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

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

Susanville City Council
Regular Meeting ♦ City Council Chambers
May 15, 2019 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 19-5655

Next Ordinance No. 19-1016

- 1 **APPROVAL OF AGENDA:** (Additions and/or Deletions)

- 2 **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.

- 3 **CLOSED SESSION:**
 - A PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54957
Approved Position List

- 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: Councilmember Brian Moore*
 - *Proclamations, awards or presentations by the City Council:*
 1. **Establishing May 19 – 25, 2019 as Public Works Week**
 2. **Lassen County Public Health Tobacco Use and Reduction Program Presentation**
 3. **Lassen Municipal Utility District Presentation**

- 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 April 17, 2019 meeting
 - B Receive and file Monthly Finance Reports: April 2019

- C Approve **Resolution No. 19-5652** authorizing closure of South Gay Street for Farmers Market in Pancera Plaza
- D Approve **Resolution No. 19-5653** approving street closure for the July 20, 2019 Lassen County Fair Parade
- E Approve **Resolution No. 19-5654** authorizing acceptance of easements for public utility access at 460 Russell Street
- F Approve appointment of Community Representative to Susanville Loan Committee
- G Approve request to authorize sale of alcoholic beverages at June 1, 2019 Susanville Symphony Charity Golf Tournament

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 203675 through 203886 for a total of \$352,911.46 including \$283,786.48 in payroll warrants
- B Consider **Resolution No. 19-5633** authorizing execution of lease with TIAA Commercial Finance and renew maintenance contract with Forest Office Equipment for Public Works copier
- C Consider **Resolution No. 19-5651** authorizing Public Works to re-advertise for Cady Springs Pump Station Project

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Ordinance No. 19-1015** repealing and replacing Section 15.040.090 F. of the Susanville Municipal Code approving Business Self-Certification program; waive second reading and adopt

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Administrative Services Department Update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

15 **ADJOURNMENT:**

- *A special meeting will be held on May 23, 2019 at 3:00 p.m. to conduct a 2019/2020 Budget Workshop*
- *The next regular meeting of the Susanville City Council will be held on June 5, 2019 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 May 15, 2019 in the areas designated on May 10, 2019.



Gwenna MacDonald, City Clerk

Reviewed by:  City Administrator

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's April 17, 2019 meeting.

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's April 17, 2019 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's April 17, 2019 meeting.

ATTACHMENTS: Minutes: April 17, 2019

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
April 17, 2019– 6:00 p.m.

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

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

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

1 APPROVAL OF AGENDA:

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

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

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

- A PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54957
 - 1 City Attorney Performance Evaluation
- B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8
 - 1 Property: APN: 105-164-01; 103-231-08 (?)
 - Agency Negotiator: Mike Wilson, City Administrator
 - Negotiating Parties: Various
 - Under Negotiation: Price/Conditions/Terms
- C CONFERENCE WITH LEGAL COUNSEL, INITIATION OF LITIGATION - Pursuant to Government Code Section 54956.9(c)

4 RETURN TO OPEN SESSION:

At 7:00 p.m. the City Council reconvened in Open Session.

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

Mr. Wilson reported that prior to Closed Session, the agenda was approved as submitted. The City Council met in Closed Session and provided direction to staff on three items. Staff is requested the removal of Item 9D and 13A, and the addition of a police officer recognition and the discussion of setting a date for the 2019/2020 budget workshop.

Councilmember Schuster provided the Thought of the Day.

Chief Jones spoke regarding Officer Terra Avilla who was instrumental in a Girl's Leadership Camp that was recently held for the community's youth. Officer Avilla is a great ambassador for the department and the City, and she did a great job coordinating the camp that taught empowerment, pride and leadership skills.

5 **BUSINESS FROM THE FLOOR:**

Mimi Rena discussed the advantages of locating the proposed dog park to the property located at North Mesa Street. She provided a diagram of the property with the suggested layout of park features. She stated that the Rotary Club is interested in getting involved in the project and urged the Council to consider that location over the Skyline Park property.

There was a general discussion regarding the Mesa Street property, environmental review requirements, property ownership issues since it is owned by the County, and the City's Park Mitigation funding that has been dedicated to the Skyline site.

It was the consensus of the Council to consider Item 12B prior to the Consent Calendar.

12B Discussion and direction regarding the location of a Dog Park Mr. McCourt explained that the City Council approved the concept of the improvements to Skyline Park, including the disc golf course, pump track and dog park, however the final design has not been approved and there was discussion regarding an additional location for the dog park. The property is currently owned by the County and located on North Mesa Street. Selecting that location for the dog park would require negotiations with the County for possible purchase or lease, environmental assessment and door to door visits with the surrounding neighbors to identify the level of support for a dog park at that location. The Mesa Street location may have some of the upfront costs covered by a private donor who has expressed support of the park at that location as opposed to Skyline. Staff is requesting direction from Council regarding how to proceed.

Mayor pro tem Franco stated that the City has a commitment to folks in the north part of town, but he supports either or both locations.

Councilmember Schuster commented that as long as the City has an anonymous donor for the project, the City should act on that location first, while there is still an anonymous donor willing to make the contribution.

There was a general discussion regarding the attributes of both locations, challenges posed by the CEQA process, and the option of having a dog park left in a more natural state for larger dogs who may be accustomed to the rough terrain. It was the consensus of the Council that staff should begin by reaching out to the County to determine the willingness to negotiate a lease, identify the costs to complete the environmental review, and work with the contributors to the project to identify funding availability. At that point the volunteers could be brought in to conduct the door to door survey work that would be required, however doing so prior to identifying whether or not that location would be feasible is premature.

6 **CONSENT CALENDAR:**

- A Approve minutes from the City Council's March 20, 2019 meeting
- B Approve **Resolution No. 19-5635** authorizing execution of agreement with Van Lant & Fankhanel, LLP for auditing services
- C Approve **Resolution No. 19-5640** authorizing the Finance Department to establish a restricted fund for the annual \$15,000 Federal Aviation Administration (FAA) entitlement grant match fund
- D Approve write-off of Accounts Receivable
- E Approve **Resolution No. 19-5637** approving acceptance of gift from Susanville Police Officers Association
- F Approve **Resolution No. 19-5639** approving legal services agreement with Prentice, Long & Epperson P.C.
- G Approve **Resolution No. 19-5641** approving acceptance of cash donation from WalMart

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

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

9A **Consider approval of vendor warrants numbered 203616 through 203674 for a total of \$267,640.32 including \$122,747.01 in payroll warrants** Ms. Savage reviewed the vendor warrant report.

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

9B **Consider Ordinance No. 19-1014 amending Chapter 8.28 Weed and Rubbish Abatement, Section 8.28.040 Abatement Procedure, of the Susanville Municipal Code; waive second reading and adopt** Chief Moore reviewed the changes to Susanville Municipal Code Chapter 8.28 regarding the abatement procedures when a hazard is identified. The ordinance was introduced at the April 3, 2019 meeting and the second reading and adoption would bring consistency to the enforcement process for weed abatement.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Ordinance No. 19-1014; motion carried unanimously. Ayes: Franco, Schuster, Moore, Wilson and Stafford.

9C **Consider Resolution No. 19-5636 approving Operational Agreement with Lassen County** Chief Jones explained that the Lassen County Sheriff's Office is applying for a federal grant to fund the Lassen County Prevention and Education program. If they are successful, the grant is a three-year award that would be administered through the County, and would fund a part-time Youth Services Officer for the City. The prior grant funded program was very successful in teaching life skills and diversion programs in middle and high schools county-wide.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 19-5636; motion carried unanimously. Ayes: Wilson, Franco, Moore, Schuster and Stafford.

~~9D~~ ~~Consider approval of Water Main Replacement at the Johnstonville Road and Skyline Drive Intersection~~ Removed from consideration.

9E **Consider appointment of representatives to the Design Review Committee** Mr. McCourt explained that at its April 3, 2019 meeting staff presented a report regarding the development of a City theme that could be developed into updated and unified design guidelines that would guide existing and future development within the City. The Design Review Committee would be a part of this process, and was established by the Susanville Municipal Code in 1991. The Committee is comprised of seven members to be appointed by City Council, however the Code does not specify who those persons should be. Staff is requesting discussion and direction regarding the establishment of the Committee, and suggested that representatives from the Council, Staff, and Community could be appointed to participate in the process.

Councilmember Wilson asked what types of things would the Committee be working on or considering.

Mr. McCourt responded that it would encompass theme, design, economic vitality and perhaps overlap with some of the Planning process.

Councilmember Wilson stated that he was not in favor of adding another layer of bureaucracy to the process.

Mr. McCourt responded that it was another avenue to involve the community in the process, and provide an opportunity for the citizens to be engaged in planning for the future of the community, which includes design and appearance. The development of a theme is the first step, and the next steps would be to establish rules that would govern the development that occurs in the community.

Thomas Herrera spoke regarding the community in general, stating that he was a small business owner and is concerned regarding the future and vitality of the community. He is prepared to work towards that goal and become involved in the process. He discussed some of his ideas for improving the community.

There was an extensive general discussion regarding the potential composition of the Design Review Committee's 7-member Board, whether its capacity would be as an advisory Board to the Planning Commission, and if the Planning Commission should be tasked with the responsibility to update and amend the City's design standards based upon the results of the community theme results. Adding another layer to the process of development was not looked upon favorably, however the opportunity to bring a fresh perspective to what is often referred to as an eclectic design style throughout the community in particular the uptown, was discussed as a possible benefit to bring new and improved economic growth.

Councilmember Schuster volunteered to be appointed to the Committee. Mayor pro tem Franco stated that he was open to the idea of forming the Committee to determine the level of community support for the process. He did not want to curb the enthusiasm of volunteers who are willing to step up and help move the City forward in a positive direction.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to move forward with soliciting membership for participation on the Design Review Committee; motion carried. Ayes: Franco, Schuster, Moore and Stafford. Noes: Wilson

9F Consider Resolution No. 19-5626 accepting Paul Bunyan Connectivity Grant for funding infrastructure improvements Mr. McCourt explained that the City has worked under funding from the Sustainable Communities Grant Program to prepare program-ready designs and a connectivity plan for the northern section of Susanville. Staff coordinated various community outreach efforts and identified numerous changes to arterial and collector roads that are poor in terms of being cycle and pedestrian friendly. The Public Works department was involved in the review to identify options that are the most viable in terms of affordability and constructability. Mr. McCourt reviewed the corridors and priority levels, and referred to the Paul Bunyan Connectivity Report. The Report outlines the history of events leading to infrastructure assessment, citizen desire for safety and connectivity enhancements, benefits from such improvements, drawings of proposed changes, and funding sources. By adopting the nine corridors into the Susanville City Project Layout Plan, staff will be in a position to move forward in pursuit of funding opportunities for construction as they become available.

Mayor pro tem Franco complimented Mr. McCourt on the report and the prioritization of the projects.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution no. 19-5626; motion carried unanimously. Ayes: Wilson, Franco, Schuster, Moore and Stafford.

9G Consider discussion regarding establishing a City of Susanville Mission Statement; provide direction to staff Mr. Wilson reported that staff has discussed the benefits to explore and develop a Mission Statement, Vision Statement and Set of Core Values that will help to identify the purpose of our City organization and ultimately be incorporated into the City's branding and marketing plan. The City's records show that the last mission statement was written many years prior by a former City Administrator, but it was never approved or adopted by City Council. Staff is proposing to involve local stakeholders, staff, elected officials, and bring those ideas back to City Council for final selection and approval.

Mayor pro tem Franco stated that it would be a great first task for the Design Review Committee.

Mayor Stafford and Councilmember Schuster were both in favor of developing a Mission Statement.

It was the consensus of the Council for staff to move forward with the development of a Mission State and Set of Core Values.

Councilmember Moore recused himself from consideration of Item 9H and exited the Council Chambers.

9H Consider Resolution No. 19-5642 approving the School Resource Officer (SRO) agreement with Lassen Union High School Chief Jones explained that staff has been in negotiations with Lassen Union High School and has come to an agreement for the School Resources Officer. The agreement identifies specific details the prior agreement did not, and articulates the exact amount of funds for services provided.

There were no questions or comments.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to approve Resolution No. 19-5642; motion carried. Ayes: Franco, Schuster, Wilson and Stafford. Abstain: Moore.

Councilmember Moore returned to the chambers.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

12A Consider approval of Final Design and Bid Documents for Fruit Growers Park Rehabilitation Project Mr. McCourt explained that the final design and bid documents for the Fruit Growers Park Rehabilitation project is ready for Council review and approval. An assessment of design features and construction costs has been considered against priorities of the community and components required by the funding award. It has been a lengthy process, and the design and bid documents should be circulated to receive construction bids as soon as possible.

Councilmember Schuster asked about the splash pad feature, which was a common request from the moms that she speaks with.

Mr. McCourt responded that initial estimates for a splash pad and installation of a holding tank were about \$200,000, which was cost-prohibitive for the project. There has been discussion regarding locating a splash pad at Memorial Park, but based upon the ADA improvements required for this project, there was just not enough funding to install a splash pad.

There was a general discussion regarding the soccer field, improvements to the lighting, safety for the neighborhood, a walking path around the perimeter of the park and timeliness of construction. It is estimated that the project would be completed by October 2019.

Councilmember Wilson commented that the process has been very lengthy and some of the decisions regarding design features have been difficult. He commended Mr. McCourt for his enthusiasm for the project and the amount of community involvement that has been included in this process.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve the final design and bid documents for the Fruit Growers Park Rehabilitation project; motion carried unanimously. Ayes: Franco, Wilson, Moore, Schuster and Stafford.

12B Discussion and direction regarding the location of a Dog Park

13 CITY ADMINISTRATOR'S REPORTS:

~~13A~~ *Administrative Services Update* Removed from consideration.

13B Food Truck Update Mr. Wilson reviewed the Susanville Municipal Code Title 17 Zoning as it related to Food Trucks, and the ability to allow them in the City of Susanville. Food trucks are considered across a broad spectrum throughout many communities, and they bring a lot of potential issues. The existing Code would require that they obtain a Use Permit from the Susanville Planning Commission, and an encroachment permit, and business license. All food trucks must have a license through the Lassen County Health Department. State regulations also apply, and the trucks must obtain an insignia approved by the State Department of Housing and Community Development, they are inspected by the County Health Department, and must have an approved Commissary. It is the opinion of the City's Planner to apply a broad interpretation of the Zoning Code, and allow mobile vendors in all zoning districts, other than residential, with an approved Use Permit.

There was a general discussion regarding memorializing the interpretation of the zoning code to allow food trucks and letting the public know what the City's position is on allowing their use in accordance with the Use Permit process.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Councilmember Wilson requested that the City schedule a budget workshop and plan to have a meaningful discussion regarding the budget shortfall.

It was the consensus of the Council to schedule a budget workshop for May 23, 2019 at 3:00 p.m.

15 ADJOURNMENT:

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

Meeting adjourned at 9:04 p.m.

Respectfully submitted by

Gwenna MacDonald, City Council

Kevin Stafford, Mayor

Approved on: _____

Reviewed by: ___ City Administrator

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

Submitted By: Deborah Savage, Finance Manager

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

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

FISCAL IMPACT: None

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

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

POOLED CASH & INVESTMENTS

April 30, 2019

POOLED CASH FUND	
Tri-Counties Bank	490,709
LAIF	16,038,757
Total Cash & Investments	<u>16,529,465</u>

Pooled Cash Allocation:

General	1,318,615
General Restricted	1,681,148
Special Revenue	1,541,291
Capital Projects	13,848
Debt Service	425,406
Enterprise	
Airport	11,260
Airport Restricted CIP	35,509
Geothermal	257,973
Golf Course	(25,974)
Natural Gas	6,583,417
Water	3,741,395
Internal Service	629,051
Trust & Agency	316,527
Total Cash & Inv. Allocations	<u>16,529,465</u>

CASH WITH FISCAL AGENTS

April 30, 2019

General	
Special Revenue	
Capital Projects	
Debt Service	0
Enterprise	2,451,894
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,451,894</u>
GRAND TOTAL	<u>18,981,359</u>

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 APRIL 30, 2019

COMBINED ACCOUNTS

9999-1011-002	TRI COUNTIES BANK	490,708.74
9999-1030-001	LAIF	16,038,756.53
		16,529,465.27
	TOTAL COMBINED CASH AND INVESTMENTS	16,529,465.27
9999-1000-000	CLAIM ON CASH	(16,529,465.27)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	8,001.66
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,554.64
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	140,000.91
1004	ALLOCATION TO GF-PANCERA	18,864.34
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,361,390.79
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	2,405.95
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	100,517.90
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	46,411.60
2002	ALLOCATION TO STATE COPS	83,737.84
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	328,991.47
2006	ALLOCATION TO SNOW REMOVAL	17,584.08
2007	ALLOCATION TO STREETS & HIGHWAYS	70,692.04
2008	ALLOCATION TO TOBACCO GRANT	(17,607.17)
2010	ALLOCATION TO STREET MITIGATION	48,211.86
2011	ALLOCATION TO POLICE MITIGATION	15,146.00
2012	ALLOCATION TO FIRE MITIGATION	107,699.45
2013	ALLOCATION TO PARK DEDICATION FUND	155,244.67
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	3,723.26
2018	ALLOCATION TO HOME REVOLVING FUND	464,427.55
2030	ALLOCATION TO TRAFFIC SAFETY	54,931.64
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	81,832.79
2037	ALLOCATION TO SKYLINE BICYCLE LANE	9,135.82
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	331,730.51
4003	ALLOCATION TO CITY HALL	29,180.11
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	395,456.15
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	770.17
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	605,609.05
7202	ALLOCATION TO AIRPORT CIP FUND	35,508.76
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	11,966.94
7630	ALLOCATION TO RISK MANAGEMENT FUND	313,936.40
7650	ALLOCATION TO PAYROLL	.01
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	11,361.78
8402	ALLOCATION TO LAFCO	45,582.72
8403	ALLOCATION TO SEC 125 & AFLAC	999.79
8404	ALLOCATION TO AIR POLLUTION	126,897.00
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	119,160.24
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(214,190.24)

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 APRIL 30, 2019

8407	ALLOCATION TO AIR POLLUTION- CCI REDUCTION	12,525.05
	ALLOCATIONS TO RESTRICTED FUNDS	9,738,468.53
	<u>UNRESTRICTED FUNDS</u>	
1000	ALLOCATION TO GENERAL FUND	1,318,614.53
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	101,852.74
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	33,933.55
7201	ALLOCATION TO AIRPORT	11,260.47
7301	ALLOCATION TO GEOTHERMAL UTILITY	257,973.17
7401	ALLOCATION TO NATURAL GAS	4,776,341.54
7530	ALLOCATION TO GOLF COURSE	(25,974.49)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	303,147.26
	ALLOCATIONS TO UNRESTRICTED FUNDS	6,790,996.74
	TOTAL ALLOCATIONS TO OTHER FUNDS	16,529,465.27
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(16,529,465.27)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TRI-COUNTIES BANK

		\$635,263.13
4/1/2019	\$88,132.63	\$723,395.76
4/1/2019	\$20,205.63	\$743,601.39
4/1/2019	-\$120.27	\$743,481.12
4/1/2019	-\$36.02	\$743,445.10
4/1/2019	-\$500,000.00	\$243,445.10
4/1/2019	-\$591.51	\$242,853.59
4/2/2019	\$20,763.59	\$263,617.18
4/2/2019	\$17,576.48	\$281,193.66
4/2/2019	\$6,440.86	\$287,634.52
4/3/2019	\$36,894.17	\$324,528.69
4/3/2019	\$14,320.05	\$338,848.74
4/4/2019	\$6,924.08	\$345,772.82
4/4/2019	\$31,664.00	\$377,436.82
4/4/2019	\$1,405.50	\$378,842.32
4/4/2019	\$2,741.11	\$381,583.43
4/4/2019	\$1,953.16	\$383,536.59
4/4/2019	-\$4.00	\$383,532.59
4/4/2019	-\$3,703.33	\$379,829.26
4/4/2019	-\$220.33	\$379,608.93
4/4/2019	-\$2,056.00	\$377,552.93
4/4/2019	\$17,146.82	\$394,699.75
4/4/2019	\$8,650.47	\$403,350.22
4/5/2019	-\$141,669.43	\$261,680.79
4/5/2019	\$57,203.89	\$318,884.68
4/5/2019	\$16,157.82	\$335,042.50
4/5/2019	\$2,176.50	\$337,219.00
4/8/2019	\$83,852.74	\$421,071.74
4/8/2019	\$13,835.07	\$434,906.81
4/9/2019	-\$263.93	\$434,642.88
4/9/2019	\$25,618.80	\$460,261.68
4/9/2019	\$11,861.30	\$472,122.98
4/9/2019	\$1,201.00	\$473,323.98
4/9/2019	-\$109,372.81	\$363,951.17
4/9/2019	-\$2,336.03	\$361,615.14
4/9/2019	-\$33,102.87	\$328,512.27
4/9/2019	-\$4,737.52	\$323,774.75
4/9/2019	-\$1,437.85	\$322,336.90
4/9/2019	-\$29,227.37	\$293,109.53
4/9/2019	-\$4,570.82	\$288,538.71
4/10/2019	\$32,257.49	\$320,796.20
4/10/2019	\$4,218.80	\$325,015.00
4/11/2019	-\$182,946.52	\$142,068.48
4/11/2019	\$2,256.37	\$144,324.85
4/11/2019	\$1,897.52	\$146,222.37
4/11/2019	\$46.93	\$146,269.30
4/11/2019	\$1,428.59	\$147,697.89
4/11/2019	\$44,157.81	\$191,855.70
4/11/2019	\$722.07	\$192,577.77
4/11/2019	\$1,637.51	\$194,215.28
4/11/2019	\$8.48	\$194,223.76
4/11/2019	\$1,013.63	\$195,237.39
4/11/2019	\$498.42	\$195,735.81
4/11/2019	-\$50.00	\$195,685.81
4/11/2019	\$18,207.63	\$213,893.44

TRI-COUNTIES BANK

4/11/2019		\$3,365.14	\$217,258.58
4/12/2019	-\$283.97		\$216,974.61
4/12/2019	-\$37.90		\$216,936.71
4/12/2019	-\$86.94		\$216,849.77
4/12/2019	-\$15.00		\$216,834.77
4/12/2019	-\$147.52		\$216,687.25
4/12/2019	-\$7,994.77		\$208,692.48
4/12/2019	-\$0.20		\$208,692.28
4/12/2019		\$32.11	\$208,724.39
4/12/2019		\$20,082.98	\$228,807.37
4/12/2019		\$5,585.59	\$234,392.96
4/15/2019		\$81,379.75	\$315,772.71
4/15/2019		\$8,232.91	\$324,005.62
4/16/2019		\$35.47	\$324,041.09
4/16/2019		\$2,096.93	\$326,138.02
4/16/2019		\$671.55	\$326,809.57
4/16/2019		\$9,650.44	\$336,460.01
4/16/2019	-\$379.66		\$336,080.35
4/16/2019	-\$105.00		\$335,975.35
4/16/2019		\$13,552.78	\$349,528.13
4/16/2019		\$6,342.49	\$355,870.62
4/16/2019		\$6,144.39	\$362,015.01
4/17/2019		\$24,461.95	\$386,476.96
4/17/2019		\$4,529.50	\$391,006.46
4/18/2019		\$477.53	\$391,483.99
4/18/2019		\$628.73	\$392,112.72
4/18/2019		\$1,863.00	\$393,975.72
4/18/2019		\$15,184.94	\$409,160.66
4/18/2019			\$409,160.66
4/18/2019	-\$53,718.33		\$355,442.33
4/18/2019		\$5,590.59	\$361,032.92
4/18/2019		\$8,226.66	\$369,259.58
4/19/2019		\$503.89	\$369,763.47
4/19/2019		\$356.46	\$370,119.93
4/19/2019	-\$62.41		\$370,057.52
4/19/2019	-\$24.61		\$370,032.91
4/19/2019	-\$98,411.30		\$271,621.61
4/19/2019		\$189,168.03	\$460,789.64
4/19/2019		\$5,008.51	\$465,798.15
4/22/2019		\$26,143.78	\$491,941.93
4/22/2019		\$8,560.17	\$500,502.10
4/23/2019	-\$113,946.92		\$386,555.18
4/23/2019	-\$2,756.79		\$383,798.39
4/23/2019	-\$34,232.58		\$349,565.81
4/23/2019	-\$11,964.55		\$337,601.26
4/23/2019	-\$1,478.29		\$336,122.97
4/23/2019	-\$29,911.63		\$306,211.34
4/23/2019	-\$77,440.00		\$228,771.34
4/23/2019	-\$1,184.45		\$227,586.89
4/23/2019	-\$331.70		\$227,255.19
4/23/2019	-\$582.25		\$226,672.94
4/23/2019	-\$9,957.32		\$216,715.62
4/23/2019		\$23,310.39	\$240,026.01
4/23/2019		\$7,582.40	\$247,608.41
4/24/2019		\$13,073.18	\$260,681.59

TRI-COUNTIES BANK

4/24/2019		\$5,914.29	\$266,595.88
4/25/2019		\$33,263.96	\$299,859.84
4/25/2019		\$111.07	\$299,970.91
4/25/2019		\$118,930.39	\$418,901.30
4/25/2019		\$1,391.32	\$420,292.62
4/25/2019		\$86.46	\$420,379.08
4/25/2019		\$978.69	\$421,357.77
4/25/2019		\$926.83	\$422,284.60
4/25/2019			\$422,284.60
4/25/2019	-\$366.51		\$421,918.09
4/25/2019	-\$285.00		\$421,633.09
4/25/2019	-\$118.00		\$421,515.09
4/25/2019	-\$133.19		\$421,381.90
4/25/2019	-\$50,071.60		\$371,310.30
4/25/2019		\$19,415.70	\$390,726.00
4/25/2019		\$4,441.44	\$395,167.44
4/26/2019		\$30,518.85	\$425,686.29
4/26/2019		\$407.00	\$426,093.29
4/26/2019		\$4,099.90	\$430,193.19
4/29/2019		\$537.57	\$430,730.76
4/29/2019		\$1,457.51	\$432,188.27
4/29/2019		\$867.28	\$433,055.55
4/29/2019		\$11.28	\$433,066.83
4/29/2019		\$394.37	\$433,461.20
4/29/2019		\$1,120.38	\$434,581.58
4/29/2019		\$634.02	\$435,215.60
4/29/2019		\$512.04	\$435,727.64
4/29/2019		\$933.73	\$436,661.37
4/29/2019		\$151,545.58	\$588,206.95
4/29/2019		\$8,171.40	\$596,378.35
4/29/2019		\$8,805.91	\$605,184.26
4/30/2019		\$143,554.69	\$748,738.95
4/30/2019		\$14,908.43	\$763,647.38
4/30/2019		\$4,817.81	\$768,465.19
4/30/2019	-\$265.00		\$768,200.19
4/30/2019		\$21,995.31	\$790,195.50
4/30/2019		\$732.40	\$790,927.90
4/30/2019		\$1,261.55	\$792,189.45
4/30/2019	-\$300,000.00		\$492,189.45
4/30/2019	-\$651.24		\$491,538.21
4/30/2019	-\$25.00		\$491,513.21
4/30/2019	-\$804.47		\$490,708.74

s:/Debi/fund Balances Report

Fund #	Fund Title	Audited	YTD	YTD	Unaudited
		6/30/18 Fund Balance	Revenue	Expenditures	APRIL Fund Balance 4/30/19
100X	General Fund	3,558,023	4,361,827	4,751,901	3,167,950
2002	State COPS	60,263	119,654	96,180	83,737
2005	Road Maintenance & Rehab SB-1	105,158	223,833		328,991
2006	Snow Removal	46,024	13,931	42,371	17,584
2007	Streets	(211,421)	2,108,291	1,901,820	(4,949)
2008	DOJ Tobacco Grant	0	0	17,607	(17,607)
2010	Street Mitigation	43,537	4,676		48,213
2011	Police Mitigation	9,620	5,528		15,148
2012	Fire Mitigation	141,188	6,797	40,286	107,699
2013	Park Dedication	160,335	2,723	7,799	155,258
2016	State Comm. Dev. Rev.FD	956,930	9,281	104,875	861,336
2018	Home Revolving Fund	752,150	12,152	12,347	751,955
2030	Traffic Safety	51,521	3,412		54,934
2035	Traffic Signals Fund	80,544	1,286		81,830
2037	Skyline Bicycle Lane	8,813	323		9,137
2040	CDBG Riverside Drive Project	306,285	102,514	77,069	331,731
3015	City Hall Parking Lot	13,848			13,848
4003	City Hall Debt Service	52,259	115,320	138,399	29,181
4004	2013 CalPERS Refunding Loan	481,503	384,460	470,507	395,456
4005	Community Pool Debt Service	630	84,100	83,960	770
711X	Water Funds	3,624,084	2,065,467	2,544,890	3,144,660
720X	Airport	2,184,445	146,421	256,636	2,074,230
7301	Geothermal	551,215	83,134	82,574	551,775
740X	Natural Gas	494,649	4,209,101	3,564,988	1,138,763
7530	Golf Course	2,370,352	234,591	233,721	2,371,222
7620	PW Admin/Engineering	168,599	159,436	47,383	280,652
7630	Risk Management	472,721	622,679	781,442	313,958
8402	LAFCO	33,348	57,245	39,980	50,613
8404	Air Pollution	198,502	142,095	192,920	147,677
8405	Air Pollution - Carl Moyer	319,563	3,432	203,835	119,160
8406	IRWM - Management Group	(59,541)		128,154	(187,694)
8407	CCI Woodsmoke Reduction	0	135,485	122,960	12,525
TOTALS		16,975,149	15,419,194	15,944,601	16,449,741

Reviewed by: AW City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 19-5652** Authorizing the closure of South Gay Street for the Farmer's Market in the Uptown Susanville District, Pancera Plaza.

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: City staff were notified by the Lassen Land and Trails Trust (LLTT) that they have been working with the Historic Uptown Susanville Association (HUSA) to facilitate the 2019 Farmers' Market.

The LLTT and HUSA are requesting the closure of Pancera Plaza 6 hours prior to each event or 12:00 a.m. through approximately 1:00 p.m. on the dates as follows:

- June 8th, 15th, 22nd and 29th
- July 6th, 13th, 20th and 27th
- August 3rd, 10th, 17th, 24, and 31st
- September 7th and 14th

The City will provide "A" frame construction barriers and HUSA will be responsible for signage, placement and removal of construction barriers. LLTT will provide event layout information, emergency contact information during the event and all parking lot event requirements.

FISCAL IMPACT: None.

ACTION

REQUESTED: Motion to approve Resolution No. 19-5652, authorizing the closure of South Gay Street for Farmer's Market in the Uptown Susanville District, Pancera Plaza.

ATTACHMENTS: Resolution No. 19-5652
Lassen Land and Trails Trust Letter of Request

RESOLUTION NO. 19-5652

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE CLOSURE OF PANCERA PLAZA (SOUTH GAY STREET
FROM COTTAGE TO MAIN STREET ON JUNE 8th, 15th, 22nd and 29th, July 6th, 13th,
20th, and 27th, August 3rd, 10th, 17th, 24th, and 31st, and September 7th and 14th from
12:00 a.m. to 1:00 p.m.**

WHEREAS, Lassen Land and Trails Trust (LLTT) and the Historic Uptown Susanville Association (HUSA) have requested the closure of Pancera Plaza (South Gay Street) from Cottage Street to Main Street to hold their Farmers' Market and

WHEREAS, LLTT and HUSA have requested closure dates of June 8th, 15th, 22nd and 29th, July 6th, 13th, 20th and 27th, August 3rd, 10th, 17th, 24th and 31st, and September 7th and 14th from 12:00 a.m. to 1:00 p.m.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Susanville approving closure of Pancera Plaza (South Gay Street) from Cottage Street to Main Street for the Farmers' Market on the following dates and times:

1. June 8th, 15th, 22nd, and 29th from 12:00 a.m. to 1:00 p.m.
2. July 6th, 13th, 22nd, and 29th from 12:00 a.m. to 1:00 p.m.
3. August 3rd, 10th, 17th, 24th and 31st from 12:00 a.m. to 1:00 p.m.
4. September 7th and 14th from 12:00 a.m. to 1:00 p.m.

APPROVED: _____

Kevin Stafford, Mayor

ATTEST: _____

Gwenna MacDonald, City Clerk

The foregoing Resolution 19-5652 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of May, 2019 by the following vote:

AYES:

NOES:

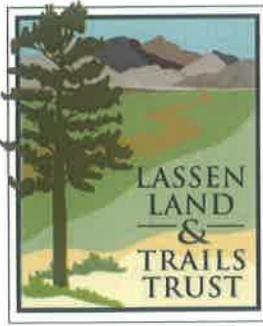
ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____

Jessica, City Attorney



SUSANVILLE FARMERS' MARKET
PO BOX 1461
SUSANVILLE, CA 96130
www.lassenlandandtrailstrust.org

March 25, 2019

City of Susanville
Michael Wilson-City Administrator
66 North Lassen St.
Susanville, CA 96130

Dear Mr. Wilson,

The Lassen Land and Trails Trust (LLTT) submits this letter as notification of the address location for the 2019 Farmers' Market. LLTT and the Historic Uptown Susanville Association (HUSA) will be working together this year to facilitate the 2019 Farmers' Market.

As part of the Farmers' Market event planning we would like to request the use of the Pancera Plaza on from June 8-September 14, 2019.

Hours of operation to the public of the Farmers' Market will be 8am-12pm

And

Hours of operation to the vendors will be 6am-1pm (unless otherwise noted)

We would like to request closure of the Pancera Plaza to public users as of 6 hours prior to the opening of the Farmers Market every Saturday. This means a street closure of Pancera Plaza (South Gay Street area) will be necessary Saturday morning starting at 0001 hours.

We look forward to working with you again this Farmers' Market season

Please contact me with any questions at the contact info. noted above.

A handwritten signature in blue ink that reads "Laura Medvin". The signature is fluid and cursive.

Laura Medvin
2019 Farmers' Market Manager

Reviewed by:  City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution Number 19-5653 approving street closure for the Lassen County Fair Parade on July 20, 2019

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: The Lassen County Fair Office is requesting City Council support for the Lassen County Fair Parade event. Specifically, the Fair Office is requesting the closure of Main Street (State Route 36) from Cottage Street to Fair Drive on Saturday, July 20, 2019, between the hours of 9:30 a.m. to 11:30 a.m.

A Caltrans Encroachment Permit is required for the closure of Main Street. Caltrans does not charge the City and Encroachment Permit fee but they do require the City to accept all liability for this event as the Encroachment Permit Permittee.

This event requires three Street Division crewmembers to sweep Main Street (State Route 36) before and after the event and six Public Works Department employees to set up, take down traffic control signs, and assist ten Police Officers with traffic control.

FISCAL IMPACT:	Fire Department Estimated Cost	\$1,404
	Public Works Estimated	\$4,928
	Police Department Estimated	<u>\$1,800</u>
	TOTAL ESTIMATED COST	\$8,132

ACTION

REQUESTED: Motion to approve Resolution Number 19-5653 authorizing the closure of Main Street from Cottage Street to Fair Drive on July 20, 2019 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

ATTACHMENTS: Resolution Number 19-5653
Letter of request from the Lassen County Fair Office

RESOLUTION NO. 19-5653
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM THE
ELK'S LODGE TO FAIR DRIVE ON SATURDAY, JULY 20, 2019 FROM 9:30 A.M.
TO 11:30 A.M. FOR THE LASSEN COUNTY FAIR PARADE

WHEREAS, The Lassen County Fair Office is requesting City Council support for the Lassen County Fair Parade to be held on Saturday, July 20, 2019 from 9:30 a.m. to 11:30 a.m.; and

WHEREAS, the Fair Office has requested the closure of Main Street (State Route 36) from the top of Main Street at the Elk's Lodge to Fair Drive on Saturday, July 20, 2018 between the hours of 9:30 a.m. and 11:30 a.m.; and

WHEREAS, Caltrans requires an Encroachment Permit application to be submitted in the order to close Main Street (State Route) 36 for the event.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Susanville as follows:

1. Authorizing the closure of Main Street from the Elk's Lodge to Fair Drive on July 20, 2019 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m.
2. Authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 19-5653 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of May, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica, City Attorney

Lassen County Fair

Jim Wolcott, Fair Manager

195 Russell Avenue
Susanville, CA 96130
Telephone (530) 251-8900
Fax (530) 251-2715
Lassencountyfair.org



April 4, 2019

City of Susanville
Susanville City Council
66 North St.
Susanville, CA 96130

Attn: To Whom It May Concern

The Lassen County Fair would like to request that Main Street closed from the top, at the Elk's Lodge, to Fair Drive on Saturday July 20, 2019 from 9:30am – 11:30am for the Lassen County Fair Parade.

Sincerely,

A handwritten signature in blue ink that reads 'Jim Wolcott'.

Jim Wolcott
Fair Manager

RECEIVED

APR 8 2019

City of Susanville
City Clerk



Susanville Fire Department

1505 Main St.
Susanville, CA 96130
530-257-5152 fax 530-257-5535

Invoice No.

ESTIMATE COST

Customer

Name City of Susanville
Address 66 N. Lassen Street
City Susanville **State** CA **ZIP** 96130
Phone

Date 4/26/2019
Report No.
SIFC No.
Time 0930-1130

Hours	Description	Unit Price	TOTAL
2	Engine Cost	\$350.00	\$700.00
2	Captains	\$32.46	\$64.92
2	1 Firefighter	\$19.42	\$38.84
2	10 Volunteers	\$200.00	\$400.00
2019 Lassen County Fair Parade (July 20, 2019)			

Operational Area

- Suppression
- Stand-By Crew
-

To Finance _____
Rec'd FD _____
Filed _____

SubTotal	\$1,203.76
Dispatch Fee	
Admin Fee	\$200.00
TOTAL	\$1,403.76

Fair Parade Estimate

Employee	Cost per Hour	Premium	Hours	Total Cost	Equipment	Cost Per Hour	Hours	Total Cost
Godman,B	\$ 54.73	\$ 26.36	6	\$ 486.54	#332	\$ 113.60	6	\$ 681.60
Pritchard, K	\$ 48.35	\$ 22.21	6	\$ 423.36	#30	\$ 26.90	6	\$ 161.40
Bernardino,T	\$ 37.40	\$ 16.58	6	\$ 323.88	#31	\$ 26.90	6	\$ 161.40
Hoffman,B	\$ 50.60	\$ 30.95	6	\$ 489.30	#51	\$ 26.90	6	\$ 161.40
Downing,R	\$ 53.18	\$ 25.71	6	\$ 473.34	#146	\$ 2.85	6	\$ 17.10
George,F	\$ 49.94	\$ 23.32	6	\$ 439.56	#146	\$ 2.85	6	\$ 17.10
Smith,B	\$ 39.24	\$ 16.99	6	\$ 337.38	#31	\$ 26.90	6	\$ 161.40
Edholm, E	\$ 43.91	\$ 28.07	6	\$ 431.88	#31	\$ 26.90	6	\$ 161.40
Subtotal				\$ 3,405.24				\$ 1,522.80
Total Estimate								\$ 4,928.04

Heidi Whitlock

From: Kevin Jones
Sent: Friday, April 26, 2019 11:49 AM
To: Heidi Whitlock; Dan Newton; James Moore; Ryan Cochran; Dan Weaver; Daniel Gibbs
Cc: Kristin Shepard; Rebecca Sanchez; Victoria Estrada; Gwenna MacDonald
Subject: RE: street closure requests

Fair Parade: \$1,800 in overtime for 2 Hrs - closure of approx. 19 street intersections from S.R. 36 @ Cottage to S.R. 36 @ Robb's Way.

Kevin L. Jones
Chief of Police
Susanville Police Department
1801 Main St.
Susanville, CA 96130
Office (530) 257-5603
Dispatch (530) 257-2171
Cell (530) 260-6026

Reviewed by:  City Administrator
 Public Works Director

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

Submitted by: Daniel Gibbs, City Engineer

Action Date: May 15, 2019

CITY OF SUSANVILLE COUNCIL AGENDA ITEM

SUBJECT: **Resolution 19-5654** authorizing the Mayor to execute a certificate of acceptance for easements dedicating additional public right of way and public utility access at 460 Russell Avenue to the City of Susanville

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The City Public Works Department is in receipt of a proposed easement for additional public right of way along the frontage of 460 Russell Avenue. The easement also includes a public utility easement for City natural gas and water facilities. This property was recently developed for multi-family units and included frontage improvements along Russell Avenue. These improvements included curb, gutter, sidewalk, driveway approaches and on-site public utilities.

During the installation of the frontage improvements, it was discovered that insufficient right of way exists to contain the frontage work. The developer's engineer prepared documents sufficient to identify the additional right of way required and has submitted them for processing by the City.

The utility easement is to allow City staff legal access to its facilities for inspections and maintenance. The easement deed has been executed by the developer and the City needs to accept the dedication so it can be recorded with the County and become a legal easement. A certificate of acceptance is attached for the Mayor's signature.

FISCAL IMPACT: There is no fiscal impact to the City. Staff and the developer's engineer have prepared the legal documents associated with the easement deed.

ACTION REQUESTED: Adopt Resolution **19-5654** authorizing the Mayor to execute a certificate of acceptance for easements located at 460 Russell Avenue (APN 105-130-06) and directing the City Clerk to record the easements with the Lassen County Recorder.

ATTACHMENTS: Resolution **19-5654** Authorization to Execute A Certificate of Acceptance for an Easement Deed along of 460 Russell Avenue
Proposed Certificate of Acceptance
Executed and Notarized Easement Deeds

RESOLUTION NO 19-5654
A RESOLUTION OF THE CITY OF SUSANVILLE ACCEPTING EASEMENTS FOR
PUBLIC RIGHT OF WAY AND UTILITIES AT 460 RUSSELL AVENUE AND
AUTHORIZING THE MAYOR TO SIGN AND HAVE AN EASEMENT RECORDED

WHEREAS, the City of Susanville having read and considered that certain easement for public streets and utilities along the westerly side of Russell Avenue and at 460 Russell Avenue, a copy of which is attached hereto as Exhibit 'A'; and

WHEREAS, the City being authorized by law to make conveyances of easements over its property; and it appearing to be in the interest of all property owners to convey said easement pursuant to the terms and conditions of the aforesaid easement;

NOW, THEREFORE, BE IT RESOLVED by the City of Susanville, that:

1. The City of Susanville hereby agrees to the acceptance of the aforesaid easement for a portion of Russell Avenue within the City, and further agrees to the terms set forth in it;
2. The City of Susanville hereby agrees to the acceptance of the aforesaid public utility easement for City owned facilities located at 460 Russell Avenue within the City, and further agrees to the terms set forth in it;
3. The Mayor of the City of Susanville is hereby authorized and directed to execute the documents pertaining to the Corporation's conveyance of the aforesaid easement;
4. The City Clerk is directed and authorized to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, Clerk

The foregoing Resolution No. 19-5654 was adopted at a regular meeting of the Susanville Municipal Energy Corporation held on the 15th day of May in 2019 by the following vote:

AYES:	
NOES:	None
ABSENT:	None
ABSTAINING:	None

Gwenna MacDonald, Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

**CERTIFICATE OF ACCEPTANCE
OF INTEREST IN REAL PROPERTY**

This is the certify that the interest in real property conveyed by the instrument dated _____, 2019 from _____ to the City of Susanville, a general law City in Lassen County of the State of California is hereby accepted by the City pursuant to the authority of the City dated _____, 2019 to accept offers of dedication, deeds or easements as conferred by City Council Resolution No. 19 - _____ and adopted on _____, 2019.

This is the certify that the interest in real property conveyed by this grant deed, easement or dedication, to the City of Susanville, Lassen County, State of California, a body corporate and politic, is hereby accepted by the City of Susanville, in conformance with Government Code Section 27281 of the California Code of Regulations, and the grantee consents to the recordation thereof by its duly authorized officer.

Gwenna MacDonald, City Clerk

Kevin Stafford, Mayor

Date

Date

WHEN RECORDED MAIL THIS DEED AND, UNLESS SHOWN BELOW, MAIL TAX STATEMENT TO:

Name City of Susanville - Public Works
Street Address 720 South Street
City & State Susanville, California
Zip 96130

APN 105-130-06
Address: 460 Russell Avenue, Susanville CA

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Easement Deed

The undersigned grantor declares that there is no Documentary Transfer Tax due. R&T 11911

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

TWIN PEAKS DEVELOPMENT, INC., A CALIFORNIA CORPORATION, AS GRANTOR:

hereby GRANT(S) to:

THE CITY OF SUSANVILLE, A MUNICIPAL CORPORATION, AS GRANTEE

the following described real properties in the incorporated area of the City of Susanville and in the unincorporated area of the County of Lassen, State of California:

See Exhibit "A" & "B" & "C" attached

Dated

4-24-19


Larry Standiford,
Twin Peaks Development, Inc.

ATTACH NOTARY WHERE REQUIRED

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Lassen)
On 4-24-19 before me, Suzanne K. O'Brien
Date Here Insert Name and Title of the Officer
personally appeared Larry L. Standiford
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Suzanne K. O'Brien
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: easement deed Document Date: 4-24-19
Number of Pages: Signer(s) Other Than Named Above:

Capacity(ies) Claimed by Signer(s)

Signer's Name: Signer's Name:
Corporate Officer - Title(s):
Partner - Limited General
Individual Attorney in Fact
Trustee Guardian or Conservator
Other:
Signer Is Representing:

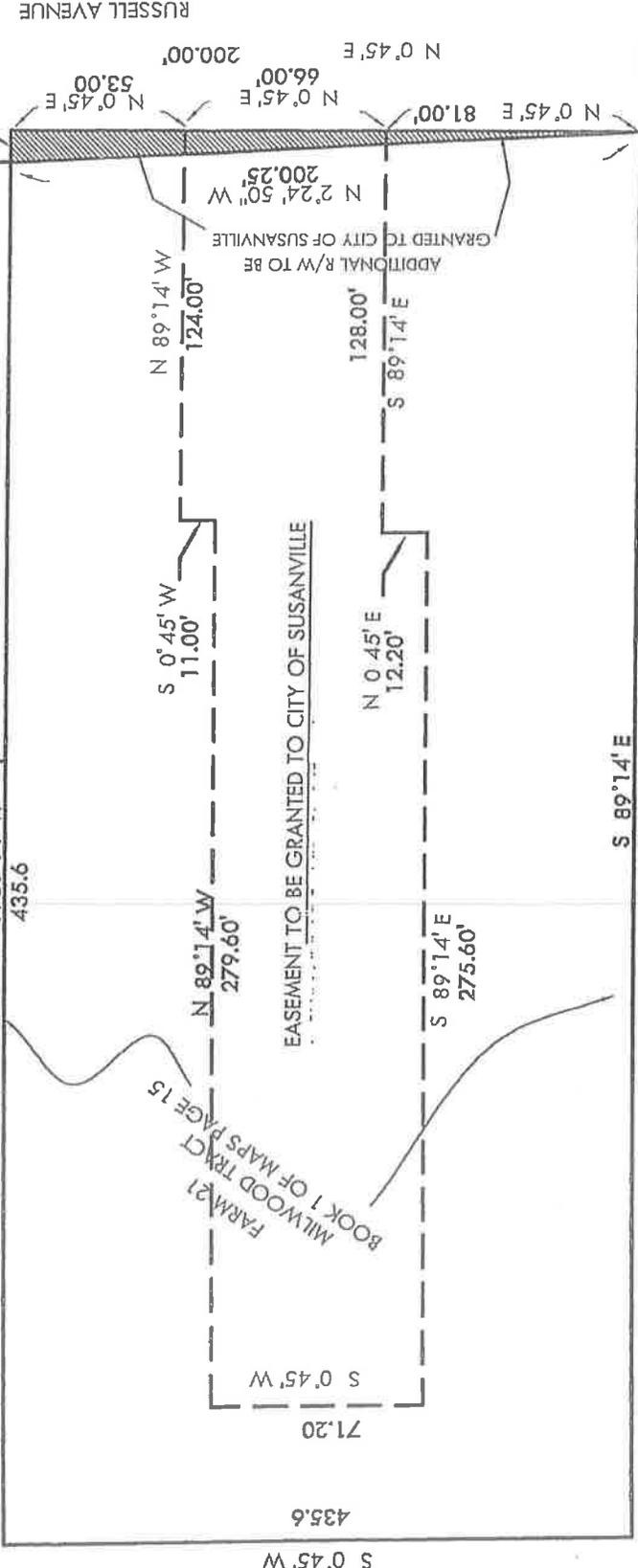


LOT 4

VALLEY VIEW SUBDIVISION UNIT 2
BOOK 28 OF MAPS PAGE 62

LOT 5

VALLEY VIEW SUBDIVISION UNIT 2
BOOK 28 OF MAPS PAGE 62



PROPERTY ENTITLEMENTS
TO BE GRANTED AS A CONDITION
OF APPROVAL

McCain Associates
P.O. BOX 448
SUSANVILLE, CA 96130

FOR
RUSSELL COMMONS
A PHASED APARTMENT DEVELOPMENT

RUSSELL COMMONS

RIGHT OF WAY GRANT

A right of way for public utility and public road purposes over and under that certain property situate in the County of Lassen, State of California, more particularly described as follows:

A portion of the Farm 21 of the Milford Tract recorded in the office of the Recorder of Lassen County in Book 1 of Maps at Page 15, more particularly described as follows;

BEGINNING at the Southeast corner of Lot 5 of the Valley View Subdivision Unit 2 recorded in Book 28 of Maps at page 62;

THENCE S 89° 14' E (The Basis of bearing being the same as said Valley View Subdivision) along the northerly boundary of Farm 21 of the Milford Tract, a distance of 10.00 feet to the northeast corner of said Farm 21;

THENCE S 0° 45' W Along the easterly boundary of said Farm 21, a distance of 200.00 feet more or less to the southeasterly corner of said Farm 21;

THENCE, leaving the easterly boundary of said Farm 21, N 2' 24' 50" W, a distance of 200.25 feet more or less to the point of beginning.

CONTAINING 0.037 acres more or less.



RUSSELL COMMONS

PUBLIC UTILITY EASEMENT

An public utility easement for ingress and egress and Underground Utilities over and under that certain property situate in the County of Lassen, State of California, more particularly described as follows:

A portion of the Farm 21 of the Milford Tract recorded in the office of the Recorder of Lassen County in Book 1 of Maps at Page 15, more particularly described as follows;

COMMENCING at the Southeast corner of Lot 5 of the Valley View Subdivision Unit 2 recorded in Book 28 of Maps at page 62;

THENCE S 89° 14' E (The Basis of bearing being the same as said Valley View Subdivision) along the northerly boundary of Farm 21 of the Milford Tract, a distance of 10.00 feet to the northeast corner of said Farm 21;

THENCE S 0° 45' W along the easterly boundary of said Farm 21, a distance of 53.00 feet to the true point of beginning of the easement hereinafter described;

THENCE N 89° 14' W, distance of 124.00 feet;

THENCE S 0° 45' W, distance of 11.00 feet;

THENCE N 89° 14' W, distance of 279.60 feet;

THENCE S 0° 45' W, distance of 71.20 feet;

THENCE S 89° 14' E, distance of 275.60 feet;

THENCE N 0° 45' E, distance of 12.20 feet;

THENCE S 89° 14' E, distance of 128.00 feet to the easterly boundary of Farm 21;

THENCE N 0° 45' E, along said easterly boundary of Farm 21, distance of 66.00 feet to the true point of beginning.

CONTAINING 0.64 Acres more or less.



Reviewed by:  City Administrator

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Appointment to fill Loan Committee vacancy

PRESENTED BY: Quincy McCourt, Project Manager

SUMMARY: The Loan Committee as established by Resolution No. 19-5631 reviews and processes requests for loans through the Community Development Block Grant Program (CDBG) and Home Investment Partnerships Program (HOME). The loan committee includes a community member who will serve for a period of two years. A letter of interest has been received from Melissa Pickett. Ms. Pickett meets the requirement of being qualified and experienced in the field of real estate. It is staff's recommendation to appoint Ms. Pickett to serve on the loan committee from May 2019-2021.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to ratify Mayor's appointment of Melissa Pickett to the Loan Committee.

ATTACHMENTS: Letter of interest
Resolution No. 19-5631

Melissa K Pickett

1913 Main Street, Susanville, CA 96130 · 530-310-2101 · pickkm@msn.com

March 26, 2019

City of Susanville
City Clerk/Gwenna Mac Donald
Community Development Block Grant Loan Committee
66 N. Lassen St.
Susanville, CA 96130

To whom it may concern,

I recently found out that the city of Susanville Community Development and Block Grant Committee is looking for a new member, and as such I am writing to inform you that I am interested in becoming a member of this committee.

I have been in the Susanville area for the last 9 years. I have over 20 years of Real Estate experience both locally, and in a more suburban area. I feel I can bring a fresh new perspective on what we in the industry are dealing with in the local area, and further give insight into issues that have been making it somewhat impossible to get financing on the diverse variety of properties located in our area. If selected, I feel I can help with ideas that can help determine the greatest needs for this program, and or types of programs in this area.

My resume is enclosed with this letter so you can review my education, work experience, and achievements. I look forward to answering any questions or concerns you may have on my background. Thank you for your time and consideration, and I look forward to speaking with you in the near future.

Sincerely,



Melissa K Pickett.
Managing Broker
Town and Country Real Estate

RECEIVED

APR 11 2019

City of Susanville
City Clerk

MELISSA PICKETT

Objective

I am looking for a company with the opprutitines for advancement.

Education

Real Estate school
Cosmetology school

Awards

CRDHS
Production Awards

Community Involvement
Current LAOR President
2014-2015 LAOR President
Past LAOR President
Lassen county Cattle Woman member
Leader in local 4-H
Support many other local organizations

Work Experience

*2018 to present Managing Broker
Town and Country Real Estate*

While at Town and Country Real Estate my duties include managing agents. I have trained new agents as well as new office staff. the companies web site, as well as TR-Point. I was also in charge of the scheduling 6 agents for floor time and showings. I am excellent at conflict resolutions and work extremely well with others. I can adapt to any computer operating system and I am proficient in word, excel, publisher, outlook and many more. I order office supplies and make sure the office runs smoothly. I have very strong customer service and sales skills. I also posses knowledge in bookkeeping, payment processing and banking.

2010-2018 Smith Properties
Broker Associate

While at smith properties I worked alone side the Broker to help manage agents and file completion as well as sales in the local Susanville area. . I am excellent at conflict resolutions and work extremely well with others. I can adapt to any computer operating system and I am proficient in word, excel, publisher, outlook and many more. I order office supplies and make sure the office runs smoothly. I have very strong customer service and sales skills. I also posses knowledge in bookkeeping, payment processing and banking.

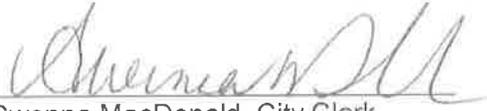
References

Julie Kirack 530-251-7380
Lisa Mossman 707-514-5094
Ashley Sperle 530-249-2109

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The foregoing Resolution No. 19-5631 was adopted at a regular meeting of the City Council of the City of Susanville held on the 3rd day of April, 2019 by the following vote:

AYES: **Franco, Wilson, Moore, Schuster and Stafford**
NOES: **None**
ABSENT: **None**
ABSTAINING: **None**


Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:


Jessica Ryan, City Attorney

Reviewed by: AW City Administrator

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Susanville Symphony Charity Golf Tournament

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: The City has received a request from the Susanville Symphony Society to allow the sale of alcoholic beverages at the Diamond Mountain Golf Course for the Charity Golf Tournament to be held on June 1, 2019. Proceeds from the tournament will benefit youth music programs and scholarships. The Symphony Society will be responsible for obtaining the necessary licensing through the Department of Alcoholic Beverage Control. A letter of authorization from the City is required as part of the application process.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to authorize the sale of alcoholic beverages concessions at the Diamond Mountain Golf Course on June 1, 2019

ATTACHMENTS: Letter of request

The Susanville Symphony Society

1st Annual Charity Golf Tournament

All proceeds to support our youth music programs and scholarships

Diamond Mountain Golf Course, Susanville, CA

Saturday, June 1st, 2019

\$100 per Person

Includes green fees, shared cart, bag lunch & pulled pork dinner

Registration & Check In 7:30am

Tee off 9:00 am with 4 person scramble/shotgun start

Raffle prizes and awards for 1st thru 3rd (lowest scoring teams)

Special prize for highest scoring team

- Prizes:**
- Hole in One (Hole #7) \$10,000
 - Hole in One (Hole # 9) Harley Davidson Motorcycle (\$15,000)
 - Longest Drive for Men (Hole # 8)
 - Longest Drive for Women (Hole # 8)
 - Closest to pin Men (Hole # 15)
 - Closest to pin Women (Hole # 13)

Entry Deadline May 24th, 2019 or first 144 golfers
Individuals and pairs to be assigned and teams of 4 are welcome

Make check and entry form to: The Susanville Symphony Society
2940 Riverside Dr., Suite C
Susanville, CA 96130

For questions call (530)310-8111 or (530)252-1533

The Susanville Symphony Society is a 501(c)(3) non-profit org. ID #81-0620002

Golfer #1 _____
Mailing address _____
_____ Phone _____

Golfer #2 _____
Mailing address _____
_____ Phone _____

Golfer #3 _____
Mailing address _____
_____ Phone _____

Golfer #4 _____
Mailing address _____
_____ Phone _____

Memo

TO: Golf Tournament Committee
FROM: Cheryl
RE: California ABC
DATE: April 16, 2019

I have attached the Daily License Application for our ~~golf~~ tournament. It is \$25.00 to serve beer. A map needs to be drawn indicating where beer will be served and submitted to ABC with our check and the attached license request. Please note that this application needs to be taken to the City of Susanville (property owner) and the Police Department for their signatures prior to submitting.

I also called over to the Golf Club House and spoke with Randy Rice to make sure there wasn't a liquor license in the works and there is not. I came to the decision that the only way we may be able to serve beer at this event, would be to play the back 9, twice. And Randy agreed this may work... ABC has already told the City of Susanville that a liquor license will not be issued unless a bridge or tunnel is built to prevent golf carts from crossing Circle Drive.

4/17/2019 → left message
1

CITY OF SUSANVILLE
RECEIVED
MAY 06 2019
BUILDING & PLANNING

DAILY LICENSE APPLICATION/AUTHORIZATION - Non Transferable

Instructions: Complete all items. Submit to local ABC District Office with required fee (Cashier's Check or Money Order) payable to ABC. Once license is issued, fee cannot be refunded. For a listing of ABC District Offices please visit <http://www.abc.ca.gov/distmap.html>

Pursuant to the authority granted by the organization named below, the undersigned hereby applies for the license(s) described below.

LICENSE NUMBER	GEO CODE
RECEIPT NUMBER	
FEE	
\$	

1. ORGANIZATION'S NAME Susanville Symphony Society	CONDITIONS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	DIAGRAM REQUIRED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---	---

2. LICENSE TYPE (Check appropriate license type AND organization type)

a. **Daily General (\$25.00)** (Includes beer, wine and distilled spirits)

<input type="checkbox"/> Political Party/Affiliate Supporting Candidate for Public Office or Ballot Measure	<input type="checkbox"/> Fraternal Organization in Existence Over Five Years with Regular Membership
<input type="checkbox"/> Organization Formed for Specific Charitable or Civic Purpose	<input type="checkbox"/> Religious Organization
<input checked="" type="checkbox"/> Other: <u>golf tournament fund raiser for youth academy</u>	<input type="checkbox"/> Vessel per Section 24045.10 B&P (\$50.00)

NUMBER OF DISPENSING POINTS
1

b. **Special Daily Beer (\$25.00)** **Special Daily Beer & Wine (\$50.00)** **Special Daily Wine (\$25.00)**

<input checked="" type="checkbox"/> Charitable	<input type="checkbox"/> Fraternal	<input type="checkbox"/> Social	<input type="checkbox"/> Political	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Civic	<input type="checkbox"/> Religious	<input type="checkbox"/> Cultural	<input type="checkbox"/> Amateur Sports Organization	

NUMBER OF DISPENSING POINTS

c. **Special Temporary License (\$100.00)** (Different privileges depending on statute)

<input type="checkbox"/> Television Station per Section 24045.2 or 24045.9 B&P	<input type="checkbox"/> Person conducting Estate Wine Sale per Section 24045.8 B&P
<input type="checkbox"/> Nonprofit Corporation per Sections 24045.4 and 24045.6 B&P	<input type="checkbox"/> Women's Educational and Charitable Organization per Section 24045.3 B&P
<input type="checkbox"/> Other Special Temporary Licenses, per Section _____	

License number _____	Amount \$ _____
----------------------	-----------------

3. EVENT TYPE

<input type="checkbox"/> Dinner	<input type="checkbox"/> Dance	<input type="checkbox"/> Wedding	<input type="checkbox"/> Lunch	<input type="checkbox"/> Picnic	<input type="checkbox"/> Barbeque	<input type="checkbox"/> Social Gathering	<input type="checkbox"/> Festival
<input checked="" type="checkbox"/> Sports Event	<input type="checkbox"/> Concert	<input type="checkbox"/> Birthday	<input type="checkbox"/> Mixer	<input type="checkbox"/> Carnival	<input type="checkbox"/> Dinner Dance	<input type="checkbox"/> Other: _____	

4. TOTAL # OF DAYS 1	5. ESTIMATED ATTENDANCE 100	6. HOURS OF ALCOHOLIC BEVERAGE SALES, SERVICE AND/OR CONSUMPTION From 12 PM To 6:30 PM
-------------------------	--------------------------------	---

7. EVENT DATE(S) June 1, 2019	8. EVENT IS OPEN TO THE PUBLIC <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
----------------------------------	---

9. EVENT LOCATION (Give facility name, if any, street number and name, and city)
Diamond Mountain Golf Course 470-835 Circle Dr. Susanville CA 96130

10. LOCATION IS WITHIN THE CITY LIMITS <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	11. TYPE OF ENTERTAINMENT	12. SECURITY GUARDS <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how many?
---	---------------------------	--	-------------------

13. AUTHORIZED REPRESENTATIVE'S NAME Kenneth Holmes	14. REPRESENTATIVE'S TELEPHONE NUMBER 530-310-4660 or 252-1533
---	---

15. REPRESENTATIVE'S ADDRESS
466-095 Moore Lane Janesville CA 96130

16. ORGANIZATION'S MAILING ADDRESS (If different from #15 above)
PO Box 2172 Susanville CA 96130

17. AUTHORIZED REPRESENTATIVE'S SIGNATURE 	18. DATE SIGNED 5-1-19
--	---------------------------

PROPERTY OWNER APPROVAL BY (Name), REQUIRED	PHONE NUMBER	PROPERTY OWNER SIGNATURE	DATE SIGNED
LAW ENFORCEMENT APPROVAL BY (Name), IF APPLICABLE	PHONE NUMBER	LAW ENFORCEMENT SIGNATURE	DATE SIGNED
DISTRICT OFFICE APPROVAL BY (Name)		ABC EMPLOYEE SIGNATURE	ISSUANCE DATE

The above-named organization is hereby licensed, pursuant to the California Business and Professions Code Division 9 and California Code of Regulations, to engage in the temporary sale of alcoholic beverages for consumption at the above named location for the period authorized above. This license does not include off-sale ("to-go") privileges.

This license may be revoked summarily by the Department if, in the opinion of the Department and/or the local law enforcement agency, it is necessary to protect the safety, welfare, health, peace and morals of the people of the State.



Imagery ©2019 Google, Map data ©2019 Google 100 ft



Diamond Mountain Golf Club

4.4 ★ ★ ★ ★ (20)

Golf driving range



Directions



Save



Nearby



Send to your phone



Share



470-835 Circle Dr, Susanville, CA 96130



988X+6C Susanville, California

Reviewed by:  City Administrator

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

Submitted by: Deborah Savage, Finance Manager

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated April 6, 2019 through May 3, 2019 numbered 203675 through 203886.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 69,124.98 plus \$ 283,786.48 in payroll warrants, for a total of \$ 352,911.46.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
04/19	04/25/2019	203812	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9961142445	1	7401-430-62-46	SUPPLIES-GENERAL	162.28	162.28
04/19	04/25/2019	203812	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9961142445	2	2007-431-20-46	SUPPLIES-GENERAL	162.28	162.28
04/19	04/25/2019	203812	21	AIRGAS USA, LLC	ACETYLENE/ARGON/OXYGEN/	9961142445	3	7110-430-42-46	SUPPLIES-GENERAL	162.28	162.28
Total 9961142445: 486.84 486.84											
04/19	04/25/2019	203813	40	AMPS ELECTRIC	LIGHTING UPDATED PROJECT-	2815	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	11,754.95	11,754.95
Total 2815: 11,754.95 11,754.95											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636689588	1	2007-431-20-44	LINEN SERVICE	62.88	62.88
Total 636689588: 62.88 62.88											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636703501	1	7620-430-10-44	LINEN SERVICE	33.53	33.53
Total 636703501: 33.53 33.53											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636703502	1	2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 636703502: 55.67 55.67											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636703503	1	7401-430-62-44	LINEN SERVICES	49.54	49.54
Total 636703503: 49.54 49.54											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636703504	1	7110-430-42-44	LINEN SERVICE	41.92	41.92
Total 636703504: 41.92 41.92											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	636717441	1	7620-430-10-44	LINEN SERVICE	38.95	38.95
Total 636717441: 38.95 38.95											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636717443	1	7401-430-62-44	LINEN SERVICES	49.54	49.54

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 636717443:											
04/19	04/25/2019	203814	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636717444	1	7110-430-42-44	LINEN SERVICE	41.92	41.92
Total 636717444:											
04/19	04/25/2019	203815	7952		TR EX SANTA CRUZ 4/28/19-5/2/	041219	1	1000-421-10-45	TRAINING	274.50	274.50
Total 041219:											
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	041219	1	8402-413-30-45	PRINTING AND BINDING	25.30	25.30
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	041219	2	8402-413-30-46	POSTAGE	2.80	2.80
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	041219	3	8402-413-30-45	COMMUNICATIONS	64.33	64.33
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	041219	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,867.50	2,867.50
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	041219	5	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	041219	6	8402-413-30-43	TECHNICAL SVCS	170.00	170.00
Total 041219:											
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	042419	1	8402-413-30-45	COMMUNICATIONS	66.28	66.28
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	042419	2	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,592.50	2,592.50
04/19	04/25/2019	203816	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	042419	3	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,530.00	1,530.00
Total 042419:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES- FD	437619	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	10.37	10.37
Total 437619:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	437753	1	1000-452-20-46	SUPPLIES-GENERAL	2.13	2.13
Total 437753:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-WATER	437933	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	1.92	1.92
Total 437933:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES- FD	437975	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	15.32	15.32

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 437975:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	438045	1	1000-452-20-46	SUPPLIES-GENERAL	5.88	5.88
Total 438045:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-WATER	438255	1	7301-430-52-46	SUPPLIES-GENERAL	18.51	18.51
Total 438255:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	438357	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	41.01	41.01
Total 438357:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-FD	438392	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	8.86	8.86
Total 438392:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	438423	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	9.63	9.63
Total 438423:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-FD	438470	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	32.99	32.99
Total 438470:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	438493	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	86.23	86.23
Total 438493:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	438504	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	9.64	9.64
Total 438504:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-WATER	438522	1	7301-430-52-46	SUPPLIES-GENERAL	21.40	21.40
Total 438522:											

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
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES- FD	438589	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	15.41	15.41
Total 438589:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES- FD	438669	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	11.56	11.56
Total 438669:											
04/19	04/25/2019	203817	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	438698	1	2007-431-20-46	SUPPLIES-GENERAL	14.79	14.79
Total 438698:											
04/19	04/25/2019	203818	8591		PHYSICAL FITNESS ALLOWAN	042319	1	1000-422-10-47	MACHINERY AND EQUIPMENT	250.00	250.00
Total 042319:											
04/19	04/25/2019	203819	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVLFD 040119	1	1000-422-10-44	DISPOSAL	184.05	184.05
Total SVLFD 040119:											
04/19	04/25/2019	203820	9620		REFUND GAS DEPOSIT	10506350234	1	7401-2228-000	DEPOSITS-CUSTOMER	119.23	119.23
Total 10506350234:											
04/19	04/25/2019	203821	148	COMPUTER LOGISTICS	SUPPLIES-PW	72287	1	7620-430-10-46	SUPPLIES-GENERAL	1,233.38	1,233.38
Total 72287:											
04/19	04/25/2019	203822	8836	DEPARTMENT OF FORE	SUPPLIES- FD	18-DVG80-17	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	44.00	44.00
Total 18-DVG80-17:											
04/19	04/25/2019	203823	194	DIAMOND SAW SHOP IN	SUPPLIES -PARKS	16898	1	1000-452-20-46	SUPPLIES-GENERAL	23.17	23.17
Total 16898:											
04/19	04/25/2019	203823	194	DIAMOND SAW SHOP IN	SUPPLIES -PARKS	16904	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	13.60	13.60

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 16904:											
04/19	04/25/2019	203823	194	DIAMOND SAW SHOP IN	SUPPLIES- FIRE	16905	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	13.60	13.60
Total 16905:											
04/19	04/25/2019	203823	194	DIAMOND SAW SHOP IN	SUPPLIES -PARKS	16924	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	23.38	23.38
Total 16924:											
04/19	04/25/2019	203824	1260	DIRECTV INC	CABLE-GC	36175141983	1	7530-451-52-45	COMMUNICATIONS	227.20	227.20
Total 36175141983:											
04/19	04/25/2019	203825	198	DITCH WITCH EQUIPMEN	SUPPLIES- WATER	286869	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	160.70	160.70
Total 286869:											
04/19	04/25/2019	203826	219	ED STAUB & SONS PETR	OIL-FD	14747408	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	728.09	728.09
Total 14747408:											
04/19	04/25/2019	203827	230	ENTENMANN - ROVIN CO	DOMED BADGES-FD	0140683-IN	1	1000-422-10-43	VOLUNTEERS	354.00	354.00
Total 0140683-IN:											
04/19	04/25/2019	203828	238	FASTENAL COMPANY	SUPPLIES-WATER	CASUS79980	1	7110-430-42-46	SUPPLIES - SAFETY ITEMS	27.86	27.86
Total CASUS79980:											
04/19	04/25/2019	203829	241	FEATHER PUBLISHING C	BUDGET NOTICE	1524698	1	8402-413-30-45	ADVERTISING	36.40	36.40
Total 1524698:											
04/19	04/25/2019	203830	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	971748A	1	7112-430-42-43	TECHNICAL SERVICES	28.00	28.00
Total 971748A:											

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
04/19	04/25/2019	203830	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	971749A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 971749A:											
04/19	04/25/2019	203830	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	972195A	1	7110-430-42-43	TECHNICAL SVCS	147.00	147.00
Total 972195A:											
04/19	04/25/2019	203831	257	FOREST OFFICE EQUIP	COPY PAPER- PW	1156	1	7620-430-10-46	SUPPLIES-GENERAL	53.61	53.61
Total 1156:											
04/19	04/25/2019	203832	265	FRONTIER	257-0315 AWOS AIRPORT	0315 041519	1	7201-430-81-45	COMMUNICATIONS	48.54	48.54
Total 0315 041519:											
04/19	04/25/2019	203832	265	FRONTIER	257-1041 ADMIN-PW	1041 040519	1	7620-430-10-45	COMMUNICATIONS	654.72	654.72
Total 1041 040519:											
04/19	04/25/2019	203832	265	FRONTIER	257-1044 PRI	1044 040519	1	7620-430-10-45	COMMUNICATIONS	89.83	89.83
Total 1044 040519:											
04/19	04/25/2019	203832	265	FRONTIER	252-1182 SCADA - WATER	1182 041019	1	7110-430-42-45	COMMUNICATIONS	303.16	303.16
Total 1182 041019:											
04/19	04/25/2019	203832	265	FRONTIER	257-2845 UJB ROLL OVER	2845 041519	1	7620-430-10-45	COMMUNICATIONS	70.06	70.06
Total 2845 041519:											
04/19	04/25/2019	203832	265	FRONTIER	257-4725-FAX	4725 041519	1	1000-419-10-45	COMMUNICATIONS	60.30	60.30
04/19	04/25/2019	203832	265	FRONTIER	257-4725 CITY HALL FAX	4725 041519	2	1000-417-10-45	COMMUNICATIONS	60.30	60.30
Total 4725 041519:											
04/19	04/25/2019	203832	265	FRONTIER	257-5152 FIRE	5152 041019	1	1000-422-10-45	COMMUNICATIONS	304.39	304.39

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 5152 041019:											
04/19	04/25/2019	203832	265	FRONTIER	257-5603 POLICE	5603 041019	1	1000-421-10-45	COMMUNICATIONS	304.39	304.39
Total 5603 041019:											
04/19	04/25/2019	203832	265	FRONTIER	257-1182 NAT GAS TELEMETRY	7-1182 041019	1	7401-430-62-45	COMMUNICATIONS	782.71	782.71
Total 7-1182 041019:											
04/19	04/25/2019	203833	1073		RETURN DEP 365 HALL STREE	042319	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	550.00	550.00
Total 042319:											
04/19	04/25/2019	203834	335	J.W. WOOD CO INC	SUPPLIES- PARKS	S109978	1	1000-452-20-46	SUPPLIES-GENERAL	11.87	11.87
Total S109978:											
04/19	04/25/2019	203834	335	J.W. WOOD CO INC	SUPPLIES- PARKS	S110070	1	1000-452-20-46	SUPPLIES-GENERAL	28.93	28.93
Total S110070:											
04/19	04/25/2019	203835	411	LASSEN MOTOR PARTS	SUPPLIES-FD	320174	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	8.11	8.11
Total 320174:											
04/19	04/25/2019	203835	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	320708	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	6.86	6.86
Total 320708:											
04/19	04/25/2019	203835	411	LASSEN MOTOR PARTS	SUPPLIES-FD	321137	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	90.11	90.11
Total 321137:											
04/19	04/25/2019	203835	411	LASSEN MOTOR PARTS	CREDIT-FD	321152	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	4.33-	4.33-
Total 321152:											

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
04/19	04/25/2019	203835	411	LASSEN MOTOR PARTS	SUPPLIES-FD	32239	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	15.08	15.08
Total 32239:											
04/19	04/25/2019	203836	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	101853	1	2007-431-20-44	DISPOSAL	31.37	31.37
Total 101853:											
04/19	04/25/2019	203837	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 041619	1	1000-452-20-46	ELECTRICITY	27.36	27.36
Total 10262 041619:											
04/19	04/25/2019	203837	437	LMUD	STREET LIGHTS	14039 040419	1	2007-431-60-46	ELECTRICITY	193.32	193.32
Total 14039 040419:											
04/19	04/25/2019	203837	437	LMUD	STREET LIGHTS	14041 040419	1	2007-431-60-46	ELECTRICITY	3,607.79	3,607.79
Total 14041 040419:											
04/19	04/25/2019	203837	437	LMUD	S GAY ST-STREETS	24323 040419	1	2007-431-60-46	ELECTRICITY	34.88	34.88
Total 24323 040419:											
04/19	04/25/2019	203837	437	LMUD	66 N LASSEN ST	2466 040419	1	1000-417-10-46	ELECTRICITY	611.06	611.06
Total 2466 040419:											
04/19	04/25/2019	203837	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 040419	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 040419:											
04/19	04/25/2019	203837	437	LMUD	STREET LIGHTS	2467 040419	1	2007-431-60-46	ELECTRICITY	1,627.50	1,627.50
Total 2467 040419:											
04/19	04/25/2019	203837	437	LMUD	65 N WEATHERLOW ST-PARK	2865 040419	1	1000-452-20-46	ELECTRICITY	43.30	43.30

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 2865 040419:											
04/19	04/25/2019	203837	437	LMUD	65 N WEATHERLOW ST-MUSEU	2866 040419	1	1000-451-80-46	ELECTRICITY	43.30	43.30
Total 2866 040419:											
04/19	04/25/2019	203837	437	LMUD	65 N WEATHERLOW ST-COMM	2867 040419	1	1000-452-20-46	ELECTRICITY	28.42	28.42
Total 2867 040419:											
04/19	04/25/2019	203837	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 040419	1	1000-452-20-46	ELECTRICITY	17.74	17.74
Total 2870 040419:											
04/19	04/25/2019	203837	437	LMUD	NORTH ST BALL PARK-MEM FI	2873 040419	1	1000-452-20-46	ELECTRICITY	27.97	27.97
Total 2873 040419:											
04/19	04/25/2019	203837	437	LMUD	SKYLINE DR WELL 4-WATER	29931 041019	1	7110-430-42-46	ELECTRICITY	32.17	32.17
Total 29931 041019:											
04/19	04/25/2019	203837	437	LMUD	HARRIS DR & HWY 36-WATER	30658 040419	1	7110-430-42-46	ELECTRICITY	272.50	272.50
Total 30658 040419:											
04/19	04/25/2019	203837	437	LMUD	472-105 JOHNSTONVILLE WAT	350161 041619	1	7112-430-42-46	ELECTRICITY	272.50	272.50
Total 350161 041619:											
04/19	04/25/2019	203837	437	LMUD	SAN FRANCISCO ST- STREETS	416835 041619	1	2007-431-60-46	ELECTRICITY	163.84	163.84
Total 416835 041619:											
04/19	04/25/2019	203837	437	LMUD	FIRST STREET & ALLEY STREE	416848 041619	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416848 041619:											

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
04/19	04/25/2019	203837	437 LMUD		LONG ALLEY & LOVELL ALLEY-	416860 040419	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416860 040419:											
04/19	04/25/2019	203837	437 LMUD		INSPIRATION POINT- STREETS	416915 040419	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416915 040419:											
04/19	04/25/2019	203837	437 LMUD		CAMPBELL ST- STREETS	416940 041019	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416940 041019:											
04/19	04/25/2019	203837	437 LMUD		WASHO LN- STREETS	416959 041019	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416959 041019:											
04/19	04/25/2019	203837	437 LMUD		130 N LASSEN STREET- STREE	416962 040419	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 416962 040419:											
04/19	04/25/2019	203837	437 LMUD		MARTHA & ARNOLD STREET LI	421476 041019	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 421476 041019:											
04/19	04/25/2019	203837	437 LMUD		130 N PINE ST- STREETS	425450 040419	1	2007-431-60-46	ELECTRICITY	15.01	15.01
Total 425450 040419:											
04/19	04/25/2019	203837	437 LMUD		UPTOWN DECOR LIGHTS-STRE	43511 040419	1	2007-431-60-46	ELECTRICITY	219.89	219.89
Total 43511 040419:											
04/19	04/25/2019	203837	437 LMUD		115 N WEATHERLOW ST-MUSE	43866 040419	1	1000-451-80-46	ELECTRICITY	51.11	51.11
Total 43866 040419:											
04/19	04/25/2019	203837	437 LMUD		N PINE & COOK - SCADA-WATE	44153 040419	1	7110-430-42-46	ELECTRICITY	26.46	26.46

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 44153 040419:											
04/19	04/25/2019	203837	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 041019	1	7110-430-42-46	ELECTRICITY	26.16	26.16
Total 44298 041019:											
04/19	04/25/2019	203837	437	LMUD	PAIUTE LN SCADA-WATER	44316 041019	1	7110-430-42-46	ELECTRICITY	25.26	25.26
Total 44316 041019:											
04/19	04/25/2019	203837	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 041019	1	7110-430-42-46	ELECTRICITY	51.26	51.26
Total 45542 041019:											
04/19	04/25/2019	203837	437	LMUD	WELL #3-WATER	4559 041619	1	7110-430-42-46	ELECTRICITY	60.61	60.61
Total 4559 041619:											
04/19	04/25/2019	203837	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 040419	1	2007-431-60-46	ELECTRICITY	60.05	60.05
Total 49500 040419:											
04/19	04/25/2019	203837	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 040419	1	2007-431-60-46	ELECTRICITY	147.88	147.88
Total 49501 040419:											
04/19	04/25/2019	203837	437	LMUD	606 1/2 NEVADA ST	58211 040419	1	1000-417-10-46	ELECTRICITY	21.76	21.76
Total 58211 040419:											
04/19	04/25/2019	203837	437	LMUD	NORTH ST BASEBALL PARK M	9283 040419	1	1000-452-20-46	ELECTRICITY	146.25	146.25
Total 9283 040419:											
04/19	04/25/2019	203837	437	LMUD	GEO PUMP #1	9297 040419	1	7301-430-52-46	ELECTRICITY	1,782.34	1,782.34
Total 9297 040419:											

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 52-00104117:											
04/19	04/25/2019	203842	9493	NATIONAL AUTO PARTS	SUPPLIES- WATER	52-00104227	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	28.14	28.14
Total 52-00104227:											
04/19	04/25/2019	203843	824	OFFICE DEPOT	OFFICE SUPPLIES	300551347001	1	1000-415-10-46	SUPPLIES-GENERAL	32.16	32.16
Total 300551347001:											
04/19	04/25/2019	203844	9133	OWEN EQUIPMENT SALE	REPAIRS SWEEPER #332- STR	453191	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3,284.54	3,284.54
Total 453191:											
04/19	04/25/2019	203845	572	QUILL CORPORATION	OFFICE SUPPLIES	2830751	1	1000-415-10-46	SUPPLIES-GENERAL	67.42	67.42
Total 2830751:											
04/19	04/25/2019	203845	572	QUILL CORPORATION	CREDIT	5622953	1	1000-415-10-46	SUPPLIES-GENERAL	572.65-	572.65-
Total 5622953:											
04/19	04/25/2019	203845	572	QUILL CORPORATION	JANITORIAL SUPPLIES-FD	6484944	1	1000-422-10-46	SUPPLIES-JANITORIAL	105.06	105.06
Total 6484944:											
04/19	04/25/2019	203845	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	6493243	1	7620-430-10-46	SUPPLIES-GENERAL	102.95	102.95
Total 6493243:											
04/19	04/25/2019	203845	572	QUILL CORPORATION	OFFICE SUPPLIES	6524421	1	1000-415-10-46	SUPPLIES-GENERAL	84.85	84.85
Total 6524421:											
04/19	04/25/2019	203845	572	QUILL CORPORATION	OFFICE SUPPLIES	6525215	1	1000-415-10-46	SUPPLIES-GENERAL	91.15	91.15
Total 6525215:											

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
04/19	04/25/2019	203845	572	QUILL CORPORATION	OFFICE SUPPLIES	6560189	1	1000-415-10-46	SUPPLIES-GENERAL	320.86	320.86
Total 6560189:											
04/19	04/25/2019	203846	1040	R & R PRODUCTS INC	MAINT & RPR- GC	CD2330317	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	170.99	170.99
Total CD2330317:											
04/19	04/25/2019	203847	1296	RENTAL GUYS	EQUIPMENT RENTAL-PARKS	702793-5	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	1,461.37	1,461.37
Total 702793-5:											
04/19	04/25/2019	203848	1076	SIERRA COFFEE AND BE	BOTTLED WATER	51440	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 51440:											
04/19	04/25/2019	203849	641	SIERRA FILTRATION PR	REPAIR & MAINT- FIRE	80457	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	150.57	150.57
Total 80457:											
04/19	04/25/2019	203850	883	SILVER STATE INTERNA	SUPPLIES- STREETS	SP508929	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1,487.75	1,487.75
Total SP508929:											
04/19	04/25/2019	203850	883	SILVER STATE INTERNA	CREDIT- STREETS	SP509558	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	743.88-	743.88-
Total SP509558:											
04/19	04/25/2019	203851	9295	TAMCO CAPITAL CORP	COMMUNICATION-FD	5006110776	1	1000-422-10-45	COMMUNICATIONS	262.77	262.77
Total 5006110776:											
04/19	04/25/2019	203852	9621		REFUND WATER DEPOSIT	10324950001	1	7110-2228-000	DEPOSITS-CUSTOMER	53.64	53.64
Total 10324950001:											
04/19	04/25/2019	203853	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3405	1	7401-430-62-46	SUPPLIES-GENERAL	135.85	135.85
04/19	04/25/2019	203853	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3405	2	2007-431-20-46	SUPPLIES-GENERAL	135.85	135.85
04/19	04/25/2019	203853	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3405	3	7110-430-42-46	SUPPLIES-GENERAL	135.85	135.85

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 3405:											
04/19	04/25/2019	203853	712	TNS TRUCKING CO	SUPPLIES-WATER	3616	1	7110-430-42-46	SUPPLIES-GENERAL	407.55	407.55
Total 3616:											
04/19	04/25/2019	203853	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3623	1	7401-430-62-46	SUPPLIES-GENERAL	312.10	312.10
04/19	04/25/2019	203853	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3623	2	2007-431-20-46	SUPPLIES-GENERAL	312.09	312.09
04/19	04/25/2019	203853	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3623	3	7110-430-42-46	SUPPLIES-GENERAL	312.10	312.10
Total 3623:											
04/19	04/25/2019	203854	7499	TYDENBROOKS	SUPPLIES-GAS	970784	1	7401-430-62-46	SUPPLIES-GENERAL	141.89	141.89
Total 970784:											
04/19	04/25/2019	203855	749	VERIZON WIRELESS	CELLULAR PHONES - FD	9827240200	1	1000-422-10-45	COMMUNICATIONS	266.07	266.07
Total 9827240200:											
04/19	04/25/2019	203856	8775		TR EX SANTA CRUZ 4/28/19-5/2/	041219	1	1000-421-10-45	TRAINING	274.50	274.50
Total 041219:											
04/19	04/25/2019	203857	770	WESTERN NEVADA SUP	SUPPLIES-WATER	6781327	1	7110-430-42-46	SUPPLIES-GENERAL	182.34	182.34
Total 6781327:											
04/19	04/25/2019	203857	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67813297	1	7110-430-42-46	SUPPLIES-GENERAL	192.90	192.90
Total 67813297:											
04/19	04/25/2019	203857	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67818689	1	7110-430-42-46	SUPPLIES - SAFETY ITEMS	25.74	25.74
Total 67818689:											
04/19	04/25/2019	203858	1198	WESTWOOD SANITATIO	PORTABLE TOILET - RIVERSID	A-56897	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	12.43	12.43

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 4/25/2019 - 4/25/2019

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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 A-56897:											
04/19	04/25/2019	203858	1198	WESTWOOD SANITATIO	PORTABLE TOILET - MEMORIA	A-56899	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	31.09	31.09
Total A-56899:											
Grand Totals:											
										50,071.60	50,071.60

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	
04/19	04/30/2019	203859	728	U S POSTMASTER	UB BILLING GAS	043019	1	7401-430-62-46	POSTAGE	530.95	530.95	
04/19	04/30/2019	203859	728	U S POSTMASTER	UB BILLING WATER	043019	2	7110-430-42-46	POSTAGE	273.52	273.52	
Total 043019:											804.47	804.47
Grand Totals:											804.47	804.47

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
05/19	05/02/2019	203860	1256	AMA GOLF CO	BALLS- GC	146401	1	7530-451-55-46	SUPPLIES - GENERAL	56.77	56.77
Total 146401:											
05/19	05/02/2019	203861	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636731423	1	7620-430-10-44	LINEN SERVICE	35.34	35.34
Total 636731423:											
05/19	05/02/2019	203861	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636731424	1	2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 636731424:											
05/19	05/02/2019	203861	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636731425	1	7401-430-62-44	LINEN SERVICES	49.54	49.54
Total 636731425:											
05/19	05/02/2019	203861	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636731426	1	7110-430-42-44	LINEN SERVICE	41.92	41.92
Total 636731426:											
05/19	05/02/2019	203862	76	BILLINGTON ACE HARD	SUPPLIES- GAS	438509	1	7401-430-62-46	SUPPLIES-GENERAL	4.05	4.05
Total 438509:											
05/19	05/02/2019	203862	76	BILLINGTON ACE HARD	SUPPLIES- GC	438676	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	46.78	46.78
Total 438676:											
05/19	05/02/2019	203862	76	BILLINGTON ACE HARD	SUPPLIES-GAS	439027	1	7401-430-62-46	SUPPLIES-GENERAL	14.65	14.65
Total 439027:											
05/19	05/02/2019	203862	76	BILLINGTON ACE HARD	SUPPLIES-GAS	439134	1	7401-430-62-46	SUPPLIES-GENERAL	25.98	25.98

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 439134:											
05/19	05/02/2019	203863	9622		REFUND GAS DEPOSIT	10306901223	1	7401-2228-000	DEPOSITS-CUSTOMER	16.12	16.12
Total 10306901223:											
05/19	05/02/2019	203864	9623		REFUND GAS DEPOSIT	10208700012	1	7401-2228-000	DEPOSITS-CUSTOMER	30.83	30.83
Total 10208700012:											
05/19	05/02/2019	203865	1358	CLASSIC GOLF CAR INC.	SUPPLIES- GC	5998	1	7530-451-55-44	REPAIR AND MAINT - MISC	80.44	80.44
Total 5998:											
05/19	05/02/2019	203866	147		TR EX SAN DIEGO 5/5/19-5/10/1	042619	1	1000-421-10-45	TRAINING	390.50	390.50
Total 042619:											
05/19	05/02/2019	203867	148	COMPUTER LOGISTICS	MONTHLY SERVICES MAINTEN	80362	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 80362:											
05/19	05/02/2019	203868	161	CSK AUTO INC	SUPPLIES-GAS	2740175568	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.36	5.36
05/19	05/02/2019	203868	161	CSK AUTO INC	SUPPLIES-WATER	2740175568	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	5.36	5.36
05/19	05/02/2019	203868	161	CSK AUTO INC	SUPPLIES-STREETS	2740175568	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.36	5.36
Total 2740175568:											
05/19	05/02/2019	203868	161	CSK AUTO INC	SUPPLIES-GAS	2740176762	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	30.01	30.01
05/19	05/02/2019	203868	161	CSK AUTO INC	SUPPLIES-STREETS	2740176762	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	30.01	30.01
05/19	05/02/2019	203868	161	CSK AUTO INC	SUPPLIES-WATER	2740176762	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	30.01	30.01
Total 2740176762:											
05/19	05/02/2019	203869	1185		TR EX BOISE, ID 5/6/19-5/9/19	040819	1	7401-430-62-45	TRAVEL	111.50	111.50
Total 040819:											
										111.50	111.50

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
05/19	05/02/2019	203870	219	ED STAUB & SONS PETR	164.73 GAL PROPANE-AP	28576	1	7201-430-81-46	PROPANE	271.92	271.92
Total 28576:											
05/19	05/02/2019	203871	241	FEATHER PUBLISHING C	NOTICE OF LIVE AUCTION-PD	042319	1	1000-421-10-45	ADVERTISING	62.40	62.40
Total 042319:											
05/19	05/02/2019	203871	241	FEATHER PUBLISHING C	EMPLOYMENT AD HLVRA JPA	1533408	1	1000-416-10-45	ADVERTISING	237.60	237.60
Total 1533408:											
05/19	05/02/2019	203871	241	FEATHER PUBLISHING C	EMPLOYMENT AD GAS TECHNI	1533411	1	1000-416-10-45	ADVERTISING	132.00	132.00
Total 1533411:											
05/19	05/02/2019	203871	241	FEATHER PUBLISHING C	EMPLOYMENT AD GAS TECHNI	1534092	1	1000-416-10-45	ADVERTISING	132.00	132.00
Total 1534092:											
05/19	05/02/2019	203871	241	FEATHER PUBLISHING C	EMPLOYMENT AD HLVRA JPA	1534148	1	1000-416-10-45	ADVERTISING	237.60	237.60
Total 1534148:											
05/19	05/02/2019	203871	241	FEATHER PUBLISHING C	ADVERTISEMENT-GC	1536801	1	7530-451-52-45	ADVERTISING	216.75	216.75
Total 1536801:											
05/19	05/02/2019	203872	9624		REFUND GAS DEPOSIT	10506350123	1	7401-2228-000	DEPOSITS-CUSTOMER	121.41	121.41
Total 10506350123:											
05/19	05/02/2019	203873	250	FLANIGAN-LEAVITT INSU	CRIME POLICY 4/1/19 - 4/1/20	301115	1	7630-411-40-45	INSUR.CRIME BOND LIAB	487.16	487.16
05/19	05/02/2019	203873	250	FLANIGAN-LEAVITT INSU	CRIME POLICY 4/1/19 - 4/1/20	301115	2	7630-1430-105	PRE-PAID-OTHER	2,335.84	2,335.84
Total 301115:											
05/19	05/02/2019	203874	335	J.W. WOOD CO INC	SUPPLIES- GC	S110327	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	244.71	244.71

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 S110327:											
05/19	05/02/2019	203875	362	KAUFFMAN, BILL	CUSTODIAL SVCS	226351	1	1000-417-10-44	CUSTODIAL	244.71	244.71
Total 226351:											
05/19	05/02/2019	203875	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	753448	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 753448:											
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	320673	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	10.25	10.25
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	320673	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.26	10.26
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	320673	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.26	10.26
Total 320673:											
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	320949	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.80	5.80
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	320949	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	5.81	5.81
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	320949	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.81	5.81
Total 320949:											
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	320963	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.00	4.00
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	320963	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	4.00	4.00
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	320963	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.99	3.99
Total 320963:											
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	321223	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	15.73	15.73
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	321223	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	15.72	15.72
05/19	05/02/2019	203876	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	321223	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	15.73	15.73
Total 321223:											
05/19	05/02/2019	203877	437	LMUD	AIRPORT VASI LIGHTS	10108 042219	1	7201-430-81-46	ELECTRICITY	121.48	121.48
Total 10108 042219:											

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
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 042219	1	7530-451-52-46	ELECTRICITY	34.34	34.34
Total 122907 042219:											
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE PUMP STATION	122910 042219	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 122910 042219:											
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 042219	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 122929 042219:											
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE PUMP HOUSE	132052 042219	1	7530-451-52-46	ELECTRICITY	106.57	106.57
Total 132052 042219:											
05/19	05/02/2019	203877	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 042219	1	7530-451-52-46	ELECTRICITY	287.53	287.53
Total 144281 042219:											
05/19	05/02/2019	203877	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 042219	1	1000-452-20-46	ELECTRICITY	57.37	57.37
Total 3522 042219:											
05/19	05/02/2019	203877	437	LMUD	105 S ASH STREET	412864 042219	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 412864 042219:											
05/19	05/02/2019	203877	437	LMUD	AIRPORT LOT 5	51908 042219	1	7201-430-81-46	ELECTRICITY	18.06	18.06
Total 51908 042219:											
05/19	05/02/2019	203877	437	LMUD	AIRPORT HANGER 6	54333 042219	1	7201-430-81-46	ELECTRICITY	23.61	23.61
Total 54333 042219:											
05/19	05/02/2019	203877	437	LMUD	925 SIERRA RD SPORTS CTR	60453 042219	1	1000-452-20-46	ELECTRICITY	21.20	21.20

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 60453 042219:											
05/19	05/02/2019	203877	437	LMUD	AIRPORT OFFICE	7146 042219	1	7201-430-81-46	ELECTRICITY	434.68	434.68
Total 7146 042219:											
05/19	05/02/2019	203877	437	LMUD	AIRPORT GAS PUMP	7154 042219	1	7201-430-81-46	ELECTRICITY	29.09	29.09
Total 7154 042219:											
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE CLUB HOUSE	7394 042219	1	7530-451-52-46	ELECTRICITY	60.81	60.81
Total 7394 042219:											
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE CART BARN 2	7400 042219	1	7530-451-52-46	ELECTRICITY	26.71	26.71
Total 7400 042219:											
05/19	05/02/2019	203877	437	LMUD	1801 MAIN ST	8314 042219	1	1000-421-10-46	ELECTRICITY	759.48	759.48
Total 8314 042219:											
05/19	05/02/2019	203877	437	LMUD	GOLF COURSE BARN 1 & 3	9312 042219	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 9312 042219:											
05/19	05/02/2019	203878	824	OFFICE DEPOT	OFFICE SUPPLIES	296060198001	1	1000-417-10-46	SUPPLIES-GENERAL	8.32	8.32
Total 296060198001:											
05/19	05/02/2019	203879	9133	OWEN EQUIPMENT SALE	REPAIR & MAINT-STREETS	45491	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	279.50	279.50
Total 45491:											
05/19	05/02/2019	203880	1361	SAFARILAND, LLC	SAFETY EQUIPMENT-PD	1010170022	1	1000-421-10-47	EQUIPMENT - SAFETY	.02	.02
Total 1010170022:											

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
05/19	05/02/2019	203880	1361	SAFARILAND, LLC	BALLISTIC CARRIERS AND NA	I010-170022	1	1000-421-10-47	EQUIPMENT - SAFETY	504.33	504.33
05/19	05/02/2019	203880	1361	SAFARILAND, LLC	AMENDED	I010-170022	2	1000-421-10-47	EQUIPMENT - SAFETY	17.71	17.71
Total I010-170022:											
05/19	05/02/2019	203881	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	51480	1	7620-430-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 51480:											
05/19	05/02/2019	203881	1076	SIERRA COFFEE AND BE	BOTTLED WATER	54173	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 54173:											
05/19	05/02/2019	203882	9625		TR EX BOISE ID 5/6/19-5/9/19	040819	1	7401-430-62-45	TRAVEL	111.50	111.50
Total 040819:											
05/19	05/02/2019	203883	9580	THE WIRE WIZARD	REPAIR & MAINT- WATER	711	1	7110-430-42-44	REPAIR AND MAINTENANCE-F	1,760.00	1,760.00
05/19	05/02/2019	203883	9580	THE WIRE WIZARD	REPAIR & MAINT-GAS	711	2	7401-430-62-44	REPAIR AND MAINTENANCE-F	1,760.00	1,760.00
Total 711:											
05/19	05/02/2019	203884	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67811556	1	7110-430-42-46	SUPPLIES-GENERAL	15.02	15.02
Total 67811556:											
05/19	05/02/2019	203884	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67828331	1	7110-430-42-46	SUPPLIES-GENERAL	223.76	223.76
Total 67828331:											
05/19	05/02/2019	203885	9626	WILLIAMS FLOORS	POLICE DEPARTMENT FLOORI	212853	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	4,000.00	4,000.00
Total 212853:											
05/19	05/02/2019	203886	8945	WILSON SPORTING GOO	SUPPLIES- GC	4527784685	1	7530-451-55-46	SUPPLIES - GENERAL	725.87	725.87
Total 4527784685:											

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 5/2/2019 - 5/2/2019

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
Grand Totals:											
										18,248.91	18,248.91

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

Reviewed by: City Administrator
 Public Works Director

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution Number 19-5633 authorizing Mayor to execute a lease agreement with TIAA Commercial Finance, Inc. and renew a maintenance contract with Forest Office Equipment for a new Kyocera 5052ci black/white/color copier/printer/fax/scan machine.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Public Works Department has been leasing a Kyocera Taskalfa 4551CI black/white and color copier/printer/fax/scan through Great America Leasing Corp. since 2014. The Public Works Department has had a maintenance agreement through Forest Office Equipment since 2009.

Three quotes were obtained for the lease of a 5052ci for the term of 63 months. Carrel's Office Solutions quoted a monthly price of \$349.30 and Advanced Document quoted a monthly price of \$310. TIAA Commercial Finance, Inc. quoted the lowest monthly price of \$300.

The new lease agreement with TIAA Commercial Finance, Inc. would include the lease of a Kyocera 5052ci. The lease price is \$300 per month for a term of 63 months. This is a price reduction of \$39.33 per month from our current monthly contract price. The new lease agreement will save nearly \$2,500 over the lease period. The Public Works Department identified several unused features of the current machine to eliminate in order to reduce the monthly lease agreement price. The Kyocera 5052ci has all the functions required to meet the needs of the Public Works Department. The lease agreement term is 63 months.

Three quotes were obtained for the maintenance contract for a term of 63 months. Carrel's Office Solutions, Advanced Document, and Forest Office Equipment provided quotes. The three maintenance contract quotes all included a black and white copies monthly base payment which includes 7,000 copies; fee for additional black and white copies; color copies monthly base payment which includes 1,500 copies; and a fee for additional color copies. The quote provided by Forest Office Equipment is the lowest.

The proposed maintenance contract with Forest Office Equipment is the same as the current contract in place. The maintenance contract includes a black and white copies monthly base payment of \$70 which includes 7,000 copies. Each additional black and white copy would be \$.01 per print. The maintenance contract also includes a color copies monthly base payment of \$105 which includes 1,500 copies. Each additional color copy would be \$.07 per print. The maintenance contract term is 63 months.

FISCAL IMPACT:

The lease agreement price is \$300 per month plus tax for a contract term of 63 months. This results in a financial savings of \$471.96 per year compared to the current agreement.

The maintenance contract monthly base payment is \$175, which is the same as the current maintenance contract. The maintenance contract term is 63 months.

ACTION REQUESTED: Motion approving Resolution Number 19-5633 authorizing Mayor to execute a lease agreement with TIAA Commercial Finance, Inc. and renew a maintenance contract with Forest Office Equipment for a new Kyocera 5052ci black/white/color copier/printer/fax/scan machine.

ATTACHMENTS: Resolution Number 19-5633
TIAA Commercial Finance, Inc. Lease Agreement
Forest Office Equipment Maintenance Contract

RESOLUTION NUMBER 19-5633

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING MAYOR TO EXECUTE LEASE AGREEMENT WITH TIAA COMMERCIAL FINANCE, INC. AND RENEW A MAINTENANCE CONTRACT WITH FOREST OFFICE EQUIPMENT FOR A KYOCERA 5052CI BLACK/WHITE/COLOR COPIER/PRINTER/FAX/SCAN FOR USE IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Public Works Department's current lease agreement with Great America Leasing Corp. of a Kyocera 455CI will expire June 2019; and

WHEREAS, the Public Works Department's current maintenance contract with Forest Office Equipment of a Kyocera 455CI will expire June 2019; and

WHEREAS, the Public Works Department determined that a Kyocera 5052CI black/white/color printer/copier/fax/scan is the appropriate machine to replace the Kyocera 455CI currently in use; and

WHEREAS, three quotes for leasing a Kyocera 5052CI were obtained; and

WHEREAS, TIAA Commercial Finance, Inc. provided the lowest quote of \$300 per month;

WHEREAS, the equipment will be purchased through a Lease Agreement with TIAA Commercial Finance, Inc. for a period of 63 months; and

WHEREAS, three quotes for a maintenance contract for the Kyocera 5052CI were obtained; and

WHEREAS, Forest Office Equipment provided the lowest quote; and

WHEREAS, the maintenance contract with Forest Office Equipment includes a monthly base payment of \$175, additional black and white copy at \$.01 per print, and additional color copy at \$.07 per print; and

WHEREAS, the maintenance contract with Forest Office Equipment is for a period of 63 months.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville has hereby authorized Mayor to execute a 63 month Lease Agreement with TIAA Commercial Finance, Inc. and renew a 63 month maintenance contract with Forest Office Equipment for a Kyocera 5052CI black/white/color copier/printer/fax/scan.

Dated: May 15, 2019

APPROVED:

Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 19-5633** was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of May 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney



GOVERNMENTAL LEASE AGREEMENT

Please fax completed agreement to 1-866-329-8795
Questions or need assistance? Call 1-866-551-8795

This Lease has been written in "Plain English." When we use the words Lessee, You and Your in this Lease, we mean the Lessee indicated below. When we use the words Lessor, We, Us, and Our in this Lease, We mean TIAA Commercial Finance, Inc. Our address is 10 Waterview Blvd. Parsippany, New Jersey 07054.

LESSEE INFORMATION	Lessee Name City Of Susanville Public Works	Lease Number
	Billing Street Address/City/County/State/Zip 720 South St, Susanville, CA 96130	Federal Tax ID Number
	Equipment Location (if different from above)	Lessee Phone Number 530.257.1041

SUPPLIER INFORMATION	Supplier Name ("Supplier")	Supplier Phone Number
	Street Address/City/State/Zip	

EQUIPMENT DESCRIPTION	Make/Model/Accessories	Quantity	Serial Number
	Kyocera 5052ci, Dual Scan Doc, 4k Finisher, punch, Paper deck & Fax	1ea	

PURCHASE OPTION	Check one applicable box. If no box is checked or if more than one box is checked, the Fair Market Value Purchase Option will apply. <input checked="" type="checkbox"/> Fair Market Value Purchase Option <input type="checkbox"/> \$1.00 Purchase Option <input type="checkbox"/> Fixed Price Purchase Option of 10% of the Total Cash Price (defined in Section 1)
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TERM AND PAYMENT SCHEDULE	Initial Lease Term (months): <u>63 months</u> (see Section 1 on page 2 of this Lease)	Lease Payment: \$ <u>300.00</u>	You agree to pay at the time You sign this Lease: A) Total Number of Advances: <u>0</u> (Months) B) Total Advance Lease Payment = \$ <u>0</u> C) Sales/Use Tax on Lease Payment = \$ <u>0</u> D) One-time Documentation Fee = \$ <u>0</u> E) Total Due = \$ <u>0</u>	PLUS APPLICABLE TAXES
	Payment Frequency: <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other		If more than one Lease Payment is required in advance, the additional amount will be applied at the end of the initial or any renewal term.	

INSURANCE & TAXES You are required to provide and maintain insurance related to the Equipment, and to pay any property, use, and other taxes related to this Lease or the Equipment. (See Sections 4 and 6 on page 2 of this Lease.) If You are tax-exempt, You agree to furnish Us with satisfactory evidence of Your exemption.

TERMS AND CONDITIONS
BY SIGNING THIS LEASE YOU ACKNOWLEDGE THAT YOU: (i) HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS ON THE FRONT AND SECOND PAGE OF THIS LEASE, (ii) AGREE THAT THIS LEASE IS A NET LEASE THAT YOU CANNOT TERMINATE OR CANCEL EXCEPT AS PROVIDED IN PARAGRAPH 16, YOU HAVE AN UNCONDITIONAL OBLIGATION TO MAKE ALL PAYMENTS DUE UNDER THIS LEASE SUBJECT TO APPROPRIATION OF SUFFICIENT FUNDS, AND YOU CANNOT WITHHOLD, SETOFF OR REDUCE SUCH PAYMENTS FOR ANY REASON, (iii) WILL USE THE EQUIPMENT ONLY FOR ESSENTIAL GOVERNMENT PURPOSES, (iv) WARRANT THAT THE PERSON SIGNING THIS LEASE FOR YOU HAS THE AUTHORITY TO DO SO, (v) CONFIRM THAT YOU DECIDED TO ENTER INTO THIS LEASE RATHER THAN PURCHASE THE EQUIPMENT FOR THE TOTAL CASH PRICE, (vi) AGREE THAT THIS LEASE WILL BE GOVERNED BY THE LAWS OF THE STATE OF NEW JERSEY AND YOU CONSENT TO THE JURISDICTION OF ANY LOCAL, STATE OR FEDERAL COURT LOCATED WITHIN NEW JERSEY. YOU AND WE EXPRESSLY WAIVE ANY RIGHTS TO A TRIAL BY JURY, AND (vii) IF THIS LEASE IS REPLACING AN EXISTING LEASE, THE NEW PAYMENT MAY INCLUDE THE BALANCE OF THAT LEASE AND RESULT IN A GREATER AGGREGATE COST TO YOU.

TIAA COMMERCIAL FINANCE, INC. Lessor X	Lessee X
Authorized Signature	Authorized Signature
Print Name and Title	Date

1. LEASE; DELIVERY AND ACCEPTANCE. You agree to lease the equipment and other property described on the front of this lease agreement (collectively "Equipment") on the terms and conditions shown on the front and second page of this lease agreement ("Lease.") If You have entered into any purchase or supply contract ("Supply Contract") with any Supplier, You assign to Us Your rights under such Supply Contract, but none of Your obligations (other than the obligation to pay for the Equipment if it is accepted by You as stated below and You timely deliver to Us such documents and assurances as We request). You will arrange for the delivery of the Equipment to You. When You receive the Equipment, You agree to inspect it to determine if it is in good working order. The Equipment will be deemed irrevocably accepted by You upon the earlier of: (a) the delivery to Us of a signed Delivery and Acceptance Certificate (if requested by Us); or (b) 10 days after delivery of the Equipment to You if previously You have not given written notice to Us of Your non-acceptance. The Initial Lease Term shall commence on a date designated by Us after receipt of all required documentation and acceptance by Us (the "Commencement Date.") The first Lease Payment is due on or before the Commencement Date, as invoiced by Us, unless in row A of the Term and Payment Schedule on the front of this Lease it is specified that 0 Advance Payments are due, in which case the first Lease Payment will be due on the date specified by Us in the month following the Commencement Date, and the remaining Lease Payments will be due on the same day of each subsequent month (or such other time period specified on the front of this Lease) at an address specified by Us in writing. You authorize Us to adjust the Lease Payment up or down by not more than 15% if the total amount We have paid in connection with the purchase, delivery and installation of the Equipment, including any trade-

up and buyout amounts (collectively, the "Total Cash Price") differs from the estimated Total Cash Price originally assumed for documentation purposes. If any Lease Payment or other amount payable to Us is not paid within 3 days of its due date, You will owe Us a late charge not to exceed the greater of 10% of each late payment or \$20.00 (or such lesser rate or amount as is the maximum allowable under applicable law).

2. NO WARRANTIES. We are leasing the Equipment to You "AS-IS." YOU ACKNOWLEDGE THAT WE DO NOT MANUFACTURE THE EQUIPMENT, WE DO NOT REPRESENT THE MANUFACTURER OR THE SUPPLIER, AND YOU HAVE SELECTED THE EQUIPMENT AND SUPPLIER BASED UPON YOUR OWN JUDGMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE. YOU AGREE THAT REGARDLESS OF CAUSE, WE ARE NOT RESPONSIBLE FOR AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR ANY DAMAGES, WHETHER CONSEQUENTIAL, DIRECT, SPECIAL, OR INDIRECT. YOU AGREE THAT NEITHER SUPPLIER NOR ANY SALESPERSON, EMPLOYEE OR AGENT OF SUPPLIER IS OUR AGENT OR HAS ANY AUTHORITY TO SPEAK FOR US OR TO BIND US IN ANY WAY.

3. EQUIPMENT LOCATION; USE AND REPAIR; RETURN; RESTOCKING FEE. You will keep and use the Equipment only at the Equipment Location shown on the front of this Lease. You may not move the Equipment without Our prior written consent. At Your expense, You will keep the Equipment eligible for any manufacturer's certification, in

ADDITIONAL TERMS ON REVERSE SIDE

compliance with all applicable laws and in good condition, except for ordinary wear and tear. You will not make any alterations, additions or replacements to the Equipment without Our prior written consent. All alterations, additions and replacements will become part of the Equipment and Our property at no expense to Us.

We may inspect the Equipment at any reasonable time. Unless You purchase the Equipment in accordance with this Lease, within 10 days of the expiration or earlier termination of this Lease You will deliver the Equipment to Us in good condition and repair, except for ordinary wear and tear, to any place in the United States that We designate and upon Our request, You will provide Us with a certification from the manufacturer or its authorized representative as to the Equipment's condition. To the extent that any portion of the Equipment consists of software or other licensed products, You will return all tangible items of software and destroy all intangible items of software, certify in writing to Us that You have complied with the above requirements, have not retained such software and will not use the software after termination. It is solely Your duty to remove all sensitive or confidential data stored within the Equipment prior to returning it. You will pay all expenses of uninstalling, crating and shipping and insure the Equipment for its full replacement value during shipping, and We may charge You a restocking fee equal to two (2) Lease Payments. You agree that You will not take the Equipment out of service and have a third party pay or provide funds to pay the amounts due hereunder.

4. TAXES AND FEES. To the extent applicable, You will pay all excise taxes, sales and use taxes, personal property taxes, and all other taxes and charges which may be imposed during the term of this Lease, arising from the use, acquisition, ownership or leasing of the Equipment, whether due before or after termination of this Lease. You will reimburse Us for Our administrative costs and fees associated with the preparation, filing, payment, and other costs of administering taxes associated with the Equipment. Where required by law, We will file the personal property tax returns with respect to the Equipment, and You shall pay Us in advance, and when We require, the taxes that We anticipate will be due during the year. You further agree to pay Us a fee for documenting this Lease.

5. LOSS OR DAMAGE. As between You and Us, You are responsible for any loss, theft or destruction of, or damage to, the Equipment (collectively "Loss") from any cause at all, whether or not insured, until it is delivered to Us at the end of this Lease. You are required to make all Lease Payments even if there is a Loss. You must notify Us in writing immediately of any Loss. Then, at Our option, You will either (a) repair the Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, or (b) pay Us the amounts specified in Section 9(b) below.

6. INSURANCE. You will provide and maintain at Your expense (a) property insurance against the loss, theft or destruction of, or damage to, the Equipment for its full replacement value, naming Us as loss payee, and (b) public liability and third party property insurance, naming Us as an additional insured. You will give Us certificates or other evidence of such insurance when requested. Such insurance will be in a form, amount and with companies acceptable to Us, and will provide that We will be given 30 days advance notice of any cancellation or material change of such insurance. We reserve the right to reject Your insurance carrier. **IF YOU DO NOT GIVE US EVIDENCE OF INSURANCE ACCEPTABLE TO US, WE HAVE THE RIGHT, BUT NOT THE OBLIGATION, TO OBTAIN INSURANCE COVERING OUR INTERESTS FOR THE TERM OF THIS LEASE, INCLUDING ANY RENEWAL OR EXTENSIONS. WE MAY ADD THE COSTS OF ACQUIRING AND MAINTAINING SUCH INSURANCE, AND OUR FEES FOR OUR SERVICES IN PLACING AND MAINTAINING SUCH INSURANCE (COLLECTIVELY, "INSURANCE CHARGE"), ON WHICH WE MAY EARN A PROFIT, TO THE AMOUNTS DUE FROM YOU UNDER THIS LEASE.** Such insurance may duplicate coverage provided under Your existing policy. You will pay the Insurance Charge in equal installments allocated to the remaining Lease Payments. Nothing in this Lease will create an insurance relationship of any type between Us and any other person. You acknowledge that We are not required to secure or maintain any insurance, and We will not be liable to You if We terminate any insurance coverage that We arrange.

7. TITLE; RECORDING. Unless You have a \$1.00 purchase option, We are the owner of and will hold title to the Equipment. You will keep the Equipment free of all liens and encumbrances. You agree that this transaction is a true lease. However, as a precaution in case this transaction is deemed to be a lease intended for security, You grant Us a first priority security interest in the Equipment (including any replacements, substitutions, additions, attachments and proceeds). You will deliver to Us such signed documents as We may request to protect Our interest in the Equipment.

8. DEFAULT. Each of the following is a "Default" under this Lease: (a) You fail to pay any Lease Payment or any other payment within 10 days of its due date; (b) You do not perform any of Your obligations under this Lease or in any other agreement with Us or any of Our affiliates and this failure continues for 10 days; (c) You become insolvent, You dissolve or are dissolved, or You assign Your assets for the benefit of Your creditors, or enter any bankruptcy proceeding; or (d) any change in Your management, operation, ownership, or control.

9. REMEDIES. If a Default occurs, We may do one or more of the following: (a) We may cancel or terminate this Lease or any or all other agreements that We have entered into with You; (b) We may require You to immediately pay Us, as compensation for loss of Our bargain and not as a penalty, a sum equal to (i) the present value of all unpaid Lease Payments for the remainder of the term plus the Equipment's anticipated residual value discounted at 3% per annum, if applicable, plus (ii) all other amounts due or that become due under this Lease; (c) We may require You to deliver the Equipment to Us as set forth in Section 3 and terminate use of any software component of the Equipment; (d) We or Our agent may peacefully repossess the Equipment without court order and You will not make any claims against Us for damages or trespass or any other reason; and (e) We may exercise any other right or remedy available at law or in equity. You agree to pay all of Our costs and reasonable attorneys' fees associated with enforcing Our rights and pursuing Our remedies against You. If We take possession of the Equipment, We may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after We have

deducted all costs related to the repossession sale or disposition of the Equipment) to the amounts that You owe Us. You will remain responsible for any amounts that are due after We have applied such net proceeds.

10. FINANCE LEASE STATUS. You agree that if Article 2A-Leases of the Uniform Commercial Code ("UCC") applies to this Lease, this Lease will be considered a "finance lease" as that term is defined in Article 2A. By signing this Lease, You agree that either (a) You have reviewed, approved, and received, a copy of the Supply Contract or (b) that We have informed You of the identity of the Supplier, that You may have rights under the Supply Contract, and that You may contact the Supplier for a description of those rights. **TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A LESSEE BY ARTICLE 2A.**

11. ASSIGNMENT. YOU MAY NOT ASSIGN, SELL, TRANSFER OR SUBLEASE THE EQUIPMENT OR YOUR INTEREST IN THIS LEASE. We may, without notifying You, sell, assign, or transfer this Lease and Our rights to the Equipment. You agree that the new owner will have the same rights and benefits that We have now under this Lease but not Our obligations. The rights of the new owner will not be subject to any claim, defense or set-off that You may have against Us.

12. PURCHASE OPTION; AUTOMATIC RENEWAL. If no Default exists under this Lease, You will have the option at the end of the initial or any renewal term to purchase all (but not less than all) of the Equipment at the Purchase Option price shown on the front of this Lease, plus any applicable taxes. Unless the Purchase Option price is \$1.00, You must give Us at least 90 days written notice before the end of the Initial Lease Term that You will purchase the Equipment or that You will return the Equipment to Us. If You do not give Us such written notice or if You do not purchase or deliver the Equipment in accordance with the terms and conditions of this Lease, this Lease will automatically renew on a monthly basis until You exercise a purchase option or deliver the Equipment to Us. During such renewal(s) the Lease Payment will remain the same. We may cancel an automatic renewal term by sending You written notice 10 days prior to such renewal term. If the Fair Market Value Purchase Option has been selected, We will use Our reasonable judgment to determine the Equipment's in-use and in-place fair market value. If You do not agree with Our determination of the Equipment's fair market value, the fair market value (in-use and in-place) will be determined at Your expense by an independent appraiser selected by Us. Upon payment of the Purchase Option price, We shall transfer Our interest in the Equipment to You "AS-IS, WHERE-IS" without any representation or warranty whatsoever and this Lease will terminate. With respect to items of Equipment consisting of software, Your right to continue use such of software will be subject to the applicable license agreement.

13. INDEMNIFICATION. To the extent permitted by law, You are responsible for any losses, damages, claims, and actions, including reasonable attorneys' fees, caused by or related to (a) the selection installation, ownership, use, lease or possession of the Equipment or (b) any data You store within the Equipment.

14. MISCELLANEOUS; FAX SIGNATURES. This is the entire agreement between the parties and supersedes all prior agreements, whether oral or written, concerning the subject matter hereof. Any change in any of the terms and conditions of this Lease must be in writing and signed by Us. You agree, however, that We are authorized, without notice to You, to supply missing information or correct obvious errors in this Lease. All of Our rights and indemnities will survive the termination of this Lease. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of interest permitted to be charged or collected by applicable law, and any such excess payment will be applied to Lease Payments in inverse order of maturity, and any remaining excess will be refunded to You. If You do not perform any of Your obligations under this Lease, We have the right, but not the obligation, to take any action or pay any amounts that We believe are necessary to protect Our interests. You agree to reimburse Us immediately upon Our demand for any such amounts that We pay. Any signature, execution and delivery of any document or instrument may be satisfied in Our discretion and to the extent permitted by the UCC by authentication of such document or instrument as a record within the meaning of Article 9 of the UCC. A fax or electronic version of Your signature on this Lease when received by Us shall be binding upon You as if originally signed. However, this Lease shall be binding on Us when countersigned by Us. If any part of this Lease is determined to be unenforceable or otherwise contrary to law, the remainder of this Lease shall remain in force and shall be conformed to the intent of the parties consistent with applicable law.

15. ADDITIONAL REPRESENTATIONS. You reasonably believe that funds can be obtained sufficient to make all payments during the entire term of this Lease and You intend to make such payments. Your obligation to make Lease Payments hereunder will be your current expense and will not be interpreted to be a debt in violation of applicable law or constitutional limitations or requirements. **YOU REPRESENT THAT i) YOU HAVE TAKEN THE NECESSARY STEPS, INCLUDING SATISFYING BID REQUIREMENTS, TO ACQUIRE AND FINANCE THE EQUIPMENT, ii) THE APPROVAL AND EXECUTION OF THIS LEASE WAS IN ACCORDANCE WITH ALL LAWS, INCLUDING OPEN MEETING LAWS AND iii) A RESOLUTION OF YOUR GOVERNING BODY AUTHORIZING EXECUTION OF THIS LEASE HAS BEEN DULY ADOPTED AND REMAINS IN FULL FORCE AND EFFECT.**

16. NON-APPROPRIATION. If sufficient funds are not appropriated in any fiscal year for Lease Payments due hereunder, this Lease will terminate without penalty as of the last day of your fiscal year for which funds have been appropriated (the Termination Date). We may require a sworn statement of such non-appropriation. You will return the Equipment to Us in accordance with Paragraph 3 herein within 10 days of the Termination Date. You agree that you may not terminate this Lease if any funds are appropriated by you for the acquisition of or use of equipment or services performing similar functions to the Equipment during your fiscal year in which such termination would occur and that you will not spend or commit funds for the acquisition or use of equipment or services performing functions similar to the Equipment until the fiscal year following the fiscal year for which funds were first not available for Lease Payments hereunder.



Document Solutions

AUTHORIZED DEALER

FOREST OFFICE EQUIPMENT

720 Main Street ~ Susanville, CA 96130

(530) 257-4330 ~ Fax (530) 257-7994

Email: sales@forestoffice.com



Maintenance Agreement

CUSTOMER NAME City Of Susanville Public Works

BILLING ADDRESS 66 N. Lassen Susanville, CA 96130

1. **PRODUCTS.** The term "Products" shall refer collectively to the Equipment (including Options and Accessories), Software and Supplies ordered under this Agreement. You represent that the Products will not be used primarily for personal, household or family purposes.
2. **INSTALLATION DATE.** The "Installation Date" which governs *when* certain terms and conditions become effective, is defined as follows: For Equipment installed by Forest Office Equipment, the Installation Date will be the date Forest Office Equipment determines the Equipment to be operating satisfactorily as demonstrated by successful completion of diagnostic routines, or upon your written request relative to purchased Equipment or Leased Equipment, the delivery date of such Equipment.
3. **PAYMENT.** Invoices are payable upon receipt. You shall pay Forest Office Equipment all applicable state and local taxes. These taxes include, but are not limited to, sales and use, rental, excise, gross receipts and occupational or privileged taxes. Exemption from tax payment will be allowed upon presentation of applicable state and/or local proof of exemption.
4. **BASIC SERVICES.** This Section describes the basic services provided by Forest Office Equipment for Purchased Equipment covered under an express warranty and for Rental Equipment and Leased Equipment ("Basic Services").
 - A. **REPAIRS AND PARTS.** Forest Office Equipment will make all necessary adjustments and repairs to keep the Equipment in good working order. Parts required for repair may be recovered or reprocessed, and replaced parts will become the property of Forest Office Equipment at its option. Any developer used in the Equipment may be installed and removed only by Forest Office Equipment and, upon removal, will become Forest Office Equipment property.
 - B. **HOURS EXCLUSIONS AND RELEASES.** Basic Services will be provided during Forest Office Equipment's established service availability hours (M-F, 9-5), and only within areas opened for repair service within the United States and its territories and possessions. Excluded from Basic Services are repairs ~ caused other than by normal wear and tear or by defects in material or workmanship.
 - C. **INSTALLATION SITE AND ACCESS.** The Equipment installation site must at all times conform to Kyoceras published space, electrical, and environmental requirements. You will provide, at no charge to Forest Office Equipment, access to the Equipment and to a telephone, and adequate storage space for a reasonable quantity of replacement parts.

D. ALTERATIONS AND SAFETY. If you make an alteration, attach a device, or utilize a supply item that in Forest Office Equipments judgment, increases the cost of Basic Services, Forest Office Equipment will either propose an additional service charge, or request that the Equipment be returned to its standard configuration or that use of the supply item be discontinued. You must either accept the proposal or comply with the request within 5 days. If Forest Office Equipment believes that an alteration, attachment or supply item affects the safety of Forest Office Equipment personnel or Equipment users, Forest Office Equipment will notify you of the problem and may withhold Basic Services until the problem is remedied.

E. REMEDY (LEASED EQUIPMENT) If Forest Office Equipment is unable to maintain Equipment in good working order under the conditions described above, Forest Office Equipment will, as your exclusive remedy, replace the Equipment with either an identical product or another product that provides equal or greater capabilities at the Option of Forest Office Equipment. If you originally purchased the Equipment, the replacement product will become your property, and the original purchased Equipment Forest Office Equipment's property, free and clear of all non-Forest Office Equipment liens, security interests or encumbrances.

F. REMEDY (CUSTOMER OWNED EQUIPMENT) If customer decides to permanently take machine out of service, notification of thirty days must be given to Forest office Equipment to come get all consumables, drum, fuser, toner, developer, ect. If machine can't be repaired then the contract is terminated.

G. METER READINGS. If applicable, you will provide accurate and timely meter readings at the end of each applicable billing period in the manner prescribed by Forest Office Equipment. Forest Office Equipment shall have access to the Equipment to monitor the meter readings. If meter readings are not received in a timely manner, Forest Office Equipment may obtain them by other means or may estimate them.

H. BREACH AND ATTORNEYS FEES. If either party fails to cure a material breach within 10 days following a written notice of breach by the other party, the other party may upon written notice either (a) terminate this Agreement or (b) suspend its performance under this Agreement. In any action to enforce this Agreement, the prevailing party shall be entitled to recover its costs and expenses, including reasonable attorney's fees.

Model Make: Kyocera Model Number: 5052ci Serial No. _____ ID# _____

Start Count Color : 0 Start Count Black: 0

Installation, Agreement Start Date Date: TBD Agreement End Date: TBD

B&W Monthly Base Payment \$ 70.00 Includes 7,000 Copies

B&W Overage Charge Per Month Over 7,000 = \$.01 Per Print

Color Monthly Base Payment \$ 105.00 Includes 1,500 Copies

Color Overage Charge Per Month Over 1,500 = \$.07 Per Print

Customer Signature _____ Date _____

FOE Accepted by [Signature] Date _____

Reviewed by:  City Administrator
D. Public Works Director

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

SUBMITTED BY: Daniel Gibbs, City Engineer

ACTION DATE: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution Number 19-5651 authorizing the Public Works Department to unbundle contract work items for Project No. 18-03, Cady Springs Pump Station Completion for the City of Susanville through re-advertisement and opening new bids for specific portions of the project.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Cady Springs Pump Station project bids were rejected by Council at the January 16, 2019 meeting due to bid amounts exceeding the grant funding amount and irregularities in the bid documents received. Since the rejected bids greatly exceed our grant allocation for construction of \$1,498,000 for all of the projects programmed by the City under the grant, staff is recommending a project of smaller scope in order to work within grant amounts available to the City.

The cost estimate prepared for the original project was estimated at \$1,115,000 with the two bids coming in at \$1,733,020 and \$2,093,500. The Public Works Director and City Engineer are proposing a revised scope of work with a reduced estimate of approximately \$800,000. This reduction along with bidding of the project earlier in year should result in more bids and more competitive bid amounts.

The work now proposed to be advertised includes a complete pump station facility to be located at the springs headworks and all electrical work required to operate the pumps and deliver water in the 10" PVC water main. The work removed includes delivery of water from the Cady Springs tank through three highway crossings to the Harris tank. SCADA communications between the pump station and tanks are to be removed as well and completed under separate contracts.

This recommendation is, in part, due to conversations held with the bidding contractors and those that considered bidding. Their reasons for higher costs and not choosing to bid were for similar reasons. These reasons focused on the need for two significantly different types of effort and specialties within the contracting industry. By repackaging, or basically splitting, the work effort required to make the pump station fully operational and then connected to the City's water system into two distinct contracts, there is a higher likelihood of reasonable prices and success in meeting the obligations of the grant.

Given the current limits of the grant amount and the completion deadline of December 31, 2019, staff recommends proceeding with significant portions of the project that ensure an ability to pump water from the springs and fill the Cady Springs tank. The remaining work necessary to "complete the system" will be pursued under separate contracts with local contractors capable of performing the remaining work.

FISCAL IMPACT: Minor expense to staff in performing research and pursuing a rebid effort with publication and advertising.

ACTION REQUESTED: Adopt **Resolution Number 19-5651** authorizing the Public Works Department to unbundle contract work items for Project No. 18-03, Cady Springs Pump Station Completion for the City of Susanville through re-advertisement and opening new bids for specific portions of the project.

ATTACHMENTS: Resolution 19-5651
Engineers Estimate - Proposed Rebid

RESOLUTION NUMBER 19-5651

A RESOLUTION OF THE COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING THE PUBLIC WORKS DEPARTMENT TO UNBUNDLE CONTRACT WORK ITEMS FOR PROJECT NO. 18-03, CADY SPRINGS PUMP STATION COMPLETION FOR THE CITY OF SUSANVILLE THROUGH RE-ADVERTISEMENT AND OPENING OF NEW BIDS FOR SPECIFIC PORTIONS OF THE PROJECT.

WHEREAS, the City of Susanville has available grant funding through Proposition 84 funds for preparation of construction documents on the Cady Springs Design Project; and

WHEREAS, it is the desire of the City to re-advertise, bid and contract the project with a reduced scope and within available funding balances as made available through the grant; and

WHEREAS, City Council did reject all bids on January 16, 2019 due to excessive bid amounts and concerns raised regarding both the bids and scope of work proposed; and

WHEREAS, the Public Works Department has recommended a reduced scope of work for the pump station facility and needed electrical work now with separate contracts for SCADA systems and pipeline connections; and

WHEREAS, the City Council has determined it is in the best interest of the project success to rebid a reduced scope of work more suitable for the funds available and bidding environment.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Susanville has authorized staff to unbundle contract work items and re-advertise for opening new bids for the Cady Springs Pump Station Project along with separately advertising contracts for remaining work under separate cover.

Dated: May 15, 2019

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing resolution 19-5651 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of May, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CITY OF SUSAN

			TnT Bid		
Bid Item No.	Pay Item No.	Description	Unit Price	Extended Total	Removed Bid Items
47		TRAFFIC CONTROL	1,154 \$	11,154 \$	-
3	02000-1	TOTAL PROJECT MOBILIZATION	811 \$	107,811 \$	107,811
1	01520-1	SWPPP	9,520 \$	9,520 \$	9,520
2	01999-1	SUPPLEMENTAL WORK ALLOWANCE	30,000 \$	30,000 \$	-
8	02222-1	WATERLINE TESTING	1,217 \$	13,217 \$	-
10	13100-1	ELECTRICAL BUILDING SITE EAT	17,609 \$	17,609 \$	17,609
11	13310-1	HIGHWAY CONNECTION 1	34,809 \$	34,809 \$	-
12	13310-2	HIGHWAY CONNECTION 2	26,175 \$	26,175 \$	-
13	13310-3	HIGHWAY CONNECTION 3	32,727 \$	32,727 \$	-
14	13310-4	HARRIS TANK BYPASS LINE CON	31,347 \$	31,347 \$	31,347
15	13310-5	PRATTVILLE ROAD CONNECTION	6,622 \$	6,622 \$	-
19	15232-1	PRESSURE REDUCING VALVE	144,176 \$	144,176 \$	144,176
20	15232-2	STAND-ALONE CAV	4,808 \$	4,808 \$	4,808
21	15232-3	CAV AIR VENT REPLACEMENT	21,425 \$	21,425 \$	21,425
22	15234-1	SERVICE CONNECTION	5,032 \$	5,032 \$	-
			\$	496,432 \$	330,896
4	02065-1	DEMOLITION	7,826 \$	7,826 \$	7,826
5	02105-1	ROADWAY IMPROVEMENT SPR	4,789 \$	4,789 \$	-
6	02105-2	PUMP STATION SITE GRAVEL SP	5,343 \$	5,343 \$	-
7	02105-3	RIP RAP SLOPE PROTECTION &	10,576 \$	10,576 \$	-
9	3700-1	ELECTRICAL BUILDING ENCLOS	67,504 \$	67,504 \$	67,504
16	15110-1	CADY SPRINGS TEMPORARY TR	32,944 \$	32,944 \$	32,944
48		SPRINGS BY-PASS PLAN	7,404 \$	7,404 \$	7,404
49		10" C900 PVC WATER MAIN TO F	17,170 \$	17,170 \$	-
17	15110-2	CADY SPRINGS PUMP STATION	270,979 \$	270,979 \$	270,979
18	15135-1	SUBMERSIBLE PUMP ASSEMBLY	128,112 \$	128,112 \$	128,112
23	15236-1	WATER MAIN FLOW METERS	16,198 \$	16,198 \$	16,198
24	15400-1	CHLORINATION SYSTEM	46,436 \$	46,436 \$	46,436
25	15500-1	CLEAR WELL	22,065 \$	22,065 \$	22,065
			\$	637,346 \$	569,466
26	260500-1	ENCLOSURE MISCELLANEOUS	57,547 \$	57,547 \$	57,547
28	260500-5	ELECTRICAL ENCLOSURE HEAT	12,788 \$	12,788 \$	12,788
29	260519-1	VFD RATED POWER CABLE FEE	61,500 \$	61,500 \$	61,500
30	260519-2	POWER CABLES TO POWER RA	9,000 \$	9,000 \$	9,000
31	260519-3	120V BRANCH CIRCUITS PUMP	1,200 \$	1,200 \$	1,200
32	260519-4	FIBER OPTIC CABLE INSTALLE	57,000 \$	57,000 \$	57,000
33	260519-5	POWER CABLES TO CADY TANK	30,000 \$	30,000 \$	30,000
34	260533-1	NEW 4" PVC CONDUIT	1,800 \$	1,800 \$	-
35	260533-2	NEW 2" PVC CONDUIT	3,000 \$	3,000 \$	3,000
36	260533-3	NEW 1" CONDUIT AT PUMPS	2,500 \$	2,500 \$	2,500
37	260533-4	UNDERGROUND PULLBOXES	25,575 \$	25,575 \$	25,575
38	262200-1	ELECTRICAL ENCLOSURE TRAP	25,576 \$	25,576 \$	25,576
39	262416-1	NEW LMUD ELECTRICAL SERV	12,788 \$	12,788 \$	12,788
40	262416-6	GENERATOR QUICK CONNECT	19,182 \$	19,182 \$	19,182
41	262416-2	400A, 480V, 3-PHASE PANEL AT	38,365 \$	38,365 \$	38,365
42	262416-3	100A, 120/240V, 1-PHASE PAN	31,970 \$	31,970 \$	31,970
43	262416-4	POWER RACK AT PUMPS	19,182 \$	19,182 \$	19,182
43	262416-5	POWER RACK AT CADY TANK	19,182 \$	19,182 \$	19,182
44	262816-1	480V PUMP DISCONNECT SWIT	5,116 \$	5,116 \$	5,116
45	262923-1	VFD & REACTOR INSTALLED, T	102,306 \$	102,306 \$	102,306
			\$	535,577 \$	533,777
27	260500-2	SCADA EQUIPMENT AT ELECTR	16,959 \$	16,959 \$	16,959
27	260500-3	SCADA EQUIPMENT AT PUMPS	16,959 \$	16,959 \$	16,959
27	260500-4	SCADA EQUIPMENT AT CADY T	16,959 \$	16,959 \$	16,959
	261234	SCADA AT PRV (Optional)	- \$	- \$	-
46	261234	SCADA PROGRAMING AND INTE	12,788 \$	12,788 \$	-
			\$	63,665 \$	50,877
			\$	1,733,020 \$	1,529,510

Reviewed by: MM City Administrator

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

Submitted by: James M. Moore, Fire Chief

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: **Ordinance No. 19-1015** repealing and replacing Section 15.040.090 F. of the Susanville Municipal Code

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: The City Council voted to introduce Ordinance No. 19-1015 at its May 1, 2019 meeting. The modification to the Susanville Municipal Code Section 15.040.090 F would allow certain low-risk businesses within the City to self-inspect by utilizing a form provided by the Department. The program would reduce the number of businesses that the Department is required to inspect annually by 200-250 occupancies. If approved, Ordinance No. 19-1015 would take effect 31 days after adoption.

FISCAL IMPACT: Possible revenue from non-compliant businesses

ACTION REQUESTED: Motion to waive the second reading and adopt Ordinance No. 19-1015 repealing and replacing Section 15.040.090 F. of the Susanville Municipal Code

ATTACHMENTS: Ordinance No. 19-1015

ORDINANCE NO. 19-1015
AN ORDINANCE REPEALING AND REPLACING SECTION 15.040.090. F.
OF THE SUSANVILLE MUNICIPAL CODE

WHEREAS, Susanville City Council has the authority, under its police power, to enact regulation for the public peace, safety, morals and welfare of the City of Susanville (hereinafter City), Cal. Const. art. XI, § 7; and

WHEREAS, Pursuant to the authority of Government Code section 50022.2 and Health and Safety Code section 18941.5, the Susanville City Council previously established Chapter 15.04.090.F. of the Municipal Code of the City of Susanville regarding the Bureau of Fire Prevention—Appointment of Inspectors; and

WHEREAS, The City of Susanville Fire Chief desires to allow certain low risk businesses to perform a self-inspection of fire hazards within and around the premises of the business; and

WHEREAS, Other cities and counties within the State of California allow certain low risk businesses to perform a self-inspection of fire hazards within and around the premises of the business; and

WHEREAS, The existing Chapter 15.04.090. F. of the Municipal Code of the City of Susanville needs modification to allow certain low risk businesses to perform a self-inspection of fire hazards within and around the premises of the business; and

WHEREAS, The City of Susanville proposes amending Municipal Code Chapter 15.04.090. F. as set forth below.

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

Section 1. Chapter 15.04.090. F. is hereby repealed and replaced to read as follows:

F. Fire Prevention and Self Inspection.

a. Bureau of Fire Prevention—Appointment of Inspectors. The Chief of the Fire Department may designate such members of the Fire Department as inspectors, as shall from time to time be necessary. The Chief of the Fire Department shall recommend to the City Council the employment of technical inspectors, who, when such authorization is made, shall be selected through an examination to determine their fitness for the position. The examination shall be open to members and nonmembers of the Fire Department, and appointments made after examination shall be for an indefinite term with removal only for cause.

b. Self-Inspection for Certain Low Risk Businesses. For the purpose of providing and maintaining functions necessary for the prevention of fire and for the protection of life and property from fire and panic, the Chief of the Fire Department does establish a self-inspection program assuring certain occupancies within the City are inspected on a periodic basis for fire safety or at the discretion of the Chief of the Fire Department or his/her designee. The Chief of the Fire Department will maintain the policy, forms and documents to administer this self-inspection program. Failure to comply with this self-inspection program will result in Treble inspection fees as outlined in the current "City of Susanville Fees for Services."

Section 2. The City Clerk shall, within fifteen days after passage of this Ordinance, cause this Ordinance to be published at least once in the Lassen County Times, an adjudicated newspaper of general circulation, published and circulated within the City.

Section 3. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance, it being expressly declared that this Ordinance and each section, subsection, clause and phrase hereof would have been prepared, proposed, adopted, approved and ratified irrespective of the fact that any one or more other sections, subsections, sentences, clause or phrases be declared invalid or unconstitutional.

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

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Ordinance No. 19-1015 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of May, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by: AW City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 15, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Administrative Services Update

PRESENTED BY: Michael Wilson, 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 to be provided at the meeting.