
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
December 4, 2019 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 19-5744

Next Ordinance No. 19-1020

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

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

- 3 CLOSED SESSION:**
 - A CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6
Agency Negotiator: Michael Wilson
Bargaining Unit: Susanville Peace Officers Association (SPOA)
 - B CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8:
Property: Memorial Ball Park
Agency Negotiator: Mike Wilson, City Administrator
Negotiating Parties: Lassen Community College
Under Negotiation: Price/Conditions/Terms of Lease
 - C CONFERENCE WITH LEGAL COUNSEL – existing litigation pursuant to Government Code Section §54956.9(d)(1):
 1. Case number 61824, 61839 Matthew Wood, Michael Bollinger vs. Susanville City Council, City of Susanville

- 4 RETURN TO OPEN SESSION:** (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: Mike Wilson*
 - *Proclamations, awards or presentations by the City Council:*

- 5 BUSINESS FROM THE FLOOR:**

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

6 **CONSENT CALENDAR:**

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

- A Approve **Resolution No. 19-5743** authorizing execution of updated Commercial Operator's Agreement for Hangar #39 with Air Methods
- B Approve **Resolution No. 19-5744** authorizing execution of ground lease for Hangar #28 with Barbara Willard

7 **PUBLIC HEARINGS:**

- A Consider **Resolution No. 19-5729** and **Ordinance No. 19-1020** Susanville Indian Rancheria General Plan Amendment and Rezone File RZ 19-002

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 205464 through 205583 for a total of \$427,082.25 including \$295,477.03 in payroll warrants
- B Consider **Resolution No. 19-5742** approving fiscal year 2019/2020 budget amendment for purchase of software for Building Department
- C Consider approval of Council to move forward with Dog Park on Sierra Road property, using General Funds with known project donation
- D Consider purchase of Susanville Municipal Airport Hangar #27

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Fruit Growers Park Update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

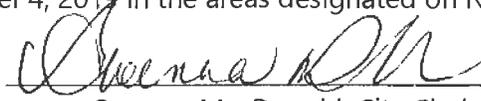
15 **ADJOURNMENT:**

- *The next regular meeting of the Susanville City Council will be held on December 18, 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 December 4, 2019 in the areas designated on November 27, 2019.


Gwenna MacDonald, City Clerk

Reviewed by:  City Administrator

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

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 19-5743 authorizing execution of updated Commercial Operator's Agreement for Hangar #39 with Air Methods Corporation.

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: Air Methods Corporation has been subleasing Hangar #39 since January 2017. Their current Agreement expires as of December 31, 2019; however, they are paid through the end of the fiscal (June 30, 2020), and have requested to renew the contract through June 30, 2023. Staff has updated the lease to include their updated financial rates and date of contract.

FISCAL IMPACT: \$10,287.52 for 20/21 fiscal to be increased 5% each subsequent year.

ACTION

REQUESTED: Motion approving Resolution No. 19-5743 executing the updated Commercial Operator Agreement with Air Methods Corporation

ATTACHMENTS: Resolution No. 19-5743
Commercial Operator Agreement with Air Methods Corporation

**RESOLUTION NUMBER 19-5743
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING A COMMERCIAL OPERATOR AGREEMENT,
HANGAR #39 WITH AIR METHODS**

WHEREAS, current City policy requires that all Commercial Operators leasing or subleasing hangars located at the Susanville Municipal Airport have a Commercial Operator Agreement under the City; and

WHEREAS, Air Methods, has subleased Hangar #39 owned by Karl Gatriex since January 2017; and

WHEREAS, Air Methods current Operator's Agreement with the City will expire on December 31, 2019 and they desire to renew the agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes the renewal of the Commercial Operator's Agreement for Hangar #39 with Air Methods and authorizes the Mayor to execute these Agreements on behalf of the City of Susanville.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 19-5743 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of December 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

COMMERCIAL OPERATOR'S LICENSE AGREEMENT

THIS AGREEMENT, made this 4th day of December, 2019, by and between the CITY OF SUSANVILLE, a municipal corporation and political subdivision of the State of California, hereinafter referred to as "Owner", and Air Methods Corp., address: 5500 S. Quebec St., Greenwood Village, CO 80111 hereinafter referred to as "Commercial Operator";

