-2205-004	COUNTY PAYABLE	891.50	891.50
Total 070717:											
07/17	07/13/2017	100908	389	LASSEN CO AUDITOR	HLVRA CONTRIBUTION 2017/20	071317	1	1000-466-33-45	CONTRIBUTIONS-HONEY LAKE	80,000.00	80,000.00

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Total 071317:											
07/17	07/13/2017	100909	391	LASSEN CO CHAMBER O	REIM COMM. CENTER DEPOSI	071217	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 071217:											
07/17	07/13/2017	100910	404	LASSEN COMMUNITY CO	SUPPLIES-PARK	071317	1	1000-452-21-46	SUPPLIES-GENERAL	697.13	697.13
Total 071317:											
07/17	07/13/2017	100911	1183	LASSEN COUNTY	COMPUTERS IT SERVICES-PD	170710	1	1000-421-10-43	PROFESSIONAL SVCS	4,330.00	4,330.00
Total 170710:											
07/17	07/13/2017	100912	5027	/	REFUND GAS OVERPAYMENT	1042300108	1	9999-1001-001	CASH CLEARING - UTILITIES	110.23	110.23
Total 1042300108:											
07/17	07/13/2017	100913	411	LASSEN MOTOR PARTS	SUPPLIES-GC	283324	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	22.62	22.62
Total 283324:											
07/17	07/13/2017	100913	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	28383	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	.94	.94
Total 28383:											
07/17	07/13/2017	100913	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	28385	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	25.99	25.99
Total 28385:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	32106	1	2007-431-20-44	DISPOSAL	20.66	20.66
Total 32106:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	32118	1	2007-431-20-44	DISPOSAL	19.77	19.77
Total 32118:											

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07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	36249	1	2007-431-20-44	DISPOSAL	40.00	40.00
Total 36249:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	36305	1	2007-431-20-44	DISPOSAL	40.00	40.00
Total 36305:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	36319	1	2007-431-20-44	DISPOSAL	40.00	40.00
Total 36319:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	36333	1	2007-431-20-44	DISPOSAL	40.00	40.00
Total 36333:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	36400	1	7110-430-42-44	DISPOSAL	11.34	11.34
Total 36400:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	36413	1	7110-430-42-44	DISPOSAL	11.00	11.00
Total 36413:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-GAS	36439	1	7401-430-62-44	DISPOSAL	12.48	12.48
Total 36439:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-GAS	36451	1	7401-430-62-44	DISPOSAL	13.30	13.30
Total 36451:											
07/17	07/13/2017	100914	412	LASSEN REGIONAL SOLI	DUMP FEES-GAS	36463	1	7401-430-62-44	DISPOSAL	12.14	12.14
Total 36463:											
07/17	07/13/2017	100915	437	LMUD	SOUTH ST. - PW OFFICE	14590 062817	1	7620-430-10-46	ELECTRICITY	46.49	46.49

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		Total 14590 062817:										
07/17	07/13/2017	100915	437	LMUD	CADY SPRINGS	26784 062817	1	7110-430-42-46	ELECTRICITY	46.49	46.49	
		Total 26784 062817:										
07/17	07/13/2017	100915	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 062217	1	2007-431-60-46	ELECTRICITY	133.50	133.50	
		Total 3651 062217:										
07/17	07/13/2017	100915	437	LMUD	720 SOUTH EMULSION TANK-P	38646 062817	1	7620-430-10-46	ELECTRICITY	15.40	15.40	
		Total 38646 062817:										
07/17	07/13/2017	100915	437	LMUD	MAIN & ALEXANDER SIGNALS-	49496 062217	1	2007-431-60-46	ELECTRICITY	127.48	127.48	
		Total 49496 062217:										
07/17	07/13/2017	100915	437	LMUD	MAIN & FAIRFIELD SIGNALS-ST	49497 062217	1	2007-431-60-46	ELECTRICITY	125.09	125.09	
		Total 49497 062217:										
07/17	07/13/2017	100915	437	LMUD	MAIN & JOHNSTNVLE SIGNALS	49498 062217	1	2007-431-60-46	ELECTRICITY	157.96	157.96	
		Total 49498 062217:										
07/17	07/13/2017	100915	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 062217	1	2007-431-60-46	ELECTRICITY	249.90	249.90	
		Total 49499 062217:										
07/17	07/13/2017	100915	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 062817	1	7110-430-42-46	ELECTRICITY	775.12	775.12	
		Total 55754 062817:										
07/17	07/13/2017	100915	437	LMUD	WELL 1-WATER	7714 062217	1	7110-430-42-46	ELECTRICITY	62.06	62.06	
		Total 7714 062217:										

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07/17	07/13/2017	100915	437	LMUD	1801 MAIN ST	8314 062217	1	1000-421-10-46	ELECTRICITY	1,310.18	1,310.18
Total 8314 062217:											
07/17	07/13/2017	100915	437	LMUD	GEO PUMP #2	9503 062217	1	7301-430-52-46	ELECTRICITY	77.58-	77.58-
Total 9503 062217:											
07/17	07/13/2017	100915	437	LMUD	HOSPITAL LN-GEO	9963 062217	1	7301-430-52-46	ELECTRICITY	.58	.58
Total 9963 062217:											
07/17	07/13/2017	100916	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY- PW	034142	1	7620-430-10-43	TECHNICAL SVCS	125.00	125.00
Total 034142:											
07/17	07/13/2017	100917	9007		REFUND WATER DEPOSIT	10427600027	1	7110-2228-000	DEPOSITS-CUSTOMER	34.06	34.06
Total 10427600027:											
07/17	07/13/2017	100918	6959		REIM POOL SUPPLIES	071017	1	1000-452-23-46	SUPPLIES GENERAL	114.12	114.12
Total 071017:											
07/17	07/13/2017	100919	467	METER VALVE & CONTR	BATTERY PACKS-GAS	12270	1	7401-430-62-46	SUPPLIES-GENERAL	138.13	138.13
Total 12270:											
07/17	07/13/2017	100919	467	METER VALVE & CONTR	PURCHASE GAS METERS	12271	1	7401-430-63-47	MACHINERY & EQUIPMENT	7,036.38	7,036.38
Total 12271:											
07/17	07/13/2017	100920	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES-PD	1958	1	1000-421-10-43	PROFESSIONAL SVCS	360.00	360.00
Total 1958:											
07/17	07/13/2017	100921	531	MOBIL 1 LUBE EXPRESS	OIL CHANGE #61-GAS	8434	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	62.76	62.76

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Total 8434:											
07/17	07/13/2017	100922	9004		REFUND GAS DEPOSIT	10112900117	1	7401-2228-000	DEPOSITS-CUSTOMER	62.76	62.76
Total 10112900117:											
07/17	07/13/2017	100923	510	NATIONAL METER & AUT	CONNECTOR & PROTECTIVE P	S1086590001	1	7110-430-42-46	SUPPLIES-GENERAL	27.10	27.10
Total S1086590001:											
07/17	07/13/2017	100924	1186	OPIS	OIL WHOLESALE REPORTS 5/1	319621	1	7401-430-62-48	DUES AND MEMBERSHIPS	143.42	143.42
07/17	07/13/2017	100924	1186	OPIS	OIL WHOLESALE REPORTS 5/1	319621	2	7401-430-62-48	DUES AND MEMBERSHIPS	700.18	700.18
Total 319621:											
07/17	07/13/2017	100925	9005		REFUND GAS DEPOSIT	102031857015	1	7401-2228-000	DEPOSITS-CUSTOMER	37.35	37.35
Total 102031857015:											
07/17	07/13/2017	100926	7044		WOODSTOVE REBATE	070717	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 070717:											
07/17	07/13/2017	100927	9006		REFUND GAS DEPOSIT	10108680005	1	7401-2228-000	DEPOSITS-CUSTOMER	34.96	34.96
Total 10108680005:											
07/17	07/13/2017	100928	9011		WOODSTOVE REBATE	071117	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 071117:											
07/17	07/13/2017	100929	640	SIERRA ELECTRONICS	ELECTRICAL REPAIRS #78-PD	224375	1	1000-421-10-44	RADIO - REPAIR & MAINTENAN	430.00	430.00
Total 224375:											
07/17	07/13/2017	100930	1436	STANISLAUS FARM SUP	SUPPLIES-STREETS	301004229	1	2007-431-20-46	SUPPLIES-GENERAL	188.76	188.76

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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 301004229:											
07/17	07/13/2017	100930	1436	STANISLAUS FARM SUP	LATE FEES-STREETS	999001501	1	2007-431-20-46	SUPPLIES-GENERAL	3.23	3.23
Total 999001501:											
07/17	07/13/2017	100931	668	STONECO CONSTRUCTI	RETURN DEPOSIT 460 RUSSEL	061117	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	312.50	312.50
Total 061117:											
07/17	07/13/2017	100932	806	SUSANVILLE AVIATION	FUEL-FD	3437	1	1000-422-10-46	GASOLINE	49.80	49.80
Total 3437:											
07/17	07/13/2017	100933	677	SUSANVILLE SANITARY	1801 MAIN	2121 070317	1	1000-421-10-44	SEWER	52.00	52.00
Total 2121 070317:											
07/17	07/13/2017	100933	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 070317	1	7620-430-10-44	SEWER	52.00	52.00
Total 3203 070317:											
07/17	07/13/2017	100934	1474	THE SOURCE	EMPLOYMENT SCREEN	2529167	1	1000-421-10-43	PROFESSIONAL SVCS	40.00	40.00
Total 2529167:											
07/17	07/13/2017	100934	1474	THE SOURCE	EMPLOYMENT SCREEN	2529234	1	1000-421-10-43	PROFESSIONAL SVCS	40.00	40.00
Total 2529234:											
07/17	07/13/2017	100935	8725		REFUND GAS DEPOSIT	10420300108	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10420300108:											
07/17	07/13/2017	100936	737	UNITED RENTALS INC	CONFINED SPACE RESCUE EQ	147949232-001	1	7401-430-62-47	MACHINERY & EQUIPMENT	10,392.55	10,392.55
Total 147949232-001:											

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
07/17	07/13/2017	100937	738	UNITED STATES POSTAL	POSTAGE FOR POSTAGE MET	071317	1	1000-1410-002	INVENTORIES-POSTAGE	2,000.00	2,000.00
Total 071317:											
07/17	07/13/2017	100938	1560	UNIVERSITY OF SOUTHE	MEMBERSHIP DUES-WATER	14711	1	7110-430-42-48	DUES AND MEMBERSHIPS	165.00	165.00
Total 14711:											
07/17	07/13/2017	100939	9002		REFUND WATER DEPOSIT	102094650013	1	7110-2228-000	DEPOSITS-CUSTOMER	59.69	59.69
Total 102094650013:											
07/17	07/13/2017	100940	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9788421684	1	7620-430-11-45	COMMUNICATIONS	54.22	54.22
07/17	07/13/2017	100940	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9788421684	2	1000-424-20-45	COMMUNICATIONS	37.86	37.86
07/17	07/13/2017	100940	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9788421684	3	1000-452-20-45	COMMUNICATIONS	32.77	32.77
07/17	07/13/2017	100940	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9788421684	4	7620-430-10-45	COMMUNICATIONS	324.69	324.69
Total 9788421684:											
07/17	07/13/2017	100941	9009		REFUND WATER DEPOSIT	10309750025	1	7110-2228-000	DEPOSITS-CUSTOMER	22.59	22.59
Total 10309750025:											
07/17	07/13/2017	100942	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67048314	1	7110-430-42-46	SUPPLIES-GENERAL	276.06	276.06
Total 67048314:											
07/17	07/13/2017	100942	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67059387	1	7110-430-42-46	SUPPLIES-GENERAL	207.87	207.87
Total 67059387:											
07/17	07/13/2017	100942	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67069068	1	7110-430-42-46	SUPPLIES-GENERAL	117.37	117.37
Total 67069068:											
07/17	07/13/2017	100942	770	WESTERN NEVADA SUP	SUPPLIES-WATER	6970691564	1	7110-430-42-46	SUPPLIES-GENERAL	178.05	178.05
Total 6970691564:											

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
07/17	07/13/2017	100943	9010	WESTERN TURF & HARD	FESCUE-POOL	279693	1	1000-452-23-46	SUPPLIES GENERAL	1,494.75	1,494.75
Total 279693:											1,494.75
Grand Totals:											139,805.48
											139,805.48

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	
07/17	07/18/2017	100944	728	U S POSTMASTER	UB BILLING GAS	071817	1	7401-430-62-46	POSTAGE	398.11	398.11	
07/17	07/18/2017	100944	728	U S POSTMASTER	UB BILLING WATER	071817	2	7110-430-42-46	POSTAGE	772.81	772.81	
Total 071817:											1,170.92	1,170.92
Grand Totals:											1,170.92	1,170.92

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
07/17	07/20/2017	100945	9022		REFUND GAS DEPOSIT	10108010112	1	7401-2228-000	DEPOSITS-CUSTOMER	193.23	193.23
Total 10108010112:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	POSTAGE-PD	2754 062517	1	1000-421-10-46	POSTAGE	6.65	6.65
Total 2754 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX FOLSOM	2896 062517	1	1000-421-10-45	TRAINING	931.72	931.72
Total 2896 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-POOL	4028 062517	1	1000-452-23-46	SUPPLIES GENERAL	1,230.74	1,230.74
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-GC	4028 062517	2	7530-451-52-46	SUPPLIES-GENERAL	4.12	4.12
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES	4028 062517	3	1000-417-10-46	SUPPLIES-JANITORIAL	24.59	24.59
07/17	07/20/2017	100946	884	BANK OF AMERICA	CITY HALL PHONES	4028 062517	4	1000-417-10-45	COMMUNICATIONS	543.84	543.84
Total 4028 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX POOL	4093 062517	1	1000-452-22-45	TRAVEL/TRAINING	270.72	270.72
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-POOL	4093 062517	2	1000-452-23-46	SUPPLIES GENERAL	951.65	951.65
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES	4093 062517	3	1000-417-10-46	SUPPLIES-GENERAL	393.07	393.07
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES	4093 062517	4	1000-417-10-46	SUPPLIES-GENERAL	115.77	115.77
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX -BUILDING	4093 062517	5	1000-424-20-45	TRAVEL	398.00	398.00
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX	4093 062517	6	1000-413-20-45	TRAVEL	525.00	525.00
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX	4093 062517	7	1000-411-10-45	TRAVEL	1,050.00	1,050.00
Total 4093 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-FD	4119 062517	1	1000-425-20-46	SUPPLIES-GENERAL	77.20	77.20
07/17	07/20/2017	100946	884	BANK OF AMERICA	RADIO REPAIRS-FD	4119 062517	2	1000-422-10-44	RADIOS - REPAIR & MAINTENA	2,478.17	2,478.17
Total 4119 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX RANCH CO	4342 062517	1	7620-430-10-45	TRAVEL	637.49	637.49

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 4342 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	NOE FILING-BUILD	4728 062517	1	1000-419-10-34	RECORDING OF LEGAL DOCU	51.95	51.95
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-BUILDING	4728 062517	2	1000-424-20-46	SUPPLIES-GENERAL	113.50	113.50
Total 4728 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR EX : OLYMPIC V	5203 062517	1	7620-430-11-45	TRAVEL/TRAINING	319.88	319.88
07/17	07/20/2017	100946	884	BANK OF AMERICA	DUES & MEMBERSHIP-AP	5203 062517	2	7620-430-11-48	DUES AND MEMBERSHIPS	22.95	22.95
07/17	07/20/2017	100946	884	BANK OF AMERICA	POSTAGE-AP	5203 062517	3	7620-430-11-46	POSTAGE	6.65	6.65
Total 5203 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	MEMBERSHIP DUES-PW	5211 062517	1	7620-430-10-48	DUES AND MEMBERSHIPS	74.89	74.89
07/17	07/20/2017	100946	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	5211 062517	2	7620-430-10-47	SOFTWARE	20.00	20.00
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-PW	5211 062517	3	7620-430-10-46	SUPPLIES-GENERAL	32.12	32.12
Total 5211 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-WATER	5442 062517	1	7110-430-42-46	SUPPLIES-GENERAL	344.93	344.93
07/17	07/20/2017	100946	884	BANK OF AMERICA	MEMBERSHIP DUES-WATER	5442 062517	2	7110-430-42-48	DUES AND MEMBERSHIPS	1,203.00	1,203.00
Total 5442 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	TRAINING-WATER	6624 062517	1	7110-430-42-45	TRAVEL	585.00	585.00
07/17	07/20/2017	100946	884	BANK OF AMERICA	TR SAN DIEGO 8/	6624 062517	2	7401-430-62-45	TRAVEL	900.00	900.00
07/17	07/20/2017	100946	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	6624 062517	3	7620-430-10-47	SOFTWARE	10.00	10.00
07/17	07/20/2017	100946	884	BANK OF AMERICA	POSTAGE-PW	6624 062517	4	7620-430-10-46	POSTAGE	23.75	23.75
Total 6624 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-GAS	7575 062517	1	7401-430-62-46	SUPPLIES-GENERAL	280.98	280.98
Total 7575 062517:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	REPAIR & MAINT-PD	7888	1	1000-421-10-44	MISC - REPAIR & MAINTENANC	21.21	21.21

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 7888:											
07/17	07/20/2017	100946	884	BANK OF AMERICA	ADVERTISING-FD	7979 062517	1	1000-422-10-45	ADVERTISING	107.73	107.73
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-FD	7979 062517	2	1000-422-10-46	SUPPLIES-GENERAL	1,079.20	1,079.20
07/17	07/20/2017	100946	884	BANK OF AMERICA	FUEL-FD	7979 062517	3	1000-422-10-46	GASOLINE	719.64	719.64
07/17	07/20/2017	100946	884	BANK OF AMERICA	SAFETY SUPPLIES-FD	7979 062517	4	1000-422-10-46	SUPPLIES-SAFETY ITEMS	514.80	514.80
07/17	07/20/2017	100946	884	BANK OF AMERICA	OFFICE SUPPLIES-FD	7979 062517	5	1000-422-10-47	FURNITURE AND FIXTURES	579.58	579.58
07/17	07/20/2017	100946	884	BANK OF AMERICA	REPAIR & MAINT-FD	7979 062517	6	1000-425-20-47	MACHINERY AND EQUIPMENT	168.96	168.96
07/17	07/20/2017	100946	884	BANK OF AMERICA	RADIO REPAIRS-FD	7979 062517	7	1000-422-10-44	RADIOS - REPAIR & MAINTENA	81.04	81.04
07/17	07/20/2017	100946	884	BANK OF AMERICA	POSTAGE-FD	7979 062517	8	1000-422-10-46	POSTAGE	6.59	6.59
07/17	07/20/2017	100946	884	BANK OF AMERICA	MEMBERSHIP DUES-FD	7979 062517	9	1000-422-10-48	DUES AND MEMBERSHIPS	279.00	279.00
Total 7979 062517: 3,536.54 3,536.54											
07/17	07/20/2017	100946	884	BANK OF AMERICA	TECHNICAL SERVICES-PD	8955 062517	1	1000-421-10-43	TECHNICAL SVCS	41.90	41.90
07/17	07/20/2017	100946	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	8955 062517	2	1000-421-10-45	INVESTIGATIVE FUNDS	112.95	112.95
Total 8955 062517: 154.85 154.85											
07/17	07/20/2017	100946	884	BANK OF AMERICA	REPAIR & MAINT-GC	9430 062517	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	485.02	485.02
07/17	07/20/2017	100946	884	BANK OF AMERICA	SUPPLIES-GC	9430 062517	2	7530-451-52-46	SUPPLIES-GENERAL	469.71	469.71
Total 9430 062517: 954.73 954.73											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	387134	1	1000-452-21-46	SUPPLIES-GENERAL	48.25	48.25
Total 387134: 48.25 48.25											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	388947	1	1003-452-20-46	SUPPLIES GENERAL	77.11	77.11
Total 388947: 77.11 77.11											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	389290	1	1000-452-21-46	SUPPLIES-GENERAL	15.43	15.43
Total 389290: 15.43 15.43											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES- FD	389486	1	1000-422-10-46	SUPPLIES-HAZARDOUS MATE	64.25	64.25

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 389486:											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES-PW	389555	1	7620-430-10-46	SUPPLIES-GENERAL	58.97	58.97
Total 389555:											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	389560	1	1000-452-21-46	SUPPLIES-GENERAL	34.50	34.50
Total 389560:											
07/17	07/20/2017	100947	76	BILLINGTON ACE HARD	SUPPLIES-PW	389608	1	7620-430-10-46	SUPPLIES-GENERAL	11.16	11.16
Total 389608:											
07/17	07/20/2017	100948	9019		REIM ELECTRIC PANEL DEPOS	071217	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
Total 071217:											
07/17	07/20/2017	100949	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 070117	2	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCHOTELLSN1 070117:											
07/17	07/20/2017	100950	9014		REFUND WATER DEPOSIT	10219000009	1	7110-2228-000	DEPOSITS-CUSTOMER	7.98	7.98
Total 10219000009:											
07/17	07/20/2017	100951	194	DIAMOND SAW SHOP IN	MOWER BLADES-PARKS	15528	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	122.20	122.20
Total 15528:											
07/17	07/20/2017	100951	194	DIAMOND SAW SHOP IN	SUPPLIES-LL FLOOD	15580	1	1003-452-20-46	SUPPLIES GENERAL	32.12	32.12
Total 15580:											
07/17	07/20/2017	100952	9012		REFUND GAS DEPOSIT	10514200024	1	7401-2228-000	DEPOSITS-CUSTOMER	114.69	114.69
Total 10514200024:											

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
07/17	07/20/2017	100953	9026		REFUND GAS OVERPAYMENT	10203173700	1	9999-1001-001	CASH CLEARING - UTILITIES	11.10	11.10
Total 10203173700:											
07/17	07/20/2017	100954	6734		REIM ELECTRIC PANEL DEPOS	071317	1	1000-2228-009	DEPOSITS-COMM CENTER RE	100.00	100.00
07/17	07/20/2017	100954	6734		AFTER HR FEE 7/8/2017	071317	2	1000-452-20-41	OVERTIME	42.11-	42.11-
Total 071317:											
07/17	07/20/2017	100955	238	FASTENAL COMPANY	SUPPLIES-POOL	75571	1	1000-452-23-46	SUPPLIES GENERAL	6.61	6.61
Total 75571:											
07/17	07/20/2017	100955	238	FASTENAL COMPANY	SUPPLIES-POOL	75579	1	1000-452-23-46	SUPPLIES GENERAL	64.25	64.25
Total 75579:											
07/17	07/20/2017	100955	238	FASTENAL COMPANY	SUPPLIES-L.L FLOOD	75632	1	1003-452-20-46	SUPPLIES GENERAL	121.09	121.09
Total 75632:											
07/17	07/20/2017	100955	238	FASTENAL COMPANY	SUPPLIES-POOL	75680	1	1000-452-23-46	SUPPLIES GENERAL	28.43	28.43
Total 75680:											
07/17	07/20/2017	100956	265	FRONTIER	257-3292 MUSEUM	3292 071017	1	1000-451-80-45	COMMUNICATION	116.57	116.57
Total 3292 071017:											
07/17	07/20/2017	100956	265	FRONTIER	257-5152 FIRE	5152 071017	1	1000-422-10-45	COMMUNICATIONS	502.29	502.29
Total 5152 071017:											
07/17	07/20/2017	100957	8044		REFUND GAS DEPOSIT	10305200028	1	7401-2228-000	DEPOSITS-CUSTOMER	140.55	140.55
Total 10305200028:											
07/17	07/20/2017	100958	8912		REIM TR EX ANAHEIM 7-9/17-7/	071917	1	1000-424-20-45	TRAVEL	1,006.35	1,006.35

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 071917:											
07/17	07/20/2017	100959	8932		REFUND GAS DEPOSIT	1030560026	1	7401-2228-000	DEPOSITS-CUSTOMER	139.83	139.83
Total 1030560026:											
07/17	07/20/2017	100960	331	INTERNATIONAL CODE C	FIRE DEPT MEMBERSHIP 8/17 -	3165255	1	1000-422-10-48	DUES AND MEMBERSHIPS	135.00	135.00
Total 3165255:											
07/17	07/20/2017	100961	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S098180	1	1000-452-21-46	SUPPLIES-GENERAL	174.96	174.96
Total S098180:											
07/17	07/20/2017	100962	1504	JESSICA RYAN	PROFESSIONAL SERVICES 6/1	063017	1	1000-412-10-43	PROFESSIONAL SVCS	3,262.50	3,262.50
Total 063017:											
07/17	07/20/2017	100963	9015		REFUND GAS OVERPAYMENT	10203172003	1	9999-1001-001	CASH CLEARING - UTILITIES	148.28	148.28
Total 10203172003:											
07/17	07/20/2017	100964	9013		REFUND WATER DEPOSIT	10410250003	1	7110-2228-000	DEPOSITS-CUSTOMER	12.28	12.28
Total 10410250003:											
07/17	07/20/2017	100965	9021		REFUND GAS DEPOSIT	10426450127	1	7401-2228-000	DEPOSITS-CUSTOMER	179.04	179.04
Total 10426450127:											
07/17	07/20/2017	100966	9018		REIM COMM. CENTER DEPOSI	071217	1	1000-2228-009	DEPOSITS-COMM CENTER RE	50.00	50.00
Total 071217:											
07/17	07/20/2017	100967	374	L N CURTIS & SONS	RESCUE EQUIP.-FIRE	111562	1	1000-422-10-48	MISCELLANEOUS	1,222.01	1,222.01
Total 111562:											

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
07/17	07/20/2017	100967	374	L N CURTIS & SONS	EQUIPMENT-FD	111875	1	1000-452-20-46	SUPPLIES-GENERAL	1.07	1.07
Total 111875:											
07/17	07/20/2017	100968	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	283069	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	18.89	18.89
Total 283069:											
07/17	07/20/2017	100969	412	LASSEN REGIONAL SOLI	DUMP-PARKS	22384	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	18.36	18.36
Total 22384:											
07/17	07/20/2017	100970	437	LMUD	66 N LASSEN ST	2466 070717	1	1000-452-20-46	ELECTRICITY	678.78	678.78
Total 2466 070717:											
07/17	07/20/2017	100970	437	LMUD	N WEATHERLOW ST TENNIS S	24661 070717	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 070717:											
07/17	07/20/2017	100970	437	LMUD	65 N WEATHERLOW ST PARK	2865 070717	1	1000-452-20-46	ELECTRICITY	43.25	43.25
Total 2865 070717:											
07/17	07/20/2017	100970	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 070717	1	1000-451-80-46	ELECTRICITY	25.23	25.23
Total 2866 070717:											
07/17	07/20/2017	100970	437	LMUD	65 N WEATHERLOW ST-COMM	2867 070717	1	1000-452-20-46	ELECTRICITY	42.52	42.52
Total 2867 070717:											
07/17	07/20/2017	100970	437	LMUD	N WEATHERLOW ST TENNIS C	2870 070717	1	1000-452-20-46	ELECTRICITY	20.73	20.73
Total 2870 070717:											
07/17	07/20/2017	100970	437	LMUD	NORTH ST BASEBALL PARK M	2873 070717	1	1000-452-20-46	ELECTRICITY	28.00	28.00

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
Total 2873 070717:											
07/17	07/20/2017	100970	437	LMUD	1505 MAIN ST	2876 062217	1	1000-422-10-46	ELECTRICITY	28.00	28.00
Total 2876 062217:											
07/17	07/20/2017	100970	437	LMUD	115 N WEATHERLOW ST MUSE	43866 070717	1	1000-452-20-46	ELECTRICITY	94.25	94.25
Total 43866 070717:											
07/17	07/20/2017	100970	437	LMUD	NORTH ST BASEBALL PARK M	9283 070717	1	1000-452-20-46	ELECTRICITY	142.04	142.04
Total 9283 070717:											
07/17	07/20/2017	100970	437	LMUD	MAIN & PINE TREE LIGHTS	94811 070717	1	1000-466-30-46	ELECTRICITY	20.00	20.00
Total 94811 070717:											
07/17	07/20/2017	100971	1416		24 HOUR SHIFT COVERAGE	071217	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 071217:											
07/17	07/20/2017	100972	9023		REFUND GAS DEPOSIT	10324103109	1	7401-2228-000	DEPOSITS-CUSTOMER	88.27	88.27
Total 10324103109:											
07/17	07/20/2017	100973	9020		REFUND COMM. CENTER DEP	071417	1	1000-2228-009	DEPOSITS-COMM CENTER RE	50.00	50.00
Total 071417:											
07/17	07/20/2017	100974	5359		REFUND GAS DEPOSIT	10410280202	1	7401-2228-000	DEPOSITS-CUSTOMER	171.15	171.15
Total 10410280202:											
07/17	07/20/2017	100975	797	NEW PIG CORPORATION	HAZARDOUS SUPPLIES-FD	22233637	1	1000-422-10-46	SUPPLIES-HAZARDOUS MATE	154.34	154.34
Total 22233637:											

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
07/17	07/20/2017	100975	797	NEW PIG CORPORATION	HAZARDOUS SUPPLIES-FD	4766001	1	1000-422-10-46	SUPPLIES-HAZARDOUS MATE	124.80	124.80
Total 4766001:											
07/17	07/20/2017	100976	9025		REFUND GAS DEPOSIT	10437400032	1	7401-2228-000	DEPOSITS-CUSTOMER	131.55	131.55
Total 10437400032:											
07/17	07/20/2017	100977	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-8/1	1658390	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	424.05	424.05
Total 1658390:											
07/17	07/20/2017	100978	1296	RENTAL GUYS	EQUIPMENT RENTAL- L.L FLOO	628689-5	1	1003-452-20-46	SUPPLIES GENERAL	1,035.18	1,035.18
Total 628689-5:											
07/17	07/20/2017	100979	9024		REFUND GAS DEPOSIT	10410280102	1	7401-2228-000	DEPOSITS-CUSTOMER	87.59	87.59
Total 10410280102:											
07/17	07/20/2017	100980	1076	SIERRA COFFEE AND BE	BOTTLED WATER	48165	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 48165:											
07/17	07/20/2017	100981	640	SIERRA ELECTRONICS	REPAIR RADIOS-FD	224388	1	1000-422-10-44	RADIOS - REPAIR & MAINTENA	99.69	99.69
Total 224388:											
07/17	07/20/2017	100981	640	SIERRA ELECTRONICS	REPAIRS RADIO-FD	224389	1	1000-422-10-44	RADIOS - REPAIR & MAINTENA	106.15	106.15
Total 224389:											
07/17	07/20/2017	100982	9016		REFUND GAS DEPOSIT	10219350341	1	7401-2228-000	DEPOSITS-CUSTOMER	170.82	170.82
Total 10219350341:											
07/17	07/20/2017	100983	689	SWRCB-DWOCB	LARGE WATER SYS FEE 7/1/17-	LW-1009501-RI	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	7,504.00	7,504.00

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
Total LW-1009501-RI:											
07/17	07/20/2017	100984	1474	THE SOURCE	EMPLOYMENT SCREEN	2529234.	1	1000-421-10-43	PROFESSIONAL SVCS	40.00	40.00
Total 2529234.:											
07/17	07/20/2017	100985	530	U.S. BANK EQUIPMENT F	COPIER - FIRE	334499043	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	160.96	160.96
Total 334499043:											
07/17	07/20/2017	100986	744	UPTOWN UNIFORMS	UNIFORMS-PD	88552.	1	1000-421-10-42	UNIFORM ALLOWANCE	208.67	208.67
Total 88552.:											
07/17	07/20/2017	100986	744	UPTOWN UNIFORMS	UNIFORMS-PD	88553.	1	1000-421-10-42	UNIFORM ALLOWANCE	91.33	91.33
Total 88553.:											
07/17	07/20/2017	100987	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE	9788422033	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9788422033:											
07/17	07/20/2017	100988	770	WESTERN NEVADA SUP	SUPPLIES-POOL	67050101	1	1000-452-23-46	SUPPLIES GENERAL	152.92	152.92
Total 67050101:											
07/17	07/20/2017	100989	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-51197	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-51197:											
07/17	07/20/2017	100989	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 6	A-51207	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-51207:											
07/17	07/20/2017	100989	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-51213	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-51213:											

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	
07/17	07/20/2017	100990	8955		REFUND GAS DEPOSIT	10311750006.	1	7401-2228-000	DEPOSITS-CUSTOMER	133.37	133.37	
Total 10311750006.:											133.37	133.37
Grand Totals:											39,961.41	39,961.41

Report Criteria:

Report type: GL detail
 Check Voided = False

Reviewed by: City Administrator
 City Attorney

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Lassen Historical Society request for use of 19 North Weatherlow

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City was recently contacted by the Lassen Historical Society regarding the potential use of the office space located at the adjacent Community Center. The space formerly occupied by the Lassen Chamber of Commerce is now vacant, and the Historical Society has a need for storage of surplus items and artifacts that are not currently displayed at the museum. These items are being stored at the Pratt Building, which is in need of repairs to the structure and roof. For security reasons and to prevent damage to the artifacts while these repairs are being completed, the Historical Society has requested that they utilize the office space at North Weatherlow for storage of these items.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to authorize the use of 19 North Weatherlow for storage of surplus items

ATTACHMENTS: None

Reviewed by: DN City Administrator
_____ City Attorney

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Dan Newton, Public Works Director

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 17-5403 authorizing City Administrator to execute Agreement with Dyer Engineering for the evaluation and modification for construction documents for the completion of the Cady Springs Pump Station and Pipeline.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The City of Susanville began construction to install a one million gallon water tank, pumping station, and approximately 2 miles of pipeline at Cady Springs in 2003. The project was stopped prior to completion; the tank and the majority of the pipeline was installed; however, the pumping station and two highway crossings remain to be completed.

In 2006, the City released plans for a more modest pumping station, for which one bid was received; however insufficient project funds prohibited the Council from awarding the contract.

In 2016, the City was awarded a grant to complete the Cady Springs project with Proposition 84 funds. There is a need to evaluate, update, and modify the 2006 construction documents (plans and specifications). To complete this work a request for proposals was sent to three interested engineering firms. One proposal was received from Dyer Engineering (Dyer).

The scope of work involves a two phase approach. Phase one is the review and evaluation of construction documents and preparation of an engineering report. If awarded the contract, Dyer will review and evaluate plans for completeness, Code compliance, constructability, etc; Dyer will also field verify locations of existing facilities installed in 2003, and will evaluate the conditions of the existing facilities, such as buried pipe, storage tank, and other appurtenances. Finally, Dyer will prepare a report detailing items to be addressed on construction documents and provide estimated costs to complete the work.

Phase two involves the preparation of the construction documents. The scope of the work identified in Phase one will be used as a basis for Phase two. The City will negotiate the scope of Phase two with Dyer. If an agreement cannot be reached the City will solicit proposals from other consultants to complete the construction documents.

FISCAL IMPACT: The estimated grant funding available for the Cady Springs design project is \$150,000. Dyer has proposed to complete phase one for a cost not to exceed \$43,000.

ACTION REQUESTED: Motion to adopt Resolution No. 17-5403 authorizing City Administrator to execute Agreement with Dyer Engineering for the evaluation and modification for construction documents for the completion of the Cady Springs Pump Station and Pipeline.

ATTACHMENTS: Resolution No. 17-5403
Agreement

**RESOLUTION NUMBER 17-5403
A RESOLUTION OF THE COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING
THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH DYER
ENGINEERING CONSULTANTS FOR THE EVALUATION AND MODIFICATION OF
CONSTRUCTION DOCUMENTS FOR THE COMPLETION OF CADY SPRINGS PUMP
STATION AND PIPELINE.**

WHEREAS, the City of Susanville has estimated available grant funding through Proposition 84 funds in the amount of \$150,000 for the Cady Springs Design Project; and

WHEREAS, there is a need to evaluate, update, and modify Cady Springs Pump Station and Pipeline 2006 construction documents (plans and specifications); and

WHEREAS, the City sent a Request for Proposals to three interested engineering firms; and

WHEREAS, one proposal was submitted from Dyer Engineering Consultants; and

WHEREAS, work will be completed in two phases, the first phase being the evaluation of existing project plans, infrastructure, project objectives, and preparation of an engineering report outlining the work required to complete construction documents; and

WHEREAS, Dyer Engineering Consultants has been deemed qualified and competent to perform the work with a proposed price not to exceed in the amount of \$43,000.00 for Phase I.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Susanville authorizes the City Administrator to execute an Agreement with Dyer Engineering Consultants for the evaluation and modification of construction documents for the completion of Cady Springs Pump Station and Pipeline Project Phase I in the not to exceed amount of \$43,000.00.

Dated: August 2, 2017

APPROVED: _____
Kathie Garnier Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing resolution 17-5403 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of August, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CITY OF SUSANVILLE

Agreement NO. 17-01

THIS AGREEMENT is entered into this 2nd day of August, 2017 by and between Dyer Engineering Consultants (hereinafter referred to as "Consultant") and the CITY OF SUSANVILLE, (hereinafter referred to as "City").

FOR AND IN CONSIDERATION of the promises hereinafter made, Consultant and City agree as follows:

ARTICLE 1: AGREEMENT DOCUMENTS

This Agreement and the *Dyer Engineering Consultants Proposal* (Attachment A) attached hereto shall constitute the entire agreement between the parties on the subject matters. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. There shall be no modifications or amendments to this Agreement or to the *Dyer Engineering Consultants Proposal* unless said changes, modifications or amendments are in writing duly executed by the parties.

ARTICLE 2: TERM

The term of this agreement shall be from August 2, 2017 to August 2, 2018. The term of the Agreement may be extended by mutual agreement of the parties, which agreement must be reduced to writing and duly executed by the parties.

ARTICLE 3: LEGAL PARAMETERS

This Agreement is binding upon and inures to the benefit of the heirs, successors and assigns of the parties hereto. Neither party hereto may assign its rights or obligations under the Agreement without the prior written consent of the other parties. This Agreement shall be

governed by the laws of the State of California.

ARTICLE 4: SCOPE OF SERVICES AND COMPENSATION

The Scope of Services and Deliverables outlined in the *Request for Professional Services for the Evaluation and Modification of Construction Documents for: Completion of the Cady Springs Pump Station & Pipeline (RFP)* (Attachment B) to be provided and compensation to be paid under this Agreement are detailed in Attachments A.

Consultant shall perform and complete all work required in connection with the Agreement. City has the right to inspect and may reject any services provided by Consultant under this Agreement that, in City's determination, were not completed or that otherwise failed to satisfy the established specifications or performance standards. In the event of default the Consultant will be liable to the City for the cost of completion.

The City hereby promises and agrees with the said Consultant to pay in current funds for the performance of the Agreement a cost not to exceed **\$43,000** for the completion of Phase 1 as set forth in the *RFP* (Attachment B) and the *Dyer Engineering Consultants Proposal* (Attachment A).

The Consultant agrees to do the work, complete and in place, according to the terms and conditions herein contained and referred to, for the prices hereinafter set forth, and hereby agrees to pay the same at the time, in the manner and upon the conditions herein set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE 5: INVOICES AND BILLING

The Agreement price, in the amount not to exceed **\$43,000**, shall be made forthwith upon completion of work under this agreement.

ARTICLE 6: INDEPENDENT CONSULTANT

The Consultant will act in an independent capacity and not as officers or employees of the City. Consultant further acknowledges and agrees that it is an independent Consultant and that nothing herein shall be construed to create the relationship of employer and employee between City and Consultant. No employee-related withholdings or deductions shall be made from payments due to Consultant. Consultant shall not be entitled to receive any benefits from the City and shall not be eligible for workers' compensation or unemployment benefits. Consultant shall at all times be free to exercise initiative, judgment, and discretion in how best to perform or provide the services identified herein. Notwithstanding the above, Consultant will work closely with the City and meet periodically when requested.

ARTICLE 7: SUBCONTRACTING

Consultant shall not enter into any subcontract for performance of any services contemplated under this Agreement nor assign any interest in the Agreement without the prior written approval of City and subject to such conditions and provisions as City may deem necessary or desirable in its sole discretion. If City permits the use of subcontractors, no subcontractor may perform any work under this Agreement without first providing City certificates of insurance showing all of the coverages required in Article 9 of this Agreement. Consultant shall be responsible for the performance of all subcontractors. Before paying a claim that involves the use of materials or labor supplied by someone other than the Consultant, City may require Consultant to supply proof of payment for such materials or labor. Consultant shall pay the subcontractor(s) for undisputed services provided by them within thirty days of receiving payment from City.

ARTICLE 8: EQUIPMENT AND MATERIALS

Consultant will be solely responsible for supplying, storing, maintaining, and replacing any and all equipment that is necessary for implementing the services under this Agreement. City will not supply, nor will it pay for any repairs, maintenance or replacement of, or new equipment expenses, or temporary work related to signs, cones, or other traffic controlling equipment.

ARTICLE 9: INSURANCE

Before commencing work on this Agreement the Consultant must provide certificates of insurance to show that the following minimum coverages are in effect. Consultant agrees that it will provide and maintain at all times during the term of this Agreement such insurance coverages as are indicated herein and that will otherwise comply with the provisions that follow. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Consultant for the Consultant's operations. These are solely minimums that have been established to protect the interests of the City. Such policy or policies shall apply to the extent of, but not as a limitation upon or in satisfaction of, the indemnity provisions of this agreement. The provisions of this section shall also apply to all subcontractors, other lower tier contractors, independent contractors and sole proprietors engaged by Consultant with respect to this Agreement, and Consultant shall be entirely responsible for securing the compliance of all such persons or parties with these provisions. Consultant shall not commence or perform any work under this Agreement until certificates of insurance are presented to the City showing the required coverages are in full force and effect with at least the required coverage limit amounts and naming the City as an additional insured.

Consultant agrees to maintain at all times during the period of this Agreement all of the following:

A. GENERAL LIABILITY, AUTO LIABILITY

Consultant shall maintain all insurance identified in the *Dyer Engineering Consultants Proposal* for the duration of the Agreement. Consultant shall name all parties as "additional insurers" on its general liability policy that are required to be so named under the Insurance Section of the *Dyer Engineering Consultants Proposal*.

B. WORKER'S COMPENSATION INSURANCE

Consultant hereby certifies that it is aware of, and will comply with Section 3700 of the California State Labor Code that requires every employer to be insured against liability

for Workers' Compensation or to undertake self insurance before commencing any of the work.

ARTICLE 10: PERSONNEL

Consultant is responsible for compliance with all applicable State and Federal laws. Consultant will manage his/her own personnel without general oversight by the City and shall oversee and coordinate sub-contractors that are approved by City. All drivers and equipment operators will be properly trained and have all certifications and valid licensing required to operate said equipment. The Consultant must certify to the City that all drivers operating a commercial motor vehicle are in a federally mandated random drug and alcohol testing program that complies with Federal Motor Carrier Safety Administration (FMCSA) requirements.

The Consultant alone shall be responsible for ensuring compliance with all applicable regulatory requirements including but not limited to those from: FMCSA and California Division of Occupational Safety and Health (Cal/OSHA).

ARTICLE 11: SAFETY AND TRAFFIC CONTROL

The Consultant alone shall be responsible for the safety and security at construction sites and when working in or adjacent to public highways. Consultant is solely responsible for traffic control at the locations of and while engaged in highway services / maintenance. Traffic control practices, equipment and signage shall comply with the Manual on Uniform Traffic Control Devices, latest edition. Consultant shall maintain one lane of traffic at all times unless closure for public safety is authorized by City. Consultant shall also provide for the establishment of detours as needed. Consultant shall erect other barricades as may be directed by City.

The Consultant is responsible for contacting 811 "Call Before You Dig" prior to any excavation. No excavation is authorized until after 811 has marked all existing utilities. Prior to construction, the Consultant shall notify City of adjacent utilities when prosecution of work may affect them.

All work shall be completed within the City's right-of-way and/or public easements unless expressly and specifically directed to do so by the City.

ARTICLE 12: CONSULTANT'S LIABILITY

Consultant shall be responsible for all injuries to persons and for all damage to real or personal property of the City or others, caused by, or resulting from the negligence of itself, its employees, or its agents during the progress of, or connected with, the rendition of services hereunder. Consultant shall defend and hold harmless and indemnify the City, its officers and employees from all costs and claims for damages to real or personal property, or personal injury to any third party, resulting from the negligence, actions, or inaction of Consultant, Consultant's subcontractors, employees or agents, arising out of the Consultant's performance of work under this Agreement.

ARTICLE 13: PREVAILING WAGE

The Consultant certifies and agrees that it will comply California Labor Code Section 1770 regarding prevailing wage requirements. City may request documentation to certify that the Consultant has paid its employees at the appropriate prevailing wage rate. In the event that the City determines that Consultant has failed to pay any of its employees in accord with the appropriate prevailing wage rate, City shall report its findings to the Department of Labor and/or withhold the difference between the amount paid and amount owed for prevailing wages from any amount owed Consultant until such time as the payment dispute is fully and finally resolved. This provision in no way creates any contractual or third party beneficiary relationship between any of Consultant's employees and the City, nor does it create any liability or duty on the City for Consultant's failure to make timely or appropriate payments to its employees, on behalf of its employees.

ARTICLE 14: AUDIT

Consultant shall permit authorized representatives of the City to have access to Consultant's books, records, accounts and any and all data relevant to this Agreement, for the purpose of making an audit or examination during the term of the Agreement and for a period of four years following the fiscal year of the last expenditure under this Agreement.

ARTICLE 15: DISCRIMINATION

During the performance of this Agreement, Consultant and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, race, color, religious creed, marital status, denial of family and medical care leave, ancestry, national origin, medical condition (cancer/genetic characteristics), age (40 and above), disability (mental and physical) including HIV and AIDS, denial of pregnancy disability leave or reasonable accommodation. Consultant and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs, tit. 2, §7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12990 (a)–(f), are incorporated into this Agreement by reference and made a part hereof as if set forth in full (Cal. Code Regs, tit. 2, §7285.0 et seq.). Consultant and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

This Consultant shall include the non-discrimination and compliance provisions of this clause in all subcontracts to perform work under contract.

ARTICLE 16: BUSINESS LICENSE

Consultant has and will continue to maintain a current Business License during the term of this Agreement. Consultant shall insert in each of its subcontract agreements a provision,

which requires its sub-contractors to present proof that the subcontractor has obtained a current Business License during the term of this Agreement.

IN WITNESS WHEREOF, the parties do hereby execute this Agreement on the day and year first written above.

CITY OF SUSANVILLE

APPROVED AS TO FORM:

By : _____

By : _____

Name : _____

Name: _____

Title : _____

Title : _____

Date : _____

Date : _____

ATTEST:

CONSULTANT

By : _____

By : _____

Name : _____

Name: _____

Title : _____

Address : _____

Date : _____

Date : _____

ATTACH NOTARY

ATTACHMENT A - *Dyer Engineering Consultants Proposal*

ATTACHMENT B - *Request for Professional Services for the Evaluation and Modification of Construction Documents for: Completion of the Cady Springs Pump Station & Pipeline (RFP)*

Reviewed by: City Administrator
 City Attorney

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Susanville Basque Club's Picon Open at the Diamond Mountain Golf Course on August 19, 2017 from 9 a.m. to 9 p.m.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Susanville Basque Club is hosting a Picon Open Golf Tournament on August 19, 2017 at the Diamond Mountain Golf Course to raise college scholarship money for graduating high school seniors. The event includes a catered Basque dinner, and at the June 21st meeting of the City Council authorized the sale of alcoholic beverage sales through Susanville Sunrise Rotary for the event. Staff subsequently received a request for a fee waiver for use of the Club House for the event. The usage of the facility including the kitchen is \$175.00, with a \$100 refundable deposit.

FISCAL IMPACT: \$175 in unrecognized Facility Use fees

ACTION REQUESTED: Motion to waive the usage fees for the Diamond Mountain Golf Course Club House on August 19th for the Susanville Basque Club's Picon Open Golf tournament

ATTACHMENTS: Letter of request

July 26, 2017

Susanville Basque Club
P.O.Box ~~1033~~ 332
Susanville, CA 96130

Lassen County City Counsel
66 North Lassen
Susanville, CA 96130

To whom it may concern:

This letter is in regards to a request to have the Diamond Mountain Golf Course facility fee waived for the Susanville Basque Club's Picon Open Event. This event will take place at the Diamond Mountain Golf Course on August 19th, 2017 from 8AM-8PM. The event will include a Basque dinner catered by the Susanville Basque Club. The purpose of the event is to raise funds for a scholarship that will go to a graduating high school senior planning to attend a 2 or 4 year college.

The Susanville Basque Club will be using the kitchen in the clubhouse to prepare food. The dining room space of the clubhouse will be used to host golfers and guests for a post-tournament dinner. The waived fee for this event will help the Susanville Basque Club cut back on extra costs for the event.

For questions about the Susanville Basque Club's Picon Open, please contact Miren Zubillaga at 530-310-4167.

Sincerely,


Miren Zubillaga



City of Susanville

66 N Lassen
Susanville CA 96130

(530)252-5113 ♦ (530)257-4725 Fax

Parks and Facilities Rental Form

Riverside Park

Picnic Area

Softball Field #1

Softball Field #2

Soccer Field

Memorial Park

Picnic Area

Event Stage

Electric Panel

Baseball Field

Community Center

Main Room

Kitchen

Both

Golf Course Clubhouse #1
Wingfield Rd

Golf Course Clubhouse #2
Circle Drive

Fees: \$150.00

Deposit: \$100.00

Please type or print clearly and return form with payment to the City of Susanville Finance Department at 66 N Lassen St., Susanville
Keep completed approved copy of this form with you during your reservation to avoid conflict over facility usage

Today's Date: 7/26/2017 Name: Michelle Zubillaga Contact Number: (530) 257-7526 (W)
(530) 310-0166 (C)

Organization: Susanville Basque Club Mailing Address: P.O. Box 332, Susanville, CA 96130

Park/Facility Requested: Golf Course Clubhouse #2 Dates: 8/19/2017 Hours: 8:00am-8:00pm

Equipment Requested/Special Notes: _____

Description of Event: Golf Tournament Fundraiser Followed by Dinner Number of People Expected: 120

Bounce House: Yes or No (Designated areas only) Email Address: michelle@iib.bz

I/we will hold harmless The City of Susanville, its agents, representatives and employees, from any and all claims, losses, damages, injuries, and liabilities, arising from the death or injury to persons or property occurring as a result of participation in this activity mentioned herein, and further declare that I/we have read regulations and rules and shall be personally responsible, on behalf of our organization, for any damage to City property, furnishings or equipment. I am authorized to sign for the Organization name above.

Signature: Michelle Zubillaga Print Name: Michelle D. Zubillaga Date: 7-26-2017

Confirmation of Reservation Accepted Declined Reserved for another party on date requested

Return of Keys/Electric Panel: Yes or No

Facilities left in good condition: _____ Refund Deposit: Yes or No

Parks & Recreation Signature: _____ Date: _____

City Use Only

Employee Signature: [Signature] Date: 7/26/17

Use Fees Collected: \$ 175.00 Deposit Collected: \$ 100.00 Total: \$ 275.00

Deposit Refunded Yes or No Date of Refund: _____

Employee Signature: _____ Date: _____

Name: Michelle Zubillaga

Organization: Susanville Basque Club

In consideration of being permitted to enter the City of Susanville parks and facilities for any purpose, including but not limited to observation, use of facilities or equipment, or participation in any way, the undersigned, for himself or herself, and any personal representatives, and next of kin, hereby acknowledges, agrees and represents that he or she, immediately upon entering will inspect such premises and facilities. It is further warranted that such entry into the City of Susanville parks and facilities for observation, participation or use of any parks, facilities, or equipment constitute an acknowledgement that such premises and all parks, facilities, and equipment thereon have been inspected and that the undersigned finds and accepts same as being safe and reasonably suited for the purposes of such observation or use.

In further consideration of being permitted to use the City of Susanville Parks and Facilities for any purpose including but not limited to observation, use of parks, facilities, or equipment, or participation in any way, the undersigned agrees to the following:

1. The undersigned hereby releases, waives, discharges, and covenants not to sue the City of Susanville, its council members, officers, employees, and agents (hereinafter referred to as releasees), from all liability to the undersigned, his/her successors and/or assigns, for any loss or damage, and any claim or demands therefore on account of injury to the person or property or resulting in death of the undersigned, whether caused by the negligence of the releasees or otherwise while the undersigned is in, upon, or about the premises or any facilities or equipment therein.
2. The undersigned hereby agrees to indemnify and hold harmless the releasees and each of them from any loss, liability, damage or cost they may incur due to the presence of the undersigned in, upon or about the City of Susanville premises or in any way observing or using any parks, facilities, or equipment of the City of Susanville whether caused by the negligence of the releasees, or otherwise.
3. The undersigned hereby assumes full responsibility for any risk of bodily injury, death or property damage due to the negligence of releasees or otherwise while in, about or upon the premises of the City of Susanville Parks and Facilities and/or while using the premises or any parks, facilities, or equipment hereon. The undersigned further expressly agrees that the foregoing Release/Waiver is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

The undersigned has read and voluntarily signs the release and waiver of liability, and further agrees that no oral representations, statements, or inducement apart from the foregoing written agreement have been made.

I have read this release and agree to its terms. I am also authorized to sign for the afore mentioned company, entity, organization, individual.

Signature: Michelle D. Zubillaga Print Name: Michelle D. Zubillaga Date: 7-26-2017

Reviewed by: Heidi City Administrator
_____ City Attorney

_____ Motion only
_____ Public Hearing
X Resolution
_____ Ordinance
_____ Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 17-5404 terminating Airport Hangar Land Lease Agreement, Lot #37 with Bruce and Kathy Rhymes and authorizing execution of an Airport Ground Lease Agreement for Hangar #37 with the Experimental Aircraft Association (EAA) Chapter #794.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: On September 7, 2016, the City Council was presented with a letter stating that the Rhymes family was interested in donating their hangar, Hangar #37, to the EAA and requested the first right of refusal be waived to approve the donation of Hangar #37 from the Rhymes' family to the EAA. The City Council approved the request and the donation of the hangar to the EAA occurred with additional discussions held on May 17, 2017. The EAA has reviewed the updated lease and are awaiting the Council's approval to enter into the new Ground Lease for Hangar #37.

FISCAL IMPACT: Annual Revenue of \$608.00 (1,600 sq. ft @ \$0.38/sq. ft.) plus 20% of sublease fees or \$20.00, whichever is higher.

ACTION

REQUESTED: Motion approving Resolution No. 17-5404 terminating Airport Hangar Land Lease Agreement, Lot #37 with Bruce and Kathy Rhymes and authorizing execution of an Airport Ground Lease Agreement, Lot #37 with the EAA.

ATTACHMENTS: Resolution No. 17-5404
Airport Ground Lease Agreement Hangar Owned by Lessee, Lot #37 executed by the EAA.

RESOLUTION NUMBER 17-5404
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #37 WITH
BRUCE AND KATHY RHYMES AND AUTHORIZING MAYOR TO EXECUTE AN
AIRPORT GROUND LEASE AGREEMENT, LOT #37 WITH THE EAA

WHEREAS, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Lot #37 requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

WHEREAS, on August 11, 2016, it was requested that the City Council waive the right of first refusal in order for the Rhymes family to donate the hangar to the EAA; and

WHEREAS, at its September 7, 2016 meeting, the City Council of the City of Susanville approved the request permitting the donation; and

WHEREAS, on November 17, 2016, the Rhymes family donated their interest in the hangar on Lot #37 to the EAA; and

WHEREAS, the Airport Hangar Land Lease Agreement, Lot #37 held by Bruce and Kathy Rhymes needs to be terminated and a new Airport Ground Lease Agreement, Lot #37 needs to be executed by the EAA as the new owner.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville authorizes the following:

1. That the Airport Hangar Land Lease Agreement, Lot #37 held by Bruce and Kathy Rhymes is hereby terminated; and
2. That the EAA is the new owner of the hangar on Lot #37 and has executed an Airport Ground Lease Agreement, Lot #37 as required.

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of August, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

**AIRPORT HANGAR GROUND LEASE AGREEMENT
HANGAR OWNED BY LESSEE**

THIS LEASE, made this 1st day of July, 2017, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Experimental Aircraft Association (EAA) Susanville Chapter #794, address: 471-920 Johnstonville Road, Susanville, CA 96130 to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of 20 (five (5), ten (10), or twenty (20)) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described a Hangar Lot # 37, hereinafter referred to as the "Leased Premises", located at the Susanville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

(a) Lessee shall provide a hangar building plan for approval prior to any Lease execution for use as an airplane hangar. Completion of said hangar shall be no more than eighteen (18) months from the date of execution of lease. The rent shall be \$38 per square foot per year, for the area including the space occupied by the hangar only which rent is payable in 12 equal installments monthly in advance on the first day of each and every month. Said rent shall be increased on an annual basis as set forth below.

(b) Commencing on July 1st following the commencement date of this lease agreement, and continuing each year thereafter ("the Rent Adjustment Date") the rent set forth in Section 1(a) above shall be subject to adjustment as follows: The Consumer Price Index for All Urban Consumers, West Region, for West City Classes B/C, published by the Bureau of Labor Statistics, United States Department of Labor for all items ("index") in effect on January 1, 2005 shall be the Base Index. For each Rent Adjustment Date, the Index in effect immediately before that Rent Adjustment Date ("the Adjustment Index"), shall be used for purposes of calculating the amount of adjustment, if any. If the Adjustment Index has increased over the Base Index, the rent payable for the following year and until the next Rent Adjustment Date shall be increased by the same percentage as the Adjustment Index bears to the Base Index.

(c) In no event shall the monthly rent be decreased below the amount specified under Section 1(a).

(d) If the Consumer Price Index, as now constituted, compiled, and published, shall cease to be compiled and published during the term of this lease, or is calculated on a significantly different basis following the date of this lease, the most comprehensive official Index published that most closely approximates the rate of inflation shall be used for purposes of computing adjustments under this lease. City's determination as to which official Index to then use shall be final and binding on Lessee.

(e) Any rent due for the portion of the month this Lease commences shall be prorated for that month. Lessee is granted the unlimited lawful right of ingress and egress from the Leased Premises. Lessor hereby reserves a utility easement, including but not limited to, the right to construct, install, place and maintain utility lines for all customary utility services under, over, across, and through the Leased Premises at such locations as Lessor shall require.

(f) In the event Lessee chooses to conduct business from hangar, Lessee will also be subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator. If Lessee enters into a

sublease with sublessee, and sublessee conducts business from hangar, sublessee is subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator.

2. Lessee shall use the hangar for the storage of aircraft(s) owned or leased by Lessee and shall be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars. In the event Lessee desires to sublease the hangar, then Lessee must obtain the written permission of Lessor, must provide a copy of a written sublease agreement to Lessor within thirty (30) days of execution and said sublessee will be required to provide insurance as specified herein. In the event of such sublease, the sublessee shall also be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars; Lessee shall pay to Lessor as additional rent an amount equal to twenty percent (20%) of the amount charged by Lessee to Lessee's sublessee, as stated in the sublease agreement, or \$20.00, whichever is greater. If any provisions of this paragraph 2 is violated, Lessee shall forfeit this Lease. Lessor shall be notified in writing requesting Lessor's approval in the event Lessee desires to enter into a sublease.

3. The primary purpose of a hangar shall be for the storage of aircraft and the aircrafts' aeronautical related items. If the hangar is serving its primary purpose, non-aeronautical items can be permitted, at the discretion of the Lessor, if those items do not affect the hangars' primary use. Storage of household items that could be stored in commercial storage facilities is not permissible per FAA guidelines. Residential developments, including living quarters for permanent or long-term use, is incompatible with airport operations and conflicts with grant assurance requirements as well as current zoning laws.

4. Lessee hereby agrees that should Lessee desire to sell or transfer Lessee's interest hereunder and the improvements on said Leased Premises, Lessee shall first submit an offer in writing to Lessor to sell said Leased Premises and improvements to Lessor for the same amount as any bona fide offer received by Lessee in connection therewith, or for the fair market value, as the case may be. Lessee's written offer to Lessor shall be submitted to the City Clerk of the City of Susanville, at least fifteen (15) days prior to a regularly scheduled meeting of the City Council of the City of Susanville, and the City Council shall have thirty (30) days after said meeting within which to accept or reject the offer. In the event that the City Council does not act within that period of time, the offer will be deemed rejected. Should Lessor reject the offer, Lessee may sell the hangar and assign Lessee's rights under this Lease, at the same price as offered to the Lessor, and shall, within fifteen (15) days prior to sale, notify Lessor in writing requesting City approval.

5. This Lease does not confer upon the Lessee the right to infringe on any of the commercial rights granted to any other person by the City of Susanville. This Lease is not a Fixed Base Operator or Commercial Operator Agreement.

6. Upon expiration of this Lease, Lessee shall have the right to remove said airplane hangar from said airport within ninety (90) days. Lessee shall continue to pay the rent then in effect during said ninety-day period. In the event the hangar is not moved off the airport within the ninety (90) days, said hangar shall become the property of the City of Susanville. Any holding over by Lessee past the term of this Lease shall not be deemed a renewal or extension of the term of this Lease.

7. In the event the Master Plan for the Susanville Municipal Airport, or any amendments thereto, requires the Leased Premises for other use or uses, Lessor will furnish to said Lessee at another site on the same airport, an equivalent amount of land for hangar relocation. Any relocation of Lessee's hangar shall be at Lessee's sole cost and expense.

8. Should the Master Plan for the Susanville Municipal Airport, or any amendments thereto, require moving of Lessee's hangar, such relocation shall not be required until the City of Susanville places the Master Plan into effect, and only when the City Council has agreed that the Master Plan is feasible and should be placed into operation. Any relocation of said hangar, however, shall be made so as not to interfere with any construction or other work occurring under the Master Plan. All cost of hangar relocation shall be the responsibility of Lessee.

9. Any hangar constructed on the Leased Premises shall meet the California Building Standards Code, California Fire Code, National Fire Protection Agency (NFPA) Codes and City Airport Standards as adopted by the City of Susanville and shall have the exterior walls and roof of metal or other fire resistant material to be approved by the Building Official of the City; Lessee shall keep Lessee's hangar in a state of good repair, operable doors and windows and able to be properly secured with damage promptly repaired and in such a condition as to not create a fire hazard or a public nuisance. Lessee's hangar may be inspected by the City of Susanville, designated agent, at all reasonable times, and Lessee shall, within fifteen (15) days of being notified that a condition exists in the hangar which in the opinion of the City is a fire hazard or danger to the public health and safety, remedy such condition; if Lessee fails to do so, Lessor may do so at the expense of the Lessee.

10. Lessee shall keep the Leased Premise free and clear of inflammable or combustible vegetation or other materials.

11. If Lessee has not yet constructed a hangar on the premises, Lessee shall commence construction of a hangar within six (6) months from the date the Lease is executed or from the date of such demolition or removal, and finish construction within twelve (12) months from the date the Lease is executed. Failure to comply with the provisions of this paragraph shall result in the immediate termination of this Lease.

12. Lessee shall pave a concrete or asphalt apron at the airplane entrance door from the hangar building to the existing taxiway/runway.

13. Standards, rules, and regulations of City of Susanville Ordinance 87-697, as shown in Exhibit "D", or any amendments thereto, are incorporated herein by reference and shall also govern Lessee's use of the Leased Premises.

14. Lessee covenants and agrees that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this Lease, for a purpose for which a Federal Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, Lessee shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, DOT, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

15. Lessee further agrees and covenants that (1) no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such premises and the furnishing of services thereon, no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination, (3) that the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of

Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

16. That in the event of breach of the above nondiscrimination covenants, Lessor shall have the right to terminate the Lease and to reenter and repossess said Leased Premises and the facilities thereon, and hold the same as if said Lease had never been made or issued. This paragraph does not become effective until the procedures of 49 CFR Part 21 are followed and completed including expiration of appeal rights.

17. Lessor reserves the right to further develop or improve the landing area of the airport as it sees fit, regardless of the desires or view of the Lessee and without interference or hindrance.

18. Lessor reserves the right, but shall not be obligated to the Lessee, to maintain and keep in repair the landing area of the airport and all publicly-owned facilities of the airport, together with the right to direct and control all activities of the Lessee in this regard.

19. This Lease shall be subordinate to the provisions and requirements of any existing or further agreements between the Lessor and the United States, relative to the development, operation or maintenance of the airport.

20. There is hereby reserved to the Lessor, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of the premises herein leased. This public right of flight shall include the right to cause in said airspace any noise inherent in the operation of any aircraft used for navigation or flight through the said airspace or landing at, taking off from or operation on the Susanville Municipal Airport.

21. The lessee agrees to comply with the notification and review requirements covered in Part 77 of the Federal Aviation Regulations in the event future construction of a building is planned for the (leased, licensed, permitted) premises or in the event of any planned modification or alteration of any present or future building or structure situated on the leased premises. This requires the submission of FAA Form 7460-1, Notice of Construction or Alteration to the FAA.

The lessee by accepting this lease agreement expressly agrees for itself, its successors and assigns that it will not erect nor permit the erection of any structure or building nor permit object of natural growth or other obstruction on the land leased hereunder above a height as determined by the application of the requirements of Title 14 CFR Part 77. In the event the aforesaid covenants are breached, the owner reserves the right to enter upon the land hereunder and to remove the offending structure or object or cut the offending natural growth, all of which shall be at the expense of the lessee.

It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right within the meaning of U.S. Code 40103 (e) and 47107(a)(4).

The lessee will furnish services on a reasonable and not unjustly discriminatory basis to all users, and charge reasonable and not unjustly discriminatory prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. **(In accordance with Grant Assurance #22.b, this provision must be included in any agreement, contract, lease, license, permit to engage in any aeronautical activity at the airport.)**

The lessee will conform to airport and Federal Aviation Administration safety and security rules and regulations regarding use of the airport operations area including runways, taxiways, aircraft aprons by vehicles, employees, customers, visitors, etc. in order to prevent security breaches and avoid aircraft incursions and vehicle/pedestrian deviations; will complete and pass airfield safe driving instruction program when offered or required by the airport; and will be subject to penalties as prescribed by the airport for violations of the airport safety and security requirements.

22. Lessee agrees not to make use of the Leased Premises in any manner which might interfere with the landing and taking off of aircraft from the Susanville Municipal Airport, or that would otherwise constitute a hazard.

23. Lessee shall not use, or store, any petroleum products except small quantities for Lessee's personal use. Lessee shall not dispose on the Leased Premises any petroleum products, or any material or substances now or hereafter classified as hazardous or toxic under any federal, state, or local law, ordinance, regulation, rule, or order which is now or at any time during the term of this Lease applicable to the Leased Premises or Lessee's use and occupation thereof. Notwithstanding the foregoing, Lessor acknowledges and agrees that the presence of fuel, oil and grease located within the proper receptacles of any aircraft properly stored on the Leased Premises shall not be considered a violation of this section.

24. Lessee hereby agrees to indemnify and hold harmless Lessor from any and all claims, demands, and causes of action, including costs and attorneys' fees, including any litigation in connection with the defense of any claim, demand, or cause of action arising out of or resulting from any hazardous, toxic, or petroleum substance, material, or waste, unless caused by the intentional or otherwise tortious act or omissions of the Lessor. Upon receiving notice of any such claim, demand, or cause of action, Lessee shall, at Lessee's sole cost and expense, immediately cure or commence to cure the problem by taking all action prescribed by applicable federal, state, and local laws, regulations, ordinances, and orders. Lessee's obligation to indemnify Lessor set forth in this paragraph shall survive the expiration or earlier termination of this Lease.

25. This Lease and all the provisions hereof shall be subject to whatever right the United States Government now has or in the future may have or acquire, affecting the control, operation, regulation and taking over of said airport or the exclusive or non-exclusive use of the airport by the United States during the time of war or national emergency.

26. Upon the date of this Lease, Lessee shall procure and maintain liability insurance of at least \$150,000.00 for one (1) person, \$250,000.00 per occurrence, and property damage insurance of \$100,000.00; provided, however, Lessor may impose additional coverage requirements in amounts to be determined by resolution of the Susanville City Council, and upon adoption of said resolution, Lessee shall have thirty (30) days from written notice thereof to comply with the additional requirements. A Certificate of Insurance evidencing such coverage and naming Lessor, its officers, agents, and employees as additional insureds, shall be filed with the Susanville City Clerk. Said Certificate of Insurance shall guarantee at least ten (10) days advance notice to Lessor, in writing, of any cancellation or reduction of such insurance.

27. A breach by Lessee of any of the terms of this Agreement constitutes a default. In the event of a default, Lessor may at its option terminate Lessee's right to possession of the Leased Premises at any time by any lawful means, including, but not limited to, rights pursuant to Civil Code Section 1159 et seq., as the same may be amended from time to time. No act of Lessor other than by giving written notice to Lessee shall terminate this Lease. In the event of termination of this Lease by Lessor, Lessee shall

immediately surrender possession of the Leased Premises to Lessor. In the event of termination of this Lease, Lessor shall be entitled to recover the following amounts from Lessee:

- (a) The amount of the unpaid rent accrued through the date of termination of this Lease;
- (b) The excess of the amount of rent which accrues between the date of termination of this Lease and the date of the award over the amount of the loss of rent that Lessee proves could have reasonably been avoided;
- (c) The present value, on the date of the award, of the excess amount of rent which accrues between the date of the award and the expiration of the term of this Lease over the amount of the loss of rent that Lessee proves could reasonably be avoided, with the present value computed by using an interest rate equal to that which comparable properties earn on the date of the award; and
- (d) Any other amount, including court costs, reasonable attorneys' fees, and costs of taking possession of and reletting the Leased Premises necessary to compensate Lessor for all detriment proximately caused by Lessee's default.

In addition to the foregoing rights, Lessor shall have all other rights set forth in this Lease, including but not limited to the right to possession and ownership of the hangar if it is not removed ninety (90) days after the date of termination of this Lease.

28. FAA Grant Assurances: Lessee acknowledges and agrees that Lessor has entered into certain Grant Agreements with the FAA, conditions of which require that all parties leasing property from Lessor agree to be bound by certain sponsor's assurances given by Lessor to the United States Government under the Airport and Airway Improvement Act of 1982, as the same may be amended from time to time. Accordingly, Lessee on behalf of itself, its heirs, personal representatives, successors, and assigns, as additional consideration for the lease of the Leased Premises from Lessor, does hereby covenant and agree for the term of this Lease to be bound by the provisions set forth in Exhibit "B" (Sponsors Assurances) attached hereto and incorporated herein by reference.

This Lease shall be subordinate to the provisions and requirements of any existing or future agreement between Lessor and the United States Government or any authorized agency thereof, by which Lessor obtains federally-owned surplus property or federal aid for the development, operation, and/or maintenance of the Susanville Municipal Airport. In the event that the FAA or any other federal agency requires modifications or changes in this Lease as a condition for the granting of funds for the improvement of lands and improvements covered by its laws, rules, or regulations, Lessee agrees to consent to the amendments, modifications, revisions, supplements, or deletions of any of the terms, conditions, or requirements of this Lease, as may be required to obtain such funds except, however, that in no event will Lessee be required, pursuant to this section, to agree to any increase in the rents or fees provided for in this Lease. In the event Lessee refuses or fails to consent to the amendments, modifications, revisions, supplements, or deletions submitted to Lessee by Lessor pursuant to the provisions of this Section within thirty (30) days after receipt of the documents evidencing the changes, then this Lease shall be deemed to be amended and/or modified to comply with said changes as though the documents had been signed by all parties.

29. In the event any action, suit or proceeding is brought to collect the rent, fees, charges, or billings due or to become due hereunder, or any portion thereof, to take possession of the Leased Premises, and/or to enforce compliance with this Lease, the prevailing party shall be entitled to reasonable attorneys' fees and court costs.

30. Lessee shall occupy and use the Leased Premises only for the uses and purposes authorized herein. Lessor's grant of the privileges hereunder are not exclusive and Lessor reserves the right to lease other airport property to other individuals and entities for the same uses and privileges granted hereby, or for other uses and purposes.

31. The property interest herein granted to Lessee may be subject to property taxation of the possessory interest created thereby, and, if created, Lessor, by reason of said possessory interest, may be subject to the payment of property taxes levied on said interest. In the event said taxes are so levied, Lessee shall be responsible for payment thereof. Lessee shall pay promptly all lawful taxes and assessments which may be levied by any federal, state, county, city or other tax levying body of any taxable interest of Lessee hereunder, whether on real or personal property of Lessee.

32. This (lease, license, permit, etc.) shall be subordinate to the provisions and requirements of any existing or future agreement between the airport owner/sponsor and the United States, relative to the development, operation, or maintenance of the airport. Failure of the (lessee, licensee, permittee) or any occupant to comply with the requirements of any existing or future agreement between the lessor and the United States, which failure shall continue after reasonable notice to make appropriate corrections, shall be cause for immediate termination of (lessee's, licensee, permittee's) rights hereunder.

33. The terms hereof shall be binding on the heirs, successors and assigns of the parties hereto. This Lease cannot be transferred or assigned without Lessor's prior written approval.

IN WITNESS WHEREOF, the said Lessor by **Resolution No.** _____ of the City Council of the City of Susanville, has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE
LESSOR:

Kathie Garnier, Mayor

Attest:

Gwenna MacDonald, City Clerk

LESSEE:

STEVEN DATEMA (RES. EAA CH 794)

Type Name:

SKHillene

Type Name:

(If a corporation, a corporate resolution authorizing signature must be attached).

Approved as to Form:

Jessica Ryan, City Attorney

EXHIBIT "A"

Legal Description

Hangar located on Lot #37 at the Susanville Municipal Airport as shown on Airport Layout Plan (APN 116-180-04-34).

Reviewed by: City Administrator
 City Attorney

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Daniel Gibbs, City Engineer

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 17-5405 authorizing City Administrator to execute an extension via amendment to the existing contract with ACS Materials Testing, Inc. (ACS) extending it through December 31, 2017, to complete quality control testing on STIP Projects 'SC', Project No. 15-03 and 'SC-1', Project No. 15-04.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: In April 2016, Council approved a consulting contract with ACS that expired on December 31, 2016. This effort was based upon a Request for Quotes (RFQ) that requested quality control testing and oversight for STIP paving projects at various locations within the City.

Due to the onset of winter late last year, construction efforts by Dig-It Construction of Chester, CA were suspended until favorable conditions prevailed. Additionally, additive work desired was authorized in April 2017 through contract change order. Paving will now occur later this month, weather permitting.

FISCAL IMPACT: Funding for this project comes from the State Transportation Improvement Program (STIP).

ACTION REQUESTED: Motion to approve Resolution No. 17-5405 authorizing City Administrator to execute an extension with ACS retroactively extending their contract through December 31, 2017.

ATTACHMENTS: Resolution No. 17-5405

RESOLUTION NUMBER 17-5405

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AN AMENDMENT EXTENDING THE CONTRACT WITH ACS MATERIAL TESTING, INC. FOR MATERIAL DESIGN AND RELATED TECHNICAL SERVICES FOR THE STIP PROJECTS 'SC' AND 'SC-1'

WHEREAS, the City of Susanville has been allocated funding through the State Transportation Improvement Program (STIP) to complete the paving of certain streets within the City of Susanville for STIP Project 'SC' and 'SC-1' also known as Project No. 15-03 and 15-04 respectively; and

WHEREAS, the technical nature of portions of the work required for the testing of materials relative to the proper supply and quality of construction materials to facilitate required installation of said materials, is outside of the expertise of City staff; and

WHEREAS, testing of materials for said projects is still required due to delays encountered as a result of inclement weather and the desire to include additional work with said projects; and

WHEREAS, ACS Material Testing, Inc. remains qualified and in good standing to continue performing competent work with the original not to exceed price in the amount of \$27,165.00; and

WHEREAS, the contract with ACS Material Testing Inc. expired as of December 31, 2016, and the City desires to extend that agreement a period of 12 months to December 31, 2017, for services required.

NOW THEREFORE BE IT RESOLVED, By the City Council of the City of Susanville that City Administrator is hereby authorized to execute an amendment with ACS Material Testing, Inc. extending material testing and quality control services as part of the construction phase of the STIP Projects 'SC' and 'SC-1'.

Dated: August 2, 2017

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5405 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of August, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by: City Administrator
 City Attorney

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Daniel Gibbs, City Engineer

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 17-5406 authorizing City Administrator to execute an extension via amendment to the existing contract with Pavement Engineering, Inc. (PEI) extending it through December 31, 2017, to complete quality control testing on STIP Projects 'SC-2', Project No. 16-01 and 'SC-3', Project No. 16-02.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: In September 2016, Council approved a consulting contract with PEI that expired on December 31, 2016. This effort was based upon a Request for Quotes (RFQ) that requested quality control testing and oversight for STIP paving projects at various locations within the City.

Due to the onset of winter late last year, construction efforts by ST Rhoades Construction of Redding, CA were suspended until favorable conditions prevailed. Additionally, additive work desired was authorized in April 2017 through contract change order. Paving will now occur later this month, weather permitting.

FISCAL IMPACT: Funding for this project comes from the State Transportation Improvement Program (STIP).

ACTION REQUESTED: Motion to approve Resolution No. 17-5406 authorizing City Administrator to execute an extension with PEI retroactively extending their contract through December 31, 2017.

ATTACHMENTS: Resolution No. 17-5406

RESOLUTION NUMBER 17-5406

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING CITY ADMINISTRATOR TO EXECUTE AN AMENDMENT EXTENDING THE CONTRACT WITH PAVEMENT ENGINEERING, INC. FOR MATERIAL DESIGN AND RELATED TECHNICAL SERVICES FOR THE STIP PROJECTS 'SC2' AND 'SC3'

WHEREAS, the City of Susanville has been allocated funding through the State Transportation Improvement Program (STIP) to complete the paving of various streets within the City of Susanville for STIP Project 'SC2' and 'SC3' also known as Project No. 16-01 and 16-02 respectively; and

WHEREAS, the technical nature of portions of the work required for the testing of materials relative to the proper supply and quality of construction materials to facilitate required installation of said materials, is outside of the expertise of City staff; and

WHEREAS, testing of materials for said projects is still required due to delays encountered as a result of inclement weather and the desire to include additional work with said projects; and

WHEREAS, Pavement Engineering, Inc. remains qualified and in good standing to continue performing competent work with the original not to exceed price in the amount of \$32,000.00; and

WHEREAS, the contract with Pavement Engineering, Inc. expired as of December 31, 2016, and the City desires to extend that agreement a period of 12 months to December 31, 2017, for services required.

NOW THEREFORE BE IT RESOLVED, By the City Council of the City of Susanville that City Administrator is hereby authorized to execute an amendment with Pavement Engineering, Inc. extending material testing and quality control services as part of the construction phase of the STIP Projects 'SC2' and 'SC3'.

Dated: August 2, 2017

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5406 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of August, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by: City Administrator
 City Attorney

- Motion only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted by: Craig Sanders, City Planner

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5407** finding that the required conditions for recordation of phase 1 of the final Map for Quail Hollow Subdivision have been complied with and directing the City Clerk to effect the recordation of the map prior to August 12, 2017.

PRESENTED BY: Craig Sanders, City Planner

SUMMARY: This project involves the recordation of a Final Map for the Quail Hollow Subdivision, Phase 1. The map is for a total of 33 lots (map lots 1 through 15 and lots 43 through 60). The project is located on the east side of Paiute Lane approximately 200 feet north of Valley Vista Way. The tentative map was approved by the Planning Commission on August 12, 2008 with a 2-year time frame to record the map. Time extensions adopted by the State legislature have extended the life the tentative map 7 years to a final expiration date of August 12, 2017.

The conditions of approval are contained in Planning Commission Resolution 08-008, attached. The project is in an R-2-PD zoning district. The PD combining district allowed smaller lots and setbacks as well as a narrower road section. The project was originally proposed as an age restricted subdivision which included a community center building catering to seniors. The applicant brought the project back to the Planning Commission in 2016 to allow the project as an unrestricted age project and to replace the community building with a park area which would cater to families. The conditions of approval now give the developer the option to make the project age restricted with a community center or age unrestricted with a park area.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution 17-5407 approving the final map for Phase 1 of the Quail Hollow Subdivision and directing the City Clerk to effect the recording of the map.

ATTACHMENTS: Resolution 17-5407
Planning Commission Resolution 08-910

RESOLUTION NO. 17-5407
A RESOLUTION OF THE SUSANVILLE CITY COUNCIL APPROVING THE
RECORDATION OF THE QUAILHOLLOW SUBDIVISION FINAL MAP
NUMBER PD-TSM 08-008

WHEREAS, Larry Standiford has submitted a final Subdivision Map for Phase 1 of the Quail Hollow Subdivision consisting of 33 lots (lots 1 through 15 and 43 through 60) as well as the associated common area; and

WHEREAS, all public improvements for the Quail Hollow Subdivision Phase 1 have been completed and accepted by the City of Susanville and said subdivision conforms to the requirements of Planning Commission Resolution No. 08-910, as shown in Exhibit "A" attached hereto; and

WHEREAS, the State Subdivision Map Act, Section 66473 of the Government Code requires substantial compliance with conditions imposed on a tentative map prior to approval of the final map.

NOW, THEREFORE BE IT RESOLVED, the City Council does hereby approve the final Map for the Quail Hollow Phase 1, Map, Number 08-008, and hereby directs the City Clerk to file the Final Map with the Lassen County Recorder's office.

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5407 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 2nd day of August, 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

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3. With the conditions and mitigation measures contained in this resolution, the proposed project will not be injurious or detrimental to property or improvements or to the health, safety or general welfare of persons residing in the neighborhood.

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4. This resolution and the conditions herein replaces Exhibit "C" of Planning Commission Resolution No. 05-824 and 05-825.

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BE IT FURTHER RESOLVED, the Planning Commission hereby approves the Planned Development Use Permit and Tentative Subdivision Map Number PD-TSM-08-008 stamped "RECEIVED June 9, 2008 CITY OF SUSANVILLE CALIF.", attached hereto and made a part hereof and labeled Exhibit "B", subject to the following terms, agreements and conditions:

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SITE SPECIFIC CONDITIONS:

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1. The planned development is approved for a 60 lot single family home subdivision at a density of approximately 10 dwellings per acre.

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2. The planned development shall run with the land but may be revoked by the City of Susanville for noncompliance or violation of the terms or conditions imposed herein. The tentative subdivision map expires on August 12, 2010 unless an extension of the map is approved by the Planning Commission.

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3. The subdivision will be under the jurisdiction of the City of Susanville and is subject to the following requirements:

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a. Any type of single family residential dwelling may be located or constructed on the lots (such as manufactured homes, factory built homes or on-site constructed "stick-built" homes). The subdivision is not reserved exclusively for manufactured homes.

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b. Each lot owner must also own the home placed or located thereon.

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c. No lot may be used for habitation within a recreational vehicle.

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d. All homes within the subdivision shall be affixed upon a permanent foundation system.

23
e. All homes within the subdivision shall be assessed as real property.

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f. All homes shall be not less than ten years old at the time of installation, except the developer may require newer homes to be located in the subdivision.

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4. Modifications to the planned development and bulk standards shall be approved through a Planned Development Use Permit rather than a variance.

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5. No home may be placed, leased or sold in the subdivision until the final map is recorded, except for model homes which are allowed with approval of a

Planned Development Use Permit.

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6. Quail Hollow Lane and other common area improvements shall be owned and maintained by the applicant or Homeowner's Association when the law permits it to take control of the subdivision. Maintenance shall include, but not be limited to paving, sealing, striping, snow removal, etc. The street shall be signed as a fire lane except for areas where on-street parking is provided.
 7. A homeowner's association and covenants governing the association and the subdivision shall be created and recorded concurrent with the recordation of the map for the first phase. Documents forming the association and CC&Rs shall be reviewed and approved by the City prior to recordation.
 8. The applicant/owner shall stake the centerline of the emergency access easement through the park and identify encroachments that need to be removed before recordation of the map for the first phase. An open and usable minimum 20-foot wide all weather gravel road to support the weight of a fire truck shall be constructed within the easement on the subject property and through to a paved road within the Pineview Mobilehome park to the north prior to recordation of the map for the second phase.
 9. Snow storage areas in the cul-de-sac shall not block access to the emergency vehicle access road. The emergency vehicle access must be snow plowed and openly accessible at all time for emergency use.
 10. If the emergency vehicle access between the two developments is gated it shall be locked with a Fire Department approved Knox box.
 11. The width of the street, sidewalk and planted areas as shown on approved plans may not be decreased without the issuance of a Planned Development Use Permit.
 12. Recreational vehicle and trailer parking shall be provided in the second or third phase of the development if there is a demonstrated need for it in the first phase.
 13. A detailed site plan depicting all buildings to be placed on a lot and setbacks to property lines, buildings and improvements on adjacent lots and common area, and on-street parking areas and the sidewalk shall be provided prior to approval of a building permit for each lot.
 14. The following bulk and other general standards apply to this subdivision:
Setbacks:
Front: 0' from property line for homes
8' from back of sidewalk for carports (with exceptions - see below)
20' from back of sidewalk for garages
Two parking spaces are required per lot that do not conflict with the sidewalk and on-street parking.
1' overhang allowed into common open space

Interior Side: **5' for all structures**

Exterior (Street) Side: 10' for all structures (lots bordering Paiute Lane)

Rear: 4' for lots on the south side of Quail Hollow Lane

8' for lots on the north side of Quail Hollow Lane (with min. 4' clear area
- no fences or walls)

Lot Coverage: 60%

Height: 1 story or 25'

Minimum lot size: 2,200 square feet

Permitted Uses: Single Family Residences and Accessory Structures

Community Center and Maintenance & Equipment
Storage Yard

Home Occupations with City Permit

Model Homes with a Use Permit

Bulk standards for the community center are typical of the R-2 zone standards
and can be modified through the use permit process

Modifications to the planned development will require the issuance of a
Planned Development Use Permit rather than a variance.

15. The community center as shown on approved plan shall be constructed prior
to recordation of the second phase of development. The general activity room
shall be at least 850 square feet in size and the square footage of the center
shall be at least 1900 square feet. The exterior of the center shall be
landscaped with at least four large deciduous shade trees, at a planted size
of 2-inch caliper, grass and an irrigation system. Additional landscaping, patio
area and lawn furniture may be added to the area. Prior to its construction, the
vacant lot for the community center shall be landscaped and kept free of
weeds and trash.

16. Lot 6, 7 or an alternate lot or area as approved by the City shall be designated
as common area and shall be developed as common usable open space. The
lot shall be landscaped with at least four large deciduous trees, at a planted
size of 2-inch caliper, grass and an irrigation system and the placement of at
least one picnic table, bench or bar-be-que grill. Additional landscaping and
lawn furniture may be added to the area.

17. The maintenance/storage area shall be screened from view with a 6-foot high
sight obscuring fence or wall.

18. A landscape and irrigation plan shall be submitted for review and approval with

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final construction plans. The plan shall include at least the minimum number of trees and shrubs proposed on the approved plans with shrubs from at least 2-gallon size containers and trees from at least 15-gallon size containers. The plan shall include species appropriate for this environment and location.

- 19. Street trees on individual lots shall not be required prior to a Certificate of Occupancy being granted.
- 20. All disturbed common areas of the subdivision not included under roof or for vehicular areas shall be covered with concrete, asphalt, or landscaping with an appropriate weed mat.
- 21. The existing wood fence located along the south property line shall be repaired where necessary to replace weathered, cracked and missing panels and posts. A matching fence shall be extended to the east property line. Additional fence connections may be constructed perpendicular to this fence to prevent trespassing behind the homes in the Monte Vista Subdivision.
- 22. The areas with broken concrete and weeds between the south fence and the block retaining wall shall be repaired and landscaped to prevent weed growth.
- 23. Prior to recordation of the final map for Phase Three, a fence with a gate or bollards allowing pedestrian and bicycle access, but restricting motorized vehicle access onto City owned open space lands shall be installed at the eastern boundary of the project site.
- 24. A detailed plan shall be submitted for review and approval for the retaining wall and fence proposed along the north property line. The height of the fence shall not exceed 6-feet above level ground of the Pineview Mobile Home Park.
- 25. Individual fences on private lots over 3-feet in height (4-foot open fences) shall be set back at least 10-feet from the front property line or the front of the home, if the home is set back from the front property line, to provide adequate sight distance for backing out of driveways.
- 26. If anything more than minor changes are required to lot lines or subdivision features in the design of the utility plan for this development, a Planned Development Use Permit shall be required to modify those features or lot lines.
- 27. On street lighting will be required along Quail Hollow Lane in accordance with standard street lighting requirements, with private ownership and maintenance.
- 28. Any signage for the subdivision shall be as allowed in the R-2 zone district for uses requiring a use permit.
- 29. The City of Susanville will not be involved in the private architectural review of manufactured homes.
- 30. All lots shall be required to have individual trash pickup.

- 1 31. The driveways serving lots 1 and 60 (at the corner of Paiute Lane and Quail
2 Hollow Lane) shall be located on the east half of the lot. No vehicular access
3 shall be allowed to Paiute Lane.
4
5 32. The proposed parallel roadside and perpendicular parking spaces shall be
6 designed to prevent vehicles from encroaching upon a 26-foot wide roadway
7 (from face of curb to face of curb).
8
9 33. The applicant/owner shall be solely responsible for providing a sewer line of
10 adequate capacity to serve this development subject to SSD specifications.

11 **FEES & OTHER CHARGES:**

- 12 34. This development will be subject to fees for the Barry Creek - Highway 139
13 Culvert Replacement Fund (City Council Resolution No. 93-2472) and the
14 Chestnut Street Culvert Replacement Fund (City Council Resolution No. 93-
15 2470).
16
17 35. Prior to issuance of a building permit the owner/applicant shall pay standard
18 fees, including but not limited to, water connection, storage, system source,
19 street, police, fire and school mitigation fees and applicable parkland
20 dedication fees.

21 ***STANDARD CONDITIONS***

22 **GENERAL**

- 23 36. This permit will become null and void if the Phase One Final Subdivision map
24 has not been recorded within two years from the date of adoption of this
25 resolution unless an extension of the life of the permit is approved by the
26 Planning Commission.
27
28 37. The applicant/owner shall indemnify, protect, defend, and hold harmless, the
City, and/or any of its officials, officers, employees, agents, departments,
agencies, and instrumentalities thereof, from any and all claims, demands, law
suit, writs of mandamus, and other actions and proceedings (whether legal,
equitable, declaratory, administrative or adjudicatory in nature), and alternative
dispute resolutions procedures (including, but not limited to arbitrations,
mediations, and other such procedures, collectively "Actions"), brought against
the City, and/or any of its officials, officers, employees, agents, departments,
agencies, and instrumentalities thereof, that challenge, attack, or seek to
modify, set aside, void, or annul, the any action of, or any permit or approval
issued by, the City and/or any of its officials, officers employees, agents,
departments, agencies, and instrumentalities thereof (including actions
approved by the voters of the City), for or concerning the project, whether such
Actions are brought under the California Environmental Quality Act, the
Planning and Zoning Law, the Subdivision Map Act, Code of Civil Procedure
Section 1085 or 1094.5, or any other state, federal, or local statute, law,
ordinance, rule, regulation, or any decision of a court of competent jurisdiction.
It is expressly agreed that the City shall have the right to approve, which

1 approval will not be unreasonably withheld, the legal counsel providing the
2 City's defense, and that applicant shall reimburse City for any costs and
3 expenses directly and necessarily incurred by the City in the course of the
4 defense. City shall promptly notify the applicant of any Action brought and City
5 shall cooperate with applicant in the defense of the Action.

6
7 38. All contractors and sub-contractors involved in the project shall obtain a City
8 of Susanville Business License and maintain said license in force for the
9 duration of the project.

10 39. The requirements of all governmental agencies having jurisdiction by law,
11 including but not limited to the issuance of appropriate permits, shall be met.

12 40. For the purposes of assuring compliance, the applicant, agents,
13 representatives or their assignees agree not to deny or impede access to the
14 subject property by City employees in the performance of their duties.

15 IMPROVEMENT PLANS

16 41. An encroachment permit shall be obtained prior to any work in City right-of-
17 way. Any disturbed curb, gutter or sidewalk shall be restored to City Standards
18 and Specifications as required by the City.

19 42. Offer for dedication to the City the following rights of way and/or construction
20 of the following streets for each Phase to the following City standards:

21 Street name: Paiute Lane

22 Construction limits: from the south property line to the north property
23 line as shown on Exhibit "A"

24 Required standard: Collector

25 Right of way width: 70 feet (unless otherwise approved by the City)

26 Paving width: Construct to City Standard Street Section (S-4) for
27 collector streets (unless otherwise approved by the City.) This road shall
28 be constructed with curb, gutter and sidewalks and paved to match
existing paving.

43. Improvement plans shall be submitted to and approved by the City. All
improvements shall be installed in accordance with said improvement plans
prior to recording of the map unless a subdivision improvement agreement is
entered into.

44. All on-site circulation areas and parking areas shall be paved with asphalt or
concrete in accordance with City Standards and parking lots shall be paved
and striped to City Standards.

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45. Residential structures shall be provided with internally illuminated address marker as per City Ordinance Number 06-0924. All other structures shall be provided with street address markers that are located with respect to the nearest roadway so as to be clearly visible at all times. Numbers shall be a minimum of four inches in height, 3/8" stroke, reflectorized and shall contrast in color with the background. Street address numbers shall be obtained from the City of Susanville Building Department.

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AIR QUALITY

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46. All activities associated with a building site shall be conducted in a manner to minimize fugitive dust emissions through the use of dust palliative agents or the use of water to mitigate offsite impacts.

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GRADING AND DRAINAGE

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47. For projects over one acre in size, the developer shall obtain a National Pollutant Discharge Elimination System permit (NPDES) for construction activity (or comply with a General Permit, SWPPP) in conformance with the Clean Water Act.

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48. Prior to any land alteration activity or issuance of permits for land alteration activities, grading and drainage plans shall include drainage facilities approved by the City adequate to provide for increased surface water runoff and provide filtration for runoff contaminants associated with this project and shall be implemented.

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49. Erosion control measures shall be included on the grading and drainage plans and shall be implemented during construction. Said measures shall include the "North Lahontan Guidelines for Erosion Control" or similar measures as approved by the City.

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50. If the City Engineer requires sand and grease traps/interceptors, they shall be included on the grading and drainage plans and shall be designed to remove contaminants from the project's surface water runoff and be installed to the satisfaction of the City Engineer.

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51. As required by the City Engineer and if necessary, provide drainage easements (and/or drainage releases) from points of concentration of storm water leaving the project boundary through adjoining properties to the nearest natural watercourse or drainage route. The actual location must be approved by the City.

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52. If required by the City, a soils report for all future construction shall be completed by a State registered civil engineer and submitted to the City.

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53. Brush and timber removed during the construction of roads, driveways and building sites shall be removed or otherwise disposed of prior to the final inspection and approval by the City.

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54. If in the course of development, any archaeological, historical, or paleontological resources are uncovered, discovered, or otherwise detected or observed, construction activities in the affected area shall cease and a qualified archaeologist shall be contacted to review the site and advise the City of the site's significance. If the findings are deemed significant by the Environmental Review Officer, appropriate mitigation shall be required prior to any resumption of work on the project.

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UTILITIES

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55. The owner/applicant shall pay the cost for rearrangement, relocation, or removal of any utilities caused by any construction activity, whether inside or outside of the project where such work is a condition of or necessary to serve the project.
56. The applicant shall provide and/or obtain any easements necessary to allow access to the electric connection points and, if necessary, telephone connection points. All relocation or extension of utilities caused by the project shall be at the expense of the developer.
57. A utility plan shall be submitted to the City for review and approval of the affected Utility Providers, and the City
58. All new or relocated utility lines shall be placed underground and easements shall be provided if required.
59. All undergrounding of utilities shall be completed prior to paving of streets and circulation and parking areas.

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WATER AND NATURAL GAS

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60. The applicant/owner shall comply with all necessary requirements of the City of Susanville to show that there is sufficient water supply and pressure in the development's water system to meet minimum fire flow requirements of the California Fire Code. This may include, but is not limited to, on-site and off-site improvements to the City's water supply system, sprinkler systems, looped lines or other water system improvements.
61. Water supply main lines, meters, appurtenant facilities, and service connections to the site shall be installed in accordance with the construction and testing standards of the City of Susanville and improvement plans for said facilities shall be approved by the City prior to the issuance of building permits.
62. The developer shall pay all inspection, capital improvement and facilities fees, connection, and other capacity charges or fees as established by the operating entity for the water supply, natural gas, electric facilities and wastewater collection facilities.
63. All natural gas mains and service lines and appurtenances for the proposed project will be installed by the City of Susanville or its qualified contractor at

1 the expense of the Developer and to City Construction Standards. Gas line
2 trenching will be provided by the developer and can be a common trench with
3 water per City Standards.

- 4 64. All stub-to-building natural gas connections will be at the expense of the
5 developer, the cost may be offset by providing a home appliance inventory,
6 trenching and backfilling per City Standards.

7 **FIRE**

- 8 65. Comply with Article 34 and Article 22 of the California Fire Code 2007 edition
9 to protect against potential spill emergencies. And submit any of the
10 requirements of Article 34 and Article 22 to the City of Susanville for review
11 and approval by various City Departments prior to the issuance of a building
12 permit.

- 13 66. The project shall have an internal vehicle circulation system to permit access
14 by fire vehicles to all points of proposed structures said circulation system shall
15 be approved by the Fire Chief of the City of Susanville.

- 16 67. The project shall meet all requirements of the City of Susanville and the Fire
17 Chief.

- 18 68. Meet the fire and life safety requirements of the Fire Department prior to the
19 issuance of a Certificate of Occupancy by the City.

20 **SEWER**

- 21 69. The Susanville Sanitary District (SSD) shall be contacted before final design
22 plans are submitted for a building permit.

- 23 70. Owner/developer shall comply with all Susanville Sanitary District
24 requirements.

25 **ELECTRIC**

- 26 71. Contact Lassen Municipal Utility District before construction or any electrical
27 design is started for the project and comply with LMUD standards and
28 specifications. All utility lines shall be placed underground.

LANDSCAPING

72. Prior to issuance of a building permit for a particular phase, an irrigation and
landscaping plan for that phase (including the placement of trees and shrubs
and the types and sizes) shall be submitted to the Community Development
Department for approval.

73. Landscaping shall be provided per Section 17.96.040 of the City of Susanville
Municipal Code, except as modified by conditions within this resolution and
installed per approved plan for the project site. The species and size of trees

and other plantings shall be identified on the plans.

1 74. The landscape and irrigation improvements identified in the approved plan
2 shall be installed prior to the issuance of a Certificate of Occupancy unless
3 otherwise provided for.

4 75. All landscaping shall be maintained in a healthy and growing condition.

5 **SOLID WASTE**

6 76. Outdoor trash storage and collection facilities shall be enclosed by a solid
7 masonry wall or view-obscuring fence at least one foot higher than the trash
8 container, except for pick up on individual lots.

9 **LIGHTING**

10 77. A lighting plan shall be submitted that shows the location, height, type and
11 spread of parking lot lighting on the site. All lighting shall be downward
12 directional and include full cut-off fixtures to protect the Susanville night sky
13 and adjacent parcels from unsightly glare. New on-site lighting shall conform
14 to Section 17.96.050 of the City of Susanville Municipal Code.

15 **SIGNAGE**

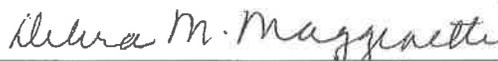
16 78. All new signs shall be in accordance with the Susanville Sign Ordinance. The
17 design of all signs shall be approved by the Community Development Director
18 prior to installation.

19 APPROVED:



Beth Bennett, Chairperson
Planning Commission
City of Susanville, State of California

20 ATTEST:



21 Debra M. Maggnetti, CMC/City Clerk
22 Secretary to the Planning Commission

23 The foregoing resolution was introduced and adopted at a regular adjourned meeting
24 of the Susanville Planning Commission held on the 12th day of August, 2008 by the
25 following vote:

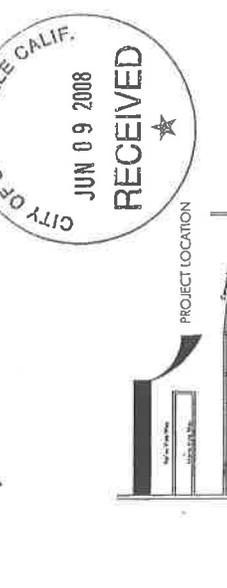
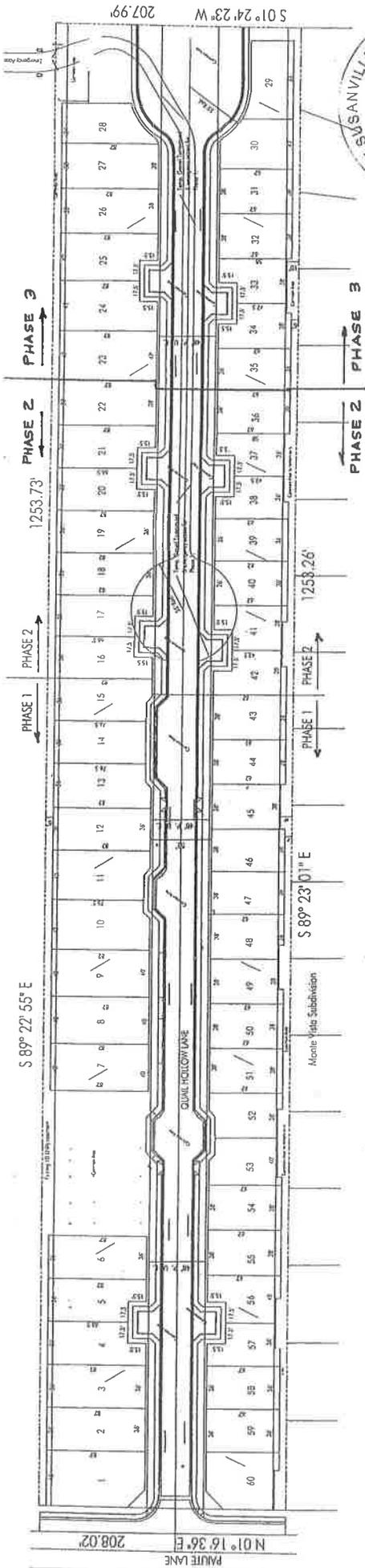
26 AYES: Jambois, Stark, Dowdy, Bennett

27 NOES: None

28 ABSENT: None

ABSTAIN: None


Debra Maggnetti, CMC/City Clerk
Secretary to the Planning Commission



Planning Commission Resolution Number: 08-910
 TENTATIVE SUBDIVISION MAP
 QUAIL HOLLOW
 SENIOR RESIDENCE PROJECT
 IN THE NW/4 OF THE NW/4 OF SEC. 29, T20N, R12E, M2M
 WHITE LANE, SAN ANGELO, TEXAS
 PROJECT PREPARED BY
 SLOAN/C&C CONSULTANTS
 P.O. Box 1210
 San Angelo, TX 76901-0120
 Rev. 8/18/05
 Rev. 8/11/05
 Rev. 7/26/05
 June 4, 2005

PROJECT DATA
 UTILITIES: WATER, SEWER, GAS, CABLE, TELEPHONE, FIBER OPTIC, SLOAN/C&C CONSULTANTS
 FIRE PROTECTION: SAN ANGELO FIRE DEPARTMENT
 PROJECT ENGINEER: SLOAN/C&C CONSULTANTS
 OWNER/DEVELOPER: Monte Vista Subdivision
 ASSESSOR'S PARCEL NO.: 44-01-18-10-11-11-11
 ZONING: S.U. (SINGLE-UNIT RESIDENTIAL)
 PARKING SPACES PROVIDED: 32 SPACES
 STUDY REFERENCE: 8/9/2008 21:52:22 PM

PROJECT AREAS

TYPE OF AREA	SIZE OF AREA
Lot Area	10,272 sq. ft. (0.23 ac)
Typical Lot Area	17,143 sq. ft. (0.39 ac)
Typical Lot Area	17,143 sq. ft. (0.39 ac)
Typical Lot Area	17,143 sq. ft. (0.39 ac)
Typical Lot Area	17,143 sq. ft. (0.39 ac)



PROJECT NOTES
 1. A Home-Owners Association will be formed that will be responsible for the maintenance and operation of all the facilities within the common area including snow removal from the street.
 2. All lots will be individually served by all underground utilities.
 3. Covenants, Conditions and Restrictions will be recorded and enforced.

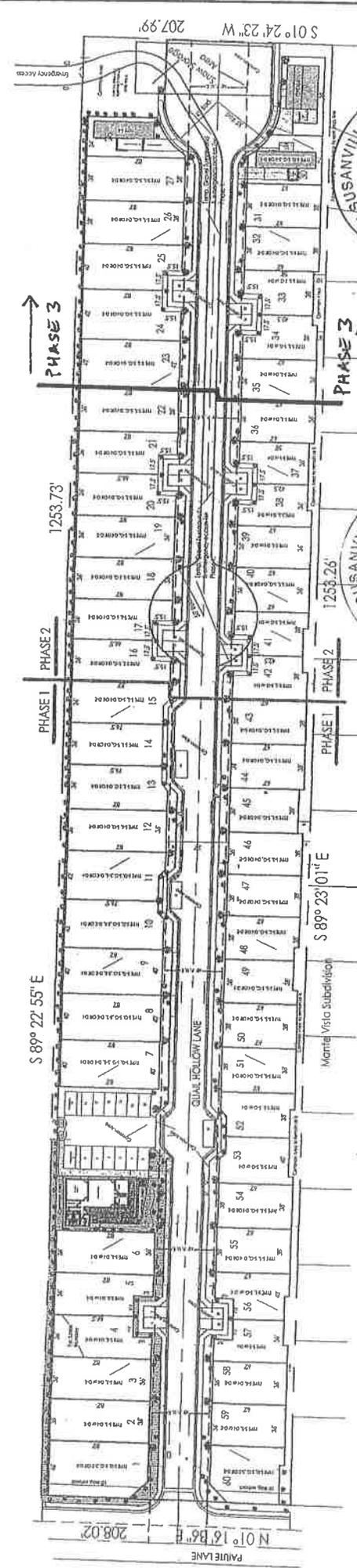
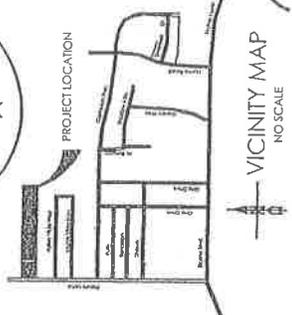


Exhibit Number: 08-910
 Planning Commission Resolution Number: 08-910

CITY OF SAN ANTONIO, TEXAS
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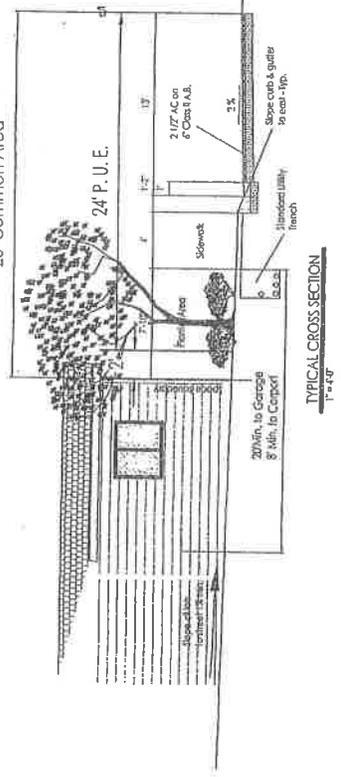
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LANDSCAPING LEGEND

SYMBOL	TYPE	SIZE	NO.
[Symbol]	Panoramic Tree	5 Gal.	80
[Symbol]	Incense Cedar	5 Gal.	60
[Symbol]	Colorado Blue Spruce	5 Gal.	40
[Symbol]	Evergreen shrub	1 Gal.	240
[Symbol]	Lawn		
[Symbol]	Rocked area		

Direction of drainage



PLANNED DEVELOPMENT PLAN
 QUAIL HOLLOW
 SENIOR RESIDENCE PROJECT
 IN THE NW 1/4 OF THE SW 1/4 OF SEC. 28, T. 120N., R. 17E., M. 04N.
 PAVANE LANE, SAN ANTONIO, TEXAS

Project Proponent
 P.O. Box 130
 San Antonio, TX 78213

Rev. 8/16/05
 Rev. 6/16/05
 Rev. 7/28/05

PROJECT DATA

OWNER/DEVELOPER
 LITTLEFIELD INVESTMENTS
 P.O. Box 110
 San Antonio, TX 78213

UTILITIES
 NORTH SAN ANTONIO UTILITIES
 POWER-CRENS COOPERATIONS
 CABLE/TELEPHONE
 WATER-CITY OF SAN ANTONIO
 SEWER-SAN ANTONIO WATER DISTRICT

LOCATION
 1/4 SECTION 28, T. 120N., R. 17E., M. 04N.

FIRE PROTECTION
 SAN ANTONIO FIRE DEPARTMENT

ASSESSOR'S PARCEL NO.
 44-011-100-10-11 & 12

PROJECT ENGINEER
 MCCOY ASSOCIATES
 P.O. Box 130
 San Antonio, TX 78213

ZONING
 R.S. 70 - MANUFACTURED HOUSING, BULKY
 R.S. 70 - MANUFACTURED HOUSING, BULKY
 PAVING SPACES PROVIDED
 20' x 11' x 21' - 46' x 20' x 11' x 21'

PROJECT AREAS

TYPE OF AREA	SIZE OF AREA	PERCENTAGE
Lot Area	262,728 sq. ft. (5.97 ac.)	100%
Impervious, Open lot area	34,778 sq. ft. (0.79 ac.)	13.2%
Impervious, Open lot area	35,747 sq. ft. (0.81 ac.)	13.6%
Impervious, Open lot area	8,328 sq. ft. (0.19 ac.)	3.2%
Impervious, Open lot area	13,128 sq. ft. (0.30 ac.)	5.0%

PROJECT NOTES

1. Position of Paving, curbs, and storage sheds are determined by the floor plan of the Manufactured Home.
2. Sites given for Manufactured Home are maximum allowed by that space. If shorter than max. the front should be moved toward the rear.
3. Units can be flipped if better privacy can be obtained.
4. All carports, patio covers, and storage sheds will be constructed on-site and structurally dependent on the manufactured home.
5. All manufactured homes and accessories will have 1" min. roof overhangs.
6. All trees & shrubs will be irrigated w/ drip. Lawns will be sprinklered.

SHEET 6 OF 6

Environmental Checklist Form

1. **Project Title:** Quail Hollow - Senior Manufactured Home Subdivision - General Plan Amendment, Planned Development Rezone, Tentative Subdivision Map GZ-PD-TSM 05-008

2. **Lead Agency Name and Address:**

City of Susanville
66 North Lassen Street
Susanville, CA 96140

3. **Contact Person and Phone Number:**

Bill Nebeker, Community Development Director
530-252-5114

4. **Project Location:**

East side of Paiute Lane, approximately 100 feet north of Valley Vista Way
Assessor's Parcel Number: 101-170-10, 11 & 12

5. **Project Sponsor's Name and Address:**

Larry & Reta Standiford
StoneCo Construction
PO Box 1210
Susanville, CA 96130

Representative:

Everd McCain
McCain Associates
PO Box 448
Susanville, CA 96130

6. **General Plan Designation:** Duplex-Tri-Plex

7. **Zoning:** R-3 PD

8. **Description of Project: (Describe the whole action involved, including but not limited to later phases of the project, and any secondary, support, or off-site features necessary for its implementation. Attach additional sheets if necessary).** The applicant is proposing a General Plan Amendment and Rezone to a Planned Development, and a Tentative Subdivision Map to allow for the division of a 6-acre parcel into 60 lots for a manufactured home subdivision for seniors. The proposal includes a 2200 square foot community center with a 12 space parking lot. Access to the subdivision will be from a private street that ends in a cul-de-sac off Paiute Lane. An emergency vehicle access road will be provided through the trailer park to the north as secondary access to the site. The site is located on the previously approved and partially constructed Quail Hollow Planned Development site that was approved several years ago for 60 residential condominiums. Most of the infrastructure for the first phase of development, which is about half the length of the cul-de-sac, has been installed.

This includes sewer, water, natural gas, some electric, storm sewers and curbs and gutters and some paving. A wooden screen fence has been installed on the downhill side of the development.

Density of the project is 10 dwellings per acre which is consistent with the existing Duplex-Tri-Plex land use designation of the General Plan; however this designation does not allow single family dwellings and hence the requirement to amend the General Plan to a Planned Development. The impacts to the site and surrounding area are deemed to be similar in nature to the impacts from the previously approved Quail Hollow project.

	Land Use & Setting	Zoning
North	Mobile Home Park	MHP (Mobile Home Park)
South	single family dwellings	R-1 (Single Family Residential)
East	open space - vacant	O-S (Open Space)
West	single family dwellings (large lots)	R-1 (Single Family Residential)

9. **Surrounding Land Uses and Setting:** The site has been graded relatively flat, but drains to the southeast to West Barry Creek. The only vegetation on the site is weeds and grasses that have grown onto the site since the parcel was graded in the 90s.
10. **Other Public agencies whose approval is required.**
None other than stormwater permits and standard City agencies and utility providers.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages:

- | | | |
|--|---|---|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agricultural Resources | <input type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Geology/Soils |
| <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality | <input type="checkbox"/> Land Use/Planning |
| <input type="checkbox"/> Mineral resources | <input type="checkbox"/> Noise | <input type="checkbox"/> Population/ Housing |
| <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation | <input type="checkbox"/> Transportation/Traffic |
| <input type="checkbox"/> Utilities/Service Systems | <input type="checkbox"/> Mandatory Findings of Significance | |

DETERMINATION: (To be completed by the Lead Agency)

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Bill Nebeker
Signature

6-28-05
Date

Bill Nebeker, Community Development Director
Printed Name

The City of Susanville
For

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parenthesis following each question. A "No Impact" answer is adequately supported if the references information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g. the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level indirect as well as direct, and construction as well as operational impacts.

- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that the effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measure, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from "Earlier Analysis," as described in (5) below, may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063 (c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to less than significant.

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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1. AESTHETICS – Would the project:				
a) Have a substantial adverse effect on a scenic vista?				■
The project is not located within a designated scenic vista. Source: Susanville General Plan				
b) Substantially damage scenic resources, including, but not limited to, trees rock outcroppings, and historic buildings within a state scenic highway?				■
Paiute Lane, which is located adjacent to this site, is not designated as a scenic highway. The site has previously been graded relatively flat. Source: General Plan and Caltrans Scenic Highway System				
c) Substantially degrade the existing visual character or quality of the site and its surroundings?				■
The site is currently a vacant, weed filled lot. Construction on the site will improve its visual quality rather than degrade it. Source: Site Visit				
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?			■	
The proposed project will not create substantial light or glare. This project will produce new sources of light and glare from street lights, parking lot lights and building lights which will be shielded to protect the night sky but will not significantly affect views of the night sky in the area. Source: Site Visit and Susanville Zoning Ordinance				
2. AGRICULTURE RESOURCES: In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California agricultural Land Evaluation and Site Assessment Model (1977) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. Would the project:				
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				■
The Farmland Mapping and Monitoring Program in the California Resources Agency, Department of Conservation maintains detailed maps of these and other categories of farmland. The areas involved in the proposed project are not considered prime farmland, nor are they considered farmland of any kind. Source: California Resources Agency				

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?				■
<p>The proposed project will not conflict with existing zoning for agricultural use, or a Williamson Act contract. Source: Lassen County Community Development Department</p>				
c) Involve other changes in the existing environment which, due to their location or nature, could individually or cumulatively result in conversion of Farmland, to non-agricultural use?				■
<p>The proposed project will not involve other changes in the existing environment which, due to their location or nature, could individually or cumulatively result in conversion of Farmland, to non-agricultural use. Source: Site Visit</p>				
<p>3. AIR QUALITY: Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:</p>				
a) Conflict with or obstruct implementation of the applicable air quality plan?				■
<p>Air quality in the Lassen County air basin is considered good in comparison with other areas. However, as growth occurs a corresponding degradation of air quality may result. The Lassen County Air Pollution Control District applies air pollution rules and regulations to all major stationary sources located in the Susanville area. None of the uses proposed for the site are considered major stationary sources for air pollution. Source: Lassen County Air Pollution Control District</p>				
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation:				■
<p>The proposed project will not violate any air quality standard or contribute substantially to an existing or projected air quality violation. Source: Lassen County Air Pollution Control District</p>				
c) Result in a cumulatively considerable net increase of any criterial pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?				■

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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The proposed project will not result in a cumulative net increase of any criterial pollutant for which the pro project region is non-attainment under an applicable federal or state ambient air quality standard.
 Source: Lassen County Air Pollution Control District

d) Expose sensitive receptors to substantial pollutant concentrations?				■
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The proposed project will not expose sensitive receptors to substantial pollutant concentrations.
 Source: Lassen County Air Pollution Control District

e) Create objectionable odors affecting a substantial number of people?				■
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The proposed project will not create objectionable odors affecting a substantial number of people.
 Source: Site Visit and Project Description

4. BIOLOGICAL RESOURCES – Would the project:

a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?			■	
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The site is located on a previously graded and partially developed lot sandwiched between three developed urban uses and is not the site of any significant population of species. There are no known endangered species at the site, nor is there any special habitat for endangered species in the project area.
 Source: Site Visit.

b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of fish and Game or U.S. Fish and wildlife Service?				■
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There are no riparian habitat or other sensitive natural communities located on the site.
 Source: Site Visit

c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, march, vernal pool, coastal, etc) through direct removal, filling, hydrological interruption, or other means?				■
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Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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<p>There are no wetlands on the project site. Source: Site Visit</p>				
<p>d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?</p>			■	
<p>The site is already heavily impacted by previous grading and noise from developed parcels on three sides. These impacts have driven away many species from this site. Proposed development has little possibility of interfering with the movement of wildlife species. Source: Site Visit and Susanville General Plan</p>				
<p>e) Conflict with any local policies or ordinances protecting biological resources, such as tree preservation policy or ordinance?</p>				■
<p>The proposed project will not conflict with any local policies or ordinances protecting biological resources. There are no trees located on the site. Source: Site Visit and Susanville General Plan</p>				
<p>f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community conservation Plan, or other approved local, regional, or state habitat conservation plan?</p>				■
<p>The proposed project will not conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community conservation Plan, or other approved local, regional, or state habitat conservation plan? There are no known such plans that affect this area. Source: Site Visit and Susanville General Plan</p>				
<p>5. CULTURAL RESOURCES – Would the project?</p>				
<p>a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?</p>				■
<p>There are no known historical resources as defined in §15064.5 on the project site. The site has been previously graded and disturbed. Any historical resources that were on the site would have been located at the time of disturbance. Source: Site Visit</p>				
<p>b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?</p>				■
<p>Due to previous grading of the site there could not be any significant cultural resource sites located on the parcel. Source: Site Visit</p>				

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				■
d) Disturb any human remains, including those interred outside of formal cemeteries?				■
<p>Discussion for 5. c) and d). There are no known archaeological sites on the subject property. A standard requirement for grading or construction will require that if anything is discovered that work will stop and proper authorities will be notified. Also see discussion for 5b. Source: Site Visit</p>				
6. GEOLOGY AND SOILS – Would the project?				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to division of Mines and Geology Special Publication 42.			■	
<p>According to the City of Susanville General Plan: The California Division of Mines, on its Fault Map of California, indicates that Susanville is located in the Honey Lake Fault Zone. The map shows four quaternary faults. The site is bisected by an inactive Pre-Quaternary fault that runs northwest/southeast through the site. The fault is more than 1.8 million years old and is considered inactive. The project site is not located within an earthquake fault hazard zone (Alquist Priolo Special Study Zone). The project site is located in seismic hazard zone 3 and will be subject to the applicable provisions of Chapter 16 of the Uniform Building Code. Source: Susanville General Plan, Uniform Building Code</p>				
ii) Strong seismic ground shaking?			■	
<p>A major seismic event on the Pre-Quaternary fault that runs through this site could cause moderate to high ground shaking but it is considered less than significant for the type of one-story construction that will likely occur on these lots. All construction on site must meet minimum building requirements for Seismic Zone 3. Source: Susanville General Plan and Uniform Building Code</p>				
iii) Seismic-related ground failure, including liquefaction?				■
<p>Due to the nature of materials underlying the site and depth to groundwater, liquefaction is highly unlikely at the site. Source: Site Visit</p>				
iv) Landslides?				■
<p>Is there is no potential for landslides occurring on this site. Source: Site Visit</p>				

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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b) Result in substantial soil erosion or the loss of topsoil?			■	
<p>A retaining wall has been installed on the downhill side of the site to stabilize it from erosion or loss of topsoil. Additional measures are proposed by the applicant to protect downhill properties and the integrity of this site. Source: Site Visit</p>				
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or-off-site landslide, lateral spreading, subsidence, liquefaction or collapse?				■
<p>No impact. Source: Site Visit</p>				
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?				■
<p>No impact. Source: Site Visit</p>				
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?				■
<p>No impact. Sewer is available to serve the development. Source: Susanville General Plan and Susanville Consolidated Sanitary Dis</p>				
<p>7. HAZARDS AND HAZARDOUS MATERIALS – Would the project:</p>				
a) Create a significant hazard to the public or the environment through the routine transport, use or disposal of hazardous materials?				■
<p>None of the uses proposed for the site require the transport of these materials in quantities to be hazardous to the public. Source: Susanville General Plan</p>				
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?				■
<p>None of the uses proposed for the site require materials in quantities to be hazardous to the public. Source: Susanville General Plan</p>				

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?				■
None of the uses proposed for the site emit hazardous emissions or handle hazardous materials in quantities to be hazardous to the public or schools. Source: Susanville General Plan				
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				■
The site has not been identified as one which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.				
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				■
No impact. The site is not located within two miles of a public airport. Source: Susanville General Plan				
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				■
No impact. The site is not located within the vicinity of a private airstrip. Source: Susanville General Plan				
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				■
No Impact Source: City of Susanville Police and Fire Departments and Lassen County Office of Emergency Services				
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?			■	

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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The proposed project has a less than significant impact on exposing people or structures to wildland fires. The site is not located within an area deemed to have a high potential for a wildland fire. Only the easternmost portion of the site, which is only 200-feet wide, is adjacent to vacant land which has a potential for a wildland fire. A fire break of between 20 and 70-feet has been incorporated into the design of the project.

Source: Site Visit and Susanville General Plan

8. HYDROLOGY AND WATER QUALITY – Would the project:

a) Violate any water quality standards or waste discharge requirements?

		■	
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Less than significant. The applicant has agreed to adhere to Lahontan Regional Water Quality Control Board water quality standards and wastewater discharge requirements. As a standard condition of city approval, stormwater plans will be incorporated into approved plans.

Source: Lahontan Regional Water Quality Control Board (LRWQCB).

b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local ground water table level (e.g., the production rate of pre-existing nearby wells would drip to a level which would not support existing land uses or planned uses for which permits have been granted)?

		■	
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The proposed project will not deplete any groundwater supplies or will not interfere substantially with groundwater recharge. Areas of permeable surfaces will remain on the site.

Source: Project Description and Site Visit

c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?

		■	
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The site has been graded relatively flat, but drains to the southeast. The natural drainage pattern has already been altered with improvements. An underground storm sewer system has been installed on the west half of the site. The system empties into an open ditch that runs along the south side of the development and eventually runs into West Barry Creek. Construction of impervious areas will increase both the rate and amount of runoff from the site. Although not expected to be a significant issue, siltation of local waterways could occur during construction of the project and until the project site is fully stabilized from erosion. Impacts to adjacent properties and adjacent drainage ways will be reduced to a level that is less than significant with the incorporation of Low Impact Development techniques into the development. With open space/common area surrounding the improved lots, there are opportunities to incorporate LID techniques into the project. The applicant has also agreed to treat and remove sediments and pollutants before they run off into

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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<p>West Barry Creek. As a standard condition of approval the applicant/developer will also be required to obtain a National Pollutant Discharge Elimination System Permit for construction activity and to develop pre- and post-project Best Management Practices for onsite storm water management, both during and following construction, to prevent adverse effects of the project to water quality. Source: Project Description, Susanville General Plan and LRWQCB</p>				
<p>d) Create or contribute runoff water which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff?</p>			■	
<p>With the incorporation of LID techniques, the impact to existing or planned storm water drainage systems is reduced to a less than significant impact. Source: LRWQCB</p>				
<p>e) Otherwise substantially degrade water quality?</p>			■	
<p>Less than significant as described in sections a-d above. Source: LRWQCB</p>				
<p>f) Place housing with a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary of Flood Insurance Rate Map or other flood hazard delineation map?</p>				■
<p>No impact. The project is located in Zone X. Source: Flood Insurance Rate Map #060092 0951B September 4, 1987.</p>				
<p>g) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?</p>				■
<p>No impact. The project is located in Zone X. Source: Flood Insurance Rate Map #060092 0951B September 4, 1987.</p>				
<p>h) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?</p>			■	
<p>The site is located high on a hill with a less than significant impact from runoff and no impact from flooding as a result of a failure of a levee or dam. Source: Site Visit</p>				
<p>i) Inundation by seiche, tsunami, or mudflow?</p>				■
<p>No impact. Source: Site Visit</p>				
<p>9. LAND USE AND PLANNING – Would the project:</p>				
<p>a) Physically divide an established community?</p>				■

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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<p>No impact. The proposed project is located on a site previously approved for construction of a similar project. The site is a vacant infill lot and hence will not physically divide a community. Source: Site Visit</p>				
<p>b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?</p>			■	
<p>With approval of a General Plan Amendment and Rezone to a Planned Development and a Tentative Subdivision Map the proposed project will be consistent with the Susanville General Plan 1990-2010 and Zoning and Subdivision Ordinance. Source: Susanville General Plan and Zoning Ordinance</p>				
<p>c) Conflict with any applicable habitat conservation plan or natural community conservation plan?</p>				■
<p>The project does not conflict with any applicable habitat conservation plan or natural community conservation plan. Source: Susanville General Plan</p>				
<p>10. MINERAL RESOURCES – Would the project:</p>				
<p>a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?</p>				■
<p>There are no known mineral resources on or near this property. Source: Project Description</p>				
<p>b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan other land use plan?</p>				■
<p>No impact. Source: Susanville General Plan and Site Visit</p>				
<p>11. NOISE – Would the project result in:</p>				
<p>a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?</p>			■	
<p>No uses proposed on the site will generate significant amounts of noise, nor are there noisy land uses nearby. Source: Site Visit and Project Description</p>				
<p>b) Exposure of persons to or generation of excessive ground borne vibration or ground borne noise levels?</p>			■	

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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The project will have a less than significant impact on persons due to the generation of ground borne vibration or noise levels. Source: Project Description				
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?			■	
The project will produce a less than significant permanent increase in ambient noise levels in the project vicinity above levels existing without the project. Source: Project Description				
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?			■	
The project will produce a less than significant temporary increase in ambient noise levels in the project vicinity above levels existing without the project. Source: Project Description				
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within tow miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				■
No impact. Source: Susanville General Plan				
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				■
No impact. Source: Susanville General Plan				
12. POPULATION AND HOUSING – Would the project:				
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?			■	
The project proposes to provide housing for senior residents in the Susanville area. Housing in and of itself does not induce population growth unless an area is a bedroom community of a larger community nearby, which is not the case for the City of Susanville. Population growth is not induced indirectly either because utilities and road improvements have already been extended to this parcel. Source: Project Description and Site Visit				
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?				■

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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No impact. No housing is displaced. Source: Project Description				
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?				■
No impact. No people will be displaced. Source: Project Description				
13. PUBLIC SERVICES				
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?			■	
The project will not result in substantial adverse physical impacts. The project will require fire protection. According to the City of Susanville Public Works Department there is sufficient water supply and pressure for this site. The project is an extension of urban development within the city which is expected and encouraged. See "b" for additional information. Source: Site Visit and Susanville Public Works and Fire Departments				
Police Protection?			■	
New development increases the demand and the need for street maintenance and fire and police protection services within the City of Susanville. The City has conducted a study of the impacts of new development on these services. The study, entitled "Police, Fire and Street Maintenance Facilities Mitigation Analysis" prepared by the Abby Group, Inc. sets forth a relationship between new development, facilities needed to accommodate new development and the estimated cost for improvement of these facilities. Based upon the study, the City of Susanville has adopted capital facility impact fees to offset the street maintenance and fire and police protection impacts resulting from the construction of new structures within the City. The capital facility impact fees mitigate the project's potential impacts related to street maintenance and fire and police protection to a less than significant level. Source: Police, Fire and Street Maintenance Facilities Mitigation Analysis				
Schools?			■	
The project is proposed as a Senior Residence Manufactured Home Subdivision. However even in the event that children are generated from this site, the City's school system is in a trend of declining enrollment and there is capacity at local schools. Source: Project Description and Susanville School District				
Parks?			■	

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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The proposed project will have a less than significant impact on the City's park system. Mitigation impact fees in-lieu of dedication of park open space will be paid to supplement the City's park system from any residential dwellings that are constructed on the site.
 Source: Susanville Municipal Code

Other public facilities?			■	
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Other public facilities may be impacted by this development. Contributions to the City's property tax, sales tax and other fees and taxes as a result of development on this project will offset negative impacts to a less than significant level.
 Source: Project Description

14. RECREATION

a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?			■	
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The increased usage of parks from residents of the 60 homes that will be built on this project will produce a less than significant impact on the City's recreational system, especially considering that the housing is for senior citizens. Source: Project Description

b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?			■	
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The project includes recreational facilities associated with a community center that will be built within the development. The facilities are small scale in nature and are not expected to have an adverse physical effect on the environment. Source: Project Description

15. TRANSPORTATION / TRAFFIC -- Would the project:

a) Cause an increase in traffic which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersection)?			■	
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Paiute Lane, a collector street per the City General Plan Land Use and Circulation Map serves as the only street that accesses the project. A traffic study prepared for an earlier proposal on this site determined that streets and intersections that will likely be used for residents of this development have capacity to handle the increased traffic from this site, in addition to other development planned for the Skyline area. In addition, the project will be assessed Traffic Impact Mitigation Fees to off-set impacts to roads and streets, including impacts to the State Highway System at Skyline and Highway 139. Source: Susanville General Plan and Police, Fire and Street Maintenance Facilities Mitigation Analysis

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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b) Exceed, either individually or cumulatively, a level of service standard established by the county congestion management agency for designated roads or highways?			■	
No specific level of service (LOS) standards have been established by the City of Susanville, however traffic studies have determined that typical LOS standards are not being exceeded. See 15a for additional information. Source: Susanville General Plan and Traffic Study prepared by LSC Transportation Consultants, September 24, 2003.				
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				■
No impact to air traffic patterns. Source: Susanville General Plan				
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				■
The proposed project does not substantially increase hazards to a design feature or incompatible uses. Access from the site to various locations in the city can be accomplished by several different travel routes after traffic leaves Paiute Lane. Source: Site Visit and LSC Traffic Study				
e) Result in inadequate emergency access?			■	
The proposed project will have adequate emergency access. The main access to the site is from Paiute Lane and a secondary emergency vehicle access has been acquired through adjacent property. Development of this site will improve access on the adjacent site by constructing the emergency vehicle access through this property. Source: Fire Code and Project Description				
f) Result in inadequate parking capacity?				■
Parking must be provided as required by code. Source: Susanville Zoning Ordinance and Project Description				
g) Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?				■
The proposed project does not conflict with adopted policies that support alternative forms of transportation. Source: Susanville General Plan				
16. UTILITIES AND SERVICE SYSTEMS – Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?				■

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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The proposed project will not exceed wastewater treatment requirements of the Lahontan Region.				
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				■
The Susanville Consolidated Sanitary District is currently expanding their wastewater facilities and have sufficient capacity to handle the increased wastewater generated by this development.				
c) Require or result in the construction of new storm water drainage facilities, the construction of which could cause significant environmental effects			■	
The construction of new stormwater drainage facilities will be on-site and are small in nature, not creating an overall significant impact to the environment.				
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?				■
The City of Susanville has sufficient water supplies available to serve this project.				
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?				■
According to the Susanville Consolidated Sanitary District there is sufficient capacity to serve the needs of this development.				
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?				■
The project is served by a landfill with sufficient capacities.				
g) Comply with federal, state, and local statutes and regulations related to solid waste?				■

Issues and Supporting Information Sources	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less Than Significant Impact	No Impact
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17. MANDATORY FINDINGS OF SIGNIFICANCE

<p>a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major period of California history or prehistory?</p>			■	
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Due to its size, scale, and location the project does not have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major period of California history or prehistory to a level that is significant.

<p>b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?</p>			■	
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The project does not have impacts beyond a level of less than significant that are individually limited but cumulatively considerable that exceed the means to be mitigated through existing policies, programs, fees and other methods.

<p>c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?</p>			■	
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With the standard conditions of approval which are required of all city project, as described above, the project’s adverse effects will be reduced to a less than significant level

Reviewed by: City Administrator
 City Attorney

- Motion Only
- Public Hearing
- Resolution
- Ordinance
- Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Diamond Mountain Men's Golf Club Fee Waiver Request

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Diamond Mountain Men's Golf Club is hosting their 44th Annual Member Guest Golf Tournament on August 4-6, 2017 at the Diamond Mountain Golf Course. Proceeds from the tournament help to fund scholarships for Lassen High School graduating seniors. The Club is requesting a fee waiver for use of the restaurant facilities. The usage of the facility including the kitchen is \$175.00, with a \$100 refundable deposit.

FISCAL IMPACT: \$175 in unrecognized Facility Use fees

ACTION REQUESTED: Motion to waive the usage fees for the Diamond Mountain Golf Course Restaurant Facility on August 4-6th for the Diamond Mountain Men's Golf Club Golf tournament

ATTACHMENTS: Letter of request



David Martin
President

Kim Erb
Vice President

July 26, 2017

Dear City of Susanville Council Members,

The Diamond Mountain Men's Golf Club will be hosting their 44th annual Member Guest Golf Tournament on August 4th – 6th, 2017. Proceeds from this golf tournament help fund our Lassen High School Scholarships each year and also allow us to make donations to the Lassen High School golf programs. At this time we are requesting a waiver for the \$175 restaurant rental cost for the tournament. Out of town guests green fees, tee prizes through the pro-shop, and tournament prizes through the pro-shop will generate about \$10,000 this weekend for the Diamond Mountain Golf Course and the City of Susanville.

We would like to thank you for your time and consideration. If you have any questions, please feel free to contact our Men's Club President or Tournament Co-Chairman.

Thank you,

David Martin
President / Tournament Co-Chair
Diamond Mountain Men's Golf Club
(530)310-3109

Kim Erb
Vice President/Tournament Co-Chair
Diamond Mountain Men's Golf Club
(530)310-1507

AGENDA ITEM NO. 13A

Reviewed by: City Administrator
 City Attorney

 Motion only
 Public Hearing
 Resolution
 Ordinance
 X Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: August 2, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Administrative Services Update

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: An update will be provided to City Council regarding the activities in the Administrative Services Department.

FISCAL IMPACT: None.

ACTION REQUESTED: Information only.

ATTACHMENTS: Administrative Services Update.



ASSETS

- 4 Facilities
 - City Hall
 - Golf Course
 - Historical Plaza
 - Susanville Municipal Airport
- 147 Park Acres
- 415 Property Acres (including Golf Course & Airport)
- Various Maintenance Equipment

Completed Projects Administrative Support

- Restructured Airport Ground Lease
- Chamber Home, Garden and Outdoor Recreation Show: Promoted City Clean-Up and Swimming Pool
- City Clean-Up: 50 participants and 6 cubic yards of trash removed
- Pool Ribbon Cutting Ceremony

Current/Upcoming Projects Administrative Support

- Airport PAPI Project
- Airport - AIP 15 & 16
- City Hall Repainting Project
- Southeast Gateway Project Development
- Implementation of Regional Water Management Plan and Grant Funds
- Sustainable Communities Grant Administration
- Reestablish HOME Program
- HLVRA Pool - Administrative & Operational Services
- Riverside Park Project (NOFA funded)
- Cameron Park Project
- Shooting Range
- Annual CDBG Residency Verifications & Compliance Checks

Administrative Services



HUMAN RESOURCES SUMMARY

- New Hires (since March 2017)
 - Quincy McCourt
 - Alex McElrath
 - Marci Rojas
 - Pool Staff
- 4 Divisions
 - Administration
 - Finance
 - Community Development
 - Community Services
- 2 Enterprises
 - Airport
 - Golf Course
- Budget
 - General Fund \$5,790,535
 - Golf Course \$330,935
 - Airport \$266,843

Finance Division

- Payroll
 - Processed 26 annual payrolls
 - Two special payrolls
 - 7 MOU's
- Financial Services for 3 agency funds
 - LACCO
 - LCAPCD
 - IRWM
- Two new staff members-1 vacancy
- Processed 7,201 AP checks
- 74,076 Utility Bills & Reminders Remitted
- 283 Quarterly Business Licenses, 47 Annual Licenses and 163 Retail Licenses
- TOT - 12 businesses
- Successful collection on two defaulted housing loans
- Increased enforcement on temporary use permits and business license ordinance
- Annual Audits in progress
 - City
 - LCAPCD
- State and Federal annual reporting
 - LCAPCD Special District Report
 - Annual Government Compensation Report

Ongoing/Future Finance Projects

- Affordable Care Act Implementation
- Quarterly 941 and DE-6 Reporting
- Update Travel Policy
- Security Enhancements
- TOT Audits

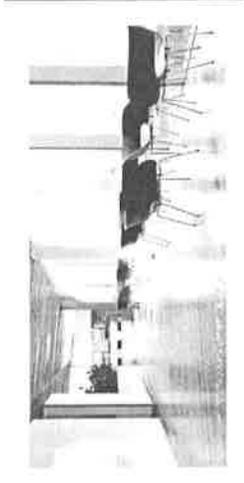
Community Development

Planning & Building

- Adoption of Property Maintenance Ordinance along with updated nuisance abatement ordinance
- Nearing completion of a public review draft for the Hazard Mitigation Plan update
- Code enforcement actions to clean up landscaping for several Main Street businesses and requiring landscape maintenance contracts
- Review and approval of 12 new apartment units and comprehensive remodel for Susanville Garden Apartments

Ongoing/Upcoming CD Projects

- Hazard Mitigation Plan
- Update Conservation & Open Space Elements of the General Plan
- Proposed Police Shooting Range



Community Services

- 51 Annual Golf Course Memberships (to date)
- Golf Course Programming Update
- Flood Assessment (Before and After)
- Volunteer Program
- AFWD Employment Program
- HLVRA—Pool Operations

Administration

- 45 Resolutions
- 1 Ordinance
- 21 Agreements
- 11 Agendas and Minutes
- 2 LAFCO Meeting Minutes
- 4 Public Hearings
- 12 Completed or Current Employment Recruitments
- 24 New Hires
 - 2 Full-Time, 1 Part-Time
- Coordination of Inmate Projects and Crews