1. Commercial Operator, by this Agreement, is hereby authorized to perform the following activities at the airport:
 - a. Required maintenance on Air Methods owned and operated aircraft
2. The term of this Agreement is for a period of 3.5 years (minimum of 3), from January 1, 2020, to June 30, 2023.
3. This Agreement includes the provisions of those certain "Minimum Standards for Commercial Operators" adopted by the City of Susanville by Resolution, for general aviation at said Airport, a copy of which is attached hereto as Exhibit "C1", and any amendments, deletions, or additions thereto. These minimum standards and requirements for fixed base operations shall be required of and shall apply equally to all such commercial operators at said Airport. Owner specifically covenants and agrees that all such services defined in the above referenced minimum standards shall be confined to commercial operators meeting said standards. Said minimum standards stipulate the nature and amount of aeronautical activities and services required of all commercial operators at said airport, insurance requirements, financial investment required, and the specific licenses required.
4. Commercial Operator agrees to operate all activities authorized by this Agreement for the use and benefit of the public and to make available to the public on fair and reasonable terms all services on a fair, equal and not unjustly discriminatory basis to all users thereof and to charge fair, reasonable and not unjustly discriminatory prices for each unit of service, provided, Commercial Operator may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. All services offered by Commercial Operator will be performed with promptness and courtesy. It is expressly understood that nothing herein shall be construed to grant or authorized the granting of exclusive rights within the meaning of Section 308 (a) of the Federal Aviation Act of 1958, as amended. Owner shall be responsible for the actions of all its employees and shall render Commercial operator safe and harmless from responsibility for any actions of negligence of Owner's employees. Commercial Operator shall be responsible for the actions of all its employees and shall render Owner safe and harmless from responsibility for any actions of negligence of Commercial Operator's employees engaged in these aeronautical activities and service. Commercial Operator will obtain at its own expense public liability insurance with limits of \$1,000,000.00 as to personal injury or death, and \$1,000,000.00 as to property damages to protect Owner from actions resulting from the Commercial Operator's activities at the Airport. Commercial Operator further agrees to keep the area where Commercial Operator performs the activities in a neat and orderly manner, free of offensive or dangerous materials or conditions. Limitation on Liability: In no event shall either Party or its employees be liable under this Lease to the other Party or any third party, for any consequential, incidental, indirect, exemplary, special or punitive damages, including any damages for business interruption, loss of use, revenue or profit, whether arising out of breach of contract, tort (including negligence) or otherwise, regardless of whether such damages were foreseeable and whether or not either Party was advised of the possibility of such

damages. The above limitation on liability provision does not apply to any damages caused by the gross negligence of either Party.

5. Commercial Operator agrees to pay to Owner for the privilege of doing business at the Airport the following sums and amounts:
 - A. At the time of this agreement, Commercial Operator has already paid through June 30, 2020.
 - B. Commercial Operator shall pay to City the sum of \$10,287.52 per year in advance, which sum is due on July 1st, and on the first day of July in each subsequent year for the period of July 1st through June 30th.
 - C. The base rate will be increased by 5 percent annually throughout the term.
6. This Agreement is not assignable.
7. It is expressly agreed by Commercial Operator and Owner that all rights, privileges and liabilities imposed on both parties by this Agreement are subject and subordinate to any conditions, restrictions, limitations, rules or regulations of any agreement or any contract pertaining to said Airport between the United States Government or any Department or Agency thereof having jurisdiction over said Airport and the Owner, and to rules and regulations of the State of California.
8. Commercial Operator does hereby agree that (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination in the use of said services, (b) that Commercial Operator shall render such services and activities reflected herein in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended. It is further agreed that in the event of breach of any of this nondiscrimination clause, Owner shall have the right to terminate this Commercial Operator Agreement.
9. The property interest herein of Commercial Operator may be subject to property taxation of the possessory interest created thereby, and, if created, Commercial Operator, by reason of said possessory interest, may be subject to the payment of property taxes levied on said interest. In the event said taxes are so levied, Commercial Operator shall be responsible for payment thereof.
10. Commercial Operator shall not permit dumping of hazardous waste at the Airport premises.
11. This Agreement will be governed by and construed in accordance with the laws of the State of California.

Signatures on next Page

CITY OF SUSANVILLE

Kevin Stafford, Mayor

(Approved by City Council on _____)

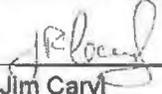
ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

COMMERCIAL OPERATOR



Name: Jim Caryl

EXHIBIT "C1"

MINIMUM STANDARDS FOR COMMERCIAL OPERATORS AT THE SUSANVILLE MUNICIPAL AIRPORT, SUSANVILLE, CALIFORNIA

The following minimum standards for commercial activities have been established in the public interest for the safe and efficient operation of the Susanville Municipal Airport; to enhance its orderly growth; to preclude the granting of an exclusive right to conduct an aeronautical activity in violation of Section 308(a) of the Federal Aviation Act of 1958; to conform to Title VI of the Civil Rights Act of 1964 and Part 21 of the Department of Transportation Regulations; and to assure to all users the availability of Airport property on fair and reasonable terms and without unjust discrimination.

1. No person, firm, or corporation shall engage in any commercial activity at the Susanville Municipal Airport unless a Susanville Airport Commercial Agreement (Exhibit "C") is entered into with the City of Susanville, and unless the commercial activity is done in full compliance with the minimum standards herein set forth.

2. A COMMERCIAL OPERATOR is defined as any person, firm, or corporation who is not otherwise the Airport Operator/Manager, but who is performing any of the functions or furnishing any of the services as hereinafter set forth for COMMERCIAL OPERATORS at the Susanville Municipal Airport.

3. All COMMERCIAL OPERATORS shall protect the public generally, the customers or clients of COMMERCIAL OPERATORS and the City of Susanville from any and all lawful damages, claims, or liability and shall carry comprehensive general liability insurance issued by an insurance company authorized to do business in the State of California. The City of Susanville shall be named as an additional insured. Policies must be approved by the City Administrator and a certificate of insurance thereof furnished to the City. It is further understood that as circumstances in the future dictate, the City may require an increase in bodily injury and property damage insurance. City shall increase the limits of insurance coverage only after a hearing before the City Council following input from the Airport Commission.

4. Any person, firm, or corporation capable of meeting the minimum standards set forth herein for any of the stated COMMERCIAL OPERATOR Categories A through I is eligible to become a COMMERCIAL OPERATOR at the Airport, provided there is space available, subject to the execution of a written lease for not less than five (5) years containing such terms and conditions as may be determined by the City. A COMMERCIAL OPERATOR shall not engage in any business or activity on the Airport other than that authorized under his particular Category or Categories. Any COMMERCIAL OPERATOR desiring to extend his operation into more than one (1) Category or to discontinue operations in a Category, shall first apply in writing to the City for permission to do so, setting forth in detail the reasons and conditions for the request. The City shall then grant or deny the request, in writing, on such terms and conditions as the City deems to be prudent and proper under the circumstances and issue a new COMMERCIAL OPERATOR's Agreement. Each COMMERCIAL OPERATOR shall provide his own buildings, personnel and equipment, and other requirements as herein stated upon land leased from the City of Susanville and obtain a signed Airport Hangar Land Lease Agreement.

5. All construction required of such COMMERCIAL OPERATORS shall be in accordance with design and construction standards required or established by the City for the facility or activity involved. Title to any and all buildings and appurtenances, which may be built on City property, shall be as follows: when and if subject COMMERCIAL OPERATOR vacates its lease for any reason, COMMERCIAL OPERATOR may either remove said buildings COMMERCIAL OPERATOR owns at

COMMERCIAL OPERATOR'S expense within ninety (90) days or building shall revert to non-commercial status.

6. All COMMERCIAL OPERATORS shall, at their own expense, pay all taxes and assessments against any buildings or other structures placed on the premises by them, as well as all taxes and assessments against the personal property used by them in their operations.

7. All COMMERCIAL OPERATORS shall abide by and comply with all state, county and city laws and ordinances, the rules and regulations of the City and the rules and regulations of the State and Federal Aviation Administration.

8. All COMMERCIAL OPERATORS shall provide and pay for all lights, gas, electric current, water, sewer charges and garbage collection charges used or incurred anywhere in or about their subject premises, and shall pay the charges made therefore by the suppliers thereof promptly when due.

9. All agreements and leases between such COMMERCIAL OPERATORS and the City shall be subordinate to the provisions of any existing or future agreement between the City of Susanville and the United States, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport properties.

10. No COMMERCIAL OPERATOR shall sublease or sublet any premises leased by such COMMERCIAL OPERATOR from the City, or assign any such lease, without the prior written approval of the City, and any such subletting or assignment shall be subject to all of the minimum standards herein set forth.

11. In the event the COMMERCIAL OPERATOR sublets any portion of his lease, the sublessee must agree to assume the full obligations of the lease as set out herein and must agree to fully cooperate with the City in seeing that these minimum standards are complied with. The sublessee shall immediately comply with any reasonable request or direction of the City as it relates to the enforcement of these standards.

12. In the event that the COMMERCIAL OPERATOR or sublessee fails to comply fully with these minimum standards or fails to comply with the reasonable request or direction of the City as it relates to these minimum standards, said COMMERCIAL OPERATOR or sublessee shall be in default. If said default continues for more than ten (10) days after notice of said default, the City may terminate the lease. Said COMMERCIAL OPERATOR is responsible for the performance of the sublessee.

13. COMMERCIAL OPERATORS shall have the right to use common areas of the Airport, including runways, taxiways, aprons, roadways, floodlights, landing lights, signals and other conveniences for the takeoff, flying and landing of aircraft of COMMERCIAL OPERATOR.

14. COMMERCIAL OPERATORS will, at all times during the continuance of the term of their agreements and/or leases and any renewal or extension thereof, conduct, operate and maintain for the benefit of the public, the commercial operation provided for and described therein, and all aspects and parts and services thereof as defined and set forth, and will make all such services available to the public and that it will devote its best efforts for the accomplishment of such purposes and that it will at all times make charges to patrons and customers for all merchandise or materials and services furnished or rendered, but that it will refrain from imposing or levying excessive or otherwise unreasonable charges or fees for any facilities or services. Notwithstanding anything contained in a lease that may be or appear to the contrary it is expressly understood and agreed that the rights granted thereunder are nonexclusive and the lessor

reserves the right to grant similar privileges to another COMMERCIAL OPERATOR upon formal application by that COMMERCIAL OPERATOR, and upon demonstration of compliance with Paragraphs 3 and 4 herein.

15. The City reserves the right to take any actions it considers necessary to protect the aerial approaches to the Airport against obstructions, together with the right to prevent any commercial operator from erecting, or permitting to be erected, any building, sign, or other structure on the Airport which, in the opinion of the City, would limit the usefulness of the Airport or constitute a hazard to aircraft.

16. All contracts and leases between such COMMERCIAL OPERATORS and the City shall be subordinate to the right of the City during time of war or national emergency to lease the landing area or any part thereof to the United States Government for military or naval use, and, if any such lease is so made, the provisions of any contracts or leases between such with the provisions of the lease to the Government, shall be suspended.

17. The provisions of these standards shall in no way negate or cause to be null or void existing leases with COMMERCIAL OPERATORS at the Susanville Municipal Airport. Upon the adoption of these standards, any new leases and/or agreements entered into and any amendments to existing leases and/or agreements shall be in accordance with the standards.

18. The COMMERCIAL OPERATOR shall remove from the Airport or otherwise dispose of in a manner approved by the City all garbage, debris, and other waste material (whether solid or liquid) arising out of its occupancy of the premises or out of its operations. Said COMMERCIAL OPERATOR shall keep and maintain his premises in a neat and orderly manner. Any garbage debris waste which may be temporarily stored in the open shall be kept in suitable garbage or waste receptacles, the same to be made of metal and equipped with tight fitting covers and to be of a design safely and properly to contain whatever may be placed therein. The COMMERCIAL OPERATOR shall use extreme care when effecting removal of all such waste. No COMMERCIAL OPERATOR shall permit any dumping of hazardous waste on City property or on property leased or rented by COMMERCIAL OPERATOR.

19. The City reserves the right to further develop or improve all areas of the Airport as it sees fit, regardless of the desires or views of any COMMERCIAL OPERATORS, and without interference or hindrance from any such COMMERCIAL OPERATORS.

20. The City reserves the right to enter upon any premises leased to COMMERCIAL OPERATORS at reasonable times for the purpose of making such inspections as it may deem expedient, to the proper enforcement of any covenant or condition of any COMMERCIAL OPERATOR'S contract or lease agreement.

21. The City recognizes the rights of any person, firm or corporation operating aircraft on the Airport with its own employees (including, but not limited to maintenance and repair) that it may choose to perform. However, said persons, firms or corporations may not hire any vendors of service, aircraft parts, or fuel from off-airport premises to perform services on the Airport.

22. Aircraft fueling shall be in strict accordance with any safety regulations.

COMMERCIAL OPERATOR CATEGORIES

CATEGORY A. FLIGHT INSTRUCTION AND AIRCRAFT RENTAL:
A COMMERCIAL OPERATOR in this Category shall:

1. Have available an instructor pilot with appropriate and current Federal Aviation Administration pilot and medical certificates.
2. Provide and maintain a minimum of one (1) aircraft owned or leased or rented by and under the exclusive control of this COMMERCIAL OPERATOR which are properly equipped and Federal Aviation Administration certificated for flight instruction and rental.
3. Demonstrate the continuing ability to meet requirements for certification of flight instructor personnel and aircraft by the Federal Aviation Administration.
4. Assure that personnel operating rental equipment obtained from the subject COMMERCIAL OPERATOR have appropriate and current Federal Aviation Administration pilot and approved medical certificates.
5. Independent individual flight instructors not performing said services on a reoccurring basis shall be exempt.

CATEGORY B. AIRCRAFT CHARTER AND TAXI:

A COMMERCIAL OPERATOR in this Category shall:

1. Conduct all aircraft charter and taxi service in compliance with Federal Aviation Regulations, particularly Regulation Part 135.
2. Lease from the City sufficient land on which to locate all improvements required by specific operations of the COMMERCIAL OPERATOR.

CATEGORY C. CROP DUSTING AND SPRAYING:

A COMMERCIAL OPERATOR in this Category shall:

1. Furnish suitable arrangements for the safe loading, unloading, storage and containment of noxious chemical materials.
2. Furnish a minimum of one (1) aircraft with pilot. The aircraft will be suitably equipped for agricultural operations with adequate safeguard against spillage of chemical spray mixtures or materials on runways and taxiways or dispersal by wind force to other operational areas of the Airport. The pilot will have appropriate and current Federal Aviation Administration pilot and approved medical certificates. The COMMERCIAL OPERATOR in this Category shall comply with all Federal Environmental Protective Agency and State requirements pertaining to handling, storage and disposal of chemicals.
3. Lease from the City sufficient land on which to locate all improvements required by the specific operations of the COMMERCIAL OPERATOR.

CATEGORY D. AIRCRAFT SALES:

A COMMERCIAL OPERATOR in this Category shall:

1. Have a minimum of one (1) fully qualified demonstrator pilot with current and appropriate Federal Aviation Administration pilot and approved medical certificates.

2. Lease from the City sufficient land on which to locate all improvements required by the specific operations of the COMMERCIAL OPERATOR.

CATEGORY E. AIRCRAFT, ENGINE, PROPELLER, AND ACCESSORY MAINTENANCE:
A COMMERCIAL OPERATOR in this Category shall:

1. Furnish facilities and equipment for airframe and power plant repairs with at least one (1) duly Federal Aviation Administration certified A & P Mechanic and such other personnel as may be necessary. Such airframe and power plant repair shall include facilities for repair of aircraft and engines used in aviation in this area.
2. Lease from the City sufficient land on which to locate all required improvements.

CATEGORY F. RADIO AND INSTRUMENT:
A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate all required improvements.
2. Have available a Federal Aviation Administration certificated technician in the field of aircraft electronics and/or aircraft instruments with proper Federal Communications Commission license to conduct complete aircraft transmitter, receiver and antennae repair.
3. Provide satisfactory arrangements for access to and storage of aircraft being worked on.

CATEGORY G. SALE OF AVIATION PETROLEUM PRODUCTS AND RAMP SERVICE:
A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate intended storage and dispensing equipment, and buildings.
2. Have personnel on full-time duty during normal business hours of not less than eight (8) hours a day, seven (7) days a week, adequately trained to operate fuel dispensing equipment in accordance with all applicable local, state, and Federal laws. (Additional requirement: On-call service may be required during all hours of darkness.
3. Demonstrate capability to efficiently and safely conduct or move aircraft to such areas and park them. Compliance with FAA and EPA standards shall be adhered to at all times.
4. Comply with the following criteria regarding fuel storage and dispensing facilities:
 - a. Purchase from City fuel tanks such fuel as is needed by COMMERCIAL OPERATOR for sale to COMMERCIAL OPERATOR'S customers;
 - b. Maintain separate trucking equipment for each grade of fuel, meeting all applicable safety requirements with reliable metering devices subject to independent inspection, and with a pumping efficiency capable of servicing all aircraft normally using the Airport.
 - c. Provide adequate fire extinguishers in all fuel dispensing areas and on all mobile dispensing trucks.

CATEGORY H. FLYING CLUBS:

In an effort to foster and promote flying for pleasure, develop skills in aeronautics, including pilotage, navigation, and an awareness and appreciation of aviation requirements and techniques the Category of Flying Clubs is added to the Rules, Regulations and Minimum Standards of the Susanville Municipal Airport.

All flying clubs desiring to base their aircraft and operate on the Airport must comply with the applicable provisions of these Standards and Requirements. However, they shall be exempt from regular COMMERCIAL OPERATOR requirements upon satisfactory fulfillment of the conditions contained herein.

1. The club shall be a non-profit entity (corporation, association or partnership) organized for the express purpose of providing its members with an aircraft(s), for their personal use and enjoyment only. The ownership of the aircraft(s), must be vested in the name of the flying club (or owned ratably by all of its members). The property rights of the members of the club shall be equal and no part of the net earnings of the club will inure to the benefit of any member in any form (salaries, bonuses, etc.). The club may not derive greater revenue from the use of its aircraft than the amount necessary for the operations, maintenance and replacement of its aircraft.

2. Flying clubs may not offer or conduct charter or air taxi. They may not conduct aircraft rental or flight instruction except for regular members. Any qualified mechanic who is a registered member and part owner of the aircraft owned and operated by a flying club shall not be restricted from doing maintenance work on aircraft owned by the club and the club does not become obligated to pay for such maintenance work except that such mechanics may be compensated by credit against payment of dues or flight time.

3. The flying club, with its permit request, shall furnish the Airport Management a copy of its charter and by-laws, articles of association, partnership agreement or other documentation supporting its existence; a roster, or list of members, including names of officers and directors, to be revised on a semi-annual basis; evidence of insurance in the form of a certificate of insurance in force withhold harmless clause in favor of the Airport, its officers and employees (ten (10) days prior notice of cancellation shall be filed with Airport management); number and type of aircraft; evidence that aircraft are properly certificated; evidence that ownership is vested in the club; and operating rules of the club. The books and other records of the club shall be available for review at any reasonable time by Airport management or his/her authorized agent.

4. A flying club, at any airport controlled by this same Airport management shall abide by and comply with all Federal, State and local laws, ordinances, regulations and the Rules and Regulations of this Airport management.

5. A flying club which violates any of the foregoing, or permits one (1) or more members to do so after ten (10) days' notice of such violation by the City of Susanville, may be required to terminate all operations at all Airports controlled by the City.

CATEGORY I. OTHER:

A COMMERCIAL OPERATOR in this Category shall:

1. Be any non-aviation related business located at the Susanville Municipal Airport and not covered in Categories A through H.

2. Lease from the City sufficient land on which to locate all required improvements.

Reviewed by: HW City Administrator

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 19-5744 terminating Airport Hangar Land Lease Agreement, Lot #28 with Dale Miller, and authorizing Mayor to execute an Airport Ground Lease Agreement for Hangar #28 with Barbara Willard.

PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: On October 4, 2019, the City Council was presented with the option of purchasing Hangar #28, owned by Dale Miller. Council declined the purchase of the hangar. Barbara Willard has, as of November 23, 2019, taken possession of the Hangar and is required to execute a new Airport Ground Lease Agreement for Hangar #28.

FISCAL IMPACT: Annual revenue of \$684.00 (\$0.38 sq/ft @ 1,800 sq ft). To increase annually by the CPI.

ACTION

REQUESTED: Motion approving Resolution No. 19-5744 terminating Airport Hangar Land Lease Agreement, Lot #28 with Dale Miller and authorizing Mayor to execute an Airport Ground Lease Agreement, Lot #28 with Barbara Willard.

ATTACHMENTS: Resolution No. 19-5744
Airport Ground Lease Agreement Hangar Owned by Lessee, Lot #28 executed by Barbara Willard

RESOLUTION NUMBER 19-5744
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #28 WITH
DALE MILLER AND AUTHORIZING MAYOR TO EXECUTE AN AIRPORT GROUND
LEASE AGREEMENT, LOT #28 WITH BARBARA WILLARD

WHEREAS, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Lot #24 requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

WHEREAS, in September 2019, Dale Thompson offered to sell his interest in the hangar on Lot #28 to the City for \$37,500; and

WHEREAS, at its October 4, 2019 meeting, the City Council of the City of Susanville rejected purchase of the hangar on Lot #28 owned by Dale Miller; and

WHEREAS, on November 23, 2019 Dale Miller sold his interest in the hangar on Lot #28 to Barbara Willard for \$37,500.00; and

WHEREAS, the Airport Hangar Land Lease Agreement, Lot #28 held by Dale Miller needs to be terminated and a new Airport Ground Lease Agreement, Lot #28 needs to be executed by Barbara Willard as the new owner.

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

1. That the Airport Hangar Land Lease Agreement, Lot #28 held by Dale Miller is hereby terminated; and
2. That Barbara Willard is the new owner of the hangar on Lot #28 and has executed an Airport Ground Lease Agreement, Lot #28 as required.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of December, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

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

THIS LEASE, made this 4th day of December, 2019, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Barbara Willard, address: 501-375 The Strand, Susanville, CA. 96130 County of Lassen, State of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of 10 (five (5), ten (10), or twenty (20)) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described a Hangar Lot # 28, hereinafter referred to as the "Leased Premises", located at the Susanville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

IN WITNESS WHEREOF, the said Lessor by **Resolution No. 19-5744** of the City Council of the City of Susanville, has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE
LESSOR:

Kevin Stafford, Mayor

Attest:

Gwenna MacDonald, City Clerk

LESSEE:

Type Name: Barbara Willard

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

Approved as to Form:

Jessica Ryan, City Attorney

EXHIBIT "A"

Hangar located on Lot #28 at the Susanville Municipal Airport as shown on Airport Layout Plan. (APN# 116-180-04).

EXHIBIT "B"

Airport Sponsors Assurances

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of the grant offer by the sponsor, these assurances are incorporated in and become part of the grant agreement.

B. Duration and Applicability.

1. **Airport Development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.** The terms, conditions and assurances of the grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.
2. **Airport Development or Noise Compability Program Projects Undertaken by a Private Sponsor.** The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.
3. **Airport Planning Undertaken by a Sponsor.** Unless otherwise specified in the grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions and assurances of the grant agreement shall remain in full force and effect during the life of the project.

C. Sponsor Certification. The sponsor hereby assures and certifies, with respect to this grant that:

1. **General Federal Requirements.** It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

Federal Legislation

- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act - 5 U.S.C. 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{1,2}
- f. National Historic Preservation Act of 1966-Section 106-16 U.S.C. 470(f).¹
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.¹
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Civil Rights Act of 1964 - Title VI - 42 U.S.C. 2000d through d-4.
- o. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- p. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- q. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq.¹
- r. Power plant and Industrial Fuel Use Act of 1978 - Section 403 - 2 U.S.C. 8373.¹
- s. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.¹
- t. Copeland Anti kickback Act - 18 U.S.C. 874.¹
- u. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.¹
- v. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- w. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.²
- x. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.

Executive Orders

- Executive Order 11246 - Equal Employment Opportunity¹
- Executive Order 11990 - Protection of Wetlands
- Executive Order 11998 - Flood Plain Management
- Executive Order 12372 - Intergovernmental Review of Federal Programs
- Executive Order 12699 - Seismic Safety of Federal And Federally Assisted New Building Construction¹
- Executive Order 12898 - Environmental Justice

Federal Regulations

- a. 14 CFR Part 13 - Investigative and Enforcement Procedures.
- b. 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- c. 14 CFR Part 150 - Airport noise compatibility planning.
- d. 29 CFR Part 1 - Procedures for predetermination of wage rates.¹
- e. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- f. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor

- standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- g. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).¹
 - h. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
 - i. 49 CFR Part 20 - New restrictions on lobbying.
 - j. 49 CFR Part 21 - Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
 - k. 49 CFR Part 23 - Participation by Disadvantaged Business Enterprise in Airport Concessions.
 - l. 49 CFR Part 24 - Uniform relocation assistance and real property acquisition for Federal and federally assisted programs.¹²
 - m. 49 CFR Part 26 - Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
 - n. 49 CFR Part 27 - Nondiscrimination on the basis of handicap in programs and activities receiving or benefitting from Federal financial assistance.¹
 - o. 49 CFR Part 29 - Government wide debarment and suspension (non-procurement) and government wide requirements for drug-free workplace (grants).
 - p. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
 - q. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.¹

Office of Management and Budget Circulars

- a. A-87 - Cost Principles Applicable to Grants and Contracts with State and Local Governments.
- b. A-133 - Audits of States, Local Governments, and Non-profit Organizations.

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ 49 CFR Part 18 and OMB Circular A-87 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in the grant agreement.

2. Responsibility and Authority of the Sponsor.

- a. **Public Agency Sponsor:** It has legal authority to apply for the grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained

- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise program implementation project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
 - d. For noise program implementation projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
 - e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
 - f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in the grant agreement and shall insure that such arrangement also requires compliance therewith.
6. **Consistency with Local Plans.** The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.
 7. **Consideration of Local Interest.** It has given fair consideration to the interest of communities in or near which the project may be located.
 8. **Consultation with Users.** In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.
 9. **Public Hearings.** In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community. It shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the

project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. **Air and Water Quality Standards.** In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty (60) days after the project application has been received by the Secretary.
11. **Pavement Preventive Maintenance.** With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.
12. **Terminal Development Prerequisites.** For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under Section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning or deplaning from aircraft other than air carrier aircraft.
13. **Accounting System, Audit, and Record Keeping Requirements.**
 - a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of the grant, the total cost of the project in connection with which the grant is given or used, and the amount and nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
 - b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to the grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which the grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. **Minimum Wage Rates.** It shall include, in all contracts in excess of \$2,000 for work on any projects funded under the grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a - 276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.
15. **Veteran's Preference.** It shall include, in all contracts for work on any projects funded under the grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Veterans of the Vietnam era and disabled veterans as defined in Section 47112 of Title 49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.
16. **Conformity to Plans and Specifications.** It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and upon approval by the Secretary, shall be incorporated into this grant agreement. Any modifications to the approved plans, specifications, and schedules shall also be subject to approval by the Secretary and incorporated into the grant agreement.
17. **Construction Inspection and Approval.** It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.
18. **Planning Projects.** In carrying out planning projects:
 - a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
 - b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
 - c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
 - d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
 - e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.

- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary.

In furtherance of this assurance, the sponsor will have in effect arrangements for:

- (1) Operating the airport's aeronautical facilities whenever required; and
- (2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
- (3) Promptly notifying airmen of any condition affecting aeronautical use of this airport.

Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.

- b. It will suitably operate and maintain noise program implementation items that it owns or controls upon which Federal funds have been expended.

20. **Hazard Removal and Mitigation.** It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.
21. **Compatible Land Use.** It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce the compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.
22. **Economic Nondiscrimination.**
- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
 - b. In any agreement, contract, lease or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:
 - (1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - (2) charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
 - c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
 - d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
 - e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport

and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classifications or status.

- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- i. The sponsor may prohibit or limit any given type, kind, or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights. It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services; and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport.

It further agrees that it will not, either directly or indirectly, grant or permit any person, firm or corporation the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. **Fee and Rental Structure.** It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Development Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate base in establishing fees, rates, and charges for users of that airport.

25. **Airport Revenues.**

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. Provided, however, that if covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982 in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
- c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

26. **Reports and Inspections.** It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operations

and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;

- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of the grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by an duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - (i) all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - (ii) all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. **Use by Government Aircraft.** It will make available all of the facilities of the airport developed with Federal financial assistance and all those useable for landing and takeoff of aircraft to the United States for use by government aircraft in common with other aircraft at all times without charge, except, if the use by government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

- a. Five (5) or more Governmental aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movements of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. **Land for Federal Facilities.** It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. It will keep up to date at all times an airport layout plan of the airport showing (1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto; (2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities; and (3) the location of all existing and proposed non-aviation areas and of all existing improvements thereon. Such airport layout plan and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The Sponsor will not make or permit any changes or alteration in the airport or in any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility, or efficiency of the airport.
- b. If a change or alteration in the airport or its facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities.

30. Civil Rights. It will comply with such rules as are promulgated to assure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefitting from funds received from this grant. This assurance obligates the sponsor for the period during which Federal financial assistance is extended to the program, except where Federal financial assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the sponsor or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits or (b) the period during which the sponsor retains ownership or possession of the property.

31. Disposal of Land.

- a. For land purchased under grant for airport noise compatibility purposes, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will, at the discretion of

the Secretary, (1) be paid to the Secretary for deposit in the Trust Fund or (2) be reinvested in an approved noise compatibility project as prescribed by the Secretary, including the purchase of nonresidential buildings or property in the vicinity of residential buildings or property previously purchased by the airport as part of a noise compatibility program.

- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested in another eligible airport improvement project or projects approved by the Secretary at that airport or within the national airport system, or (2) be paid to the Secretary for deposit in the Trust Fund if no eligible project exists.
 - c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
 - d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation on any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with the operation of the airport.
32. **Engineering and Design Services.** It will award each contract, or subcontract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping, or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.
33. **Foreign Market Restrictions.** It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.
34. **Policies, Standards, and Specifications.** It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including but not limited to the advisory circulars listed in the current FAA Advisory Circulars for AIP project,

dated _____ and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.

35. **Relocation and Real Property Acquisition.** (1) It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B. (2) It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24. (3) It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.
36. **Access by Intercity Buses.** The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport, however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.
37. **Disadvantaged Business Enterprises.** The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26, and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801).
38. **Hangar Construction.** If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.
39. **Competitive Access.**
 - a. If the airport owner or operator of a medium or large hub airport (as defined in Section 47102 of Title 49, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that;
 - (1) Describes the requests;
 - (2) Provides an explanation as to why the requests could not be accommodated; and

- (3) Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1, or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.

EXHIBIT "C"

COMMERCIAL OPERATOR'S LICENSE AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20__, by and between the CITY OF SUSANVILLE, a municipal corporation and political subdivision of the State of California, hereinafter referred to as "Owner", and _____, address: _____, hereinafter referred to as "Commercial Operator";

1. Commercial Operator, by this Agreement, is hereby authorized to perform the following activities at the airport:

LIST AUTHORIZED ACTIVITIES

2. The term of this Agreement is for a period of ____ years (minimum of 3), from _____, 20__ to _____, 20__ and including _____.
3. This Agreement includes the provisions of those certain "Minimum Standards for Commercial Operators" adopted by the City of Susanville by Resolution, for general aviation at said Airport, a copy of which is attached hereto as Exhibit "C1", and any amendments, deletions, or additions thereto. These minimum standards and requirements for fixed base operations shall be required of and shall apply equally to all such commercial operators at said Airport. Owner specifically covenants and agrees that all such services defined in the above referenced minimum standards shall be confined to commercial operators meeting said standards. Said minimum standards stipulate the nature and amount of aeronautical activities and services required of all commercial operators at said airport, insurance requirements, financial investment required, and the specific licenses required.
4. Commercial Operator agrees to operate all activities authorized by this Agreement for the use and benefit of the public and to make available to the public on fair and reasonable terms all services on a fair, equal and not unjustly discriminatory basis to all users thereof and to charge fair, reasonable and not unjustly discriminatory prices for each unit of service, provided, Commercial Operator may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. Commercial Operator agrees that rates and charges for such activities and services shall be fixed by Commercial Operator subject to the City Council's concurrence and approval. In the event of disputes as to reasonableness, it is expressly understood by Commercial Operator that final determination will be reserved to the City of Susanville. All services offered by Commercial Operator will be performed with promptness and courtesy. It is expressly understood that nothing herein shall be construed to grant or authorized the granting of exclusive rights within the meaning of Section 308 (a) of the Federal Aviation Act of 1958, as amended. Commercial Operator shall be responsible for the actions of all its employees and shall render Owner safe and harmless from responsibility for any actions of negligence of Commercial Operator's employees engaged in these aeronautical activities and service. Commercial Operator will obtain at its own expense public liability insurance with limits of \$1,000,000.00 as to personal injury or death, and \$1,000,000.00 as to property damages to protect Owner from actions resulting from the Commercial Operator's activities at the Airport. Commercial Operator further agrees to keep the area where Commercial Operator performs the activities in a neat and orderly manner, free of offensive or dangerous materials or conditions.

5. Commercial Operator agrees to pay to Owner for the privilege of doing business at the Airport the following sums and amounts:
 - A. Commercial Operator shall pay to City the sum of \$8,463.56 per year in advance, which sum is due on July 1st, and on the first day of July in each subsequent year.
 - B. The base rate will be increased by 5 percent annually throughout the term.
6. This Agreement is not assignable.
7. It is expressly agreed by Commercial Operator and Owner that all rights, privileges and liabilities imposed on both parties by this Agreement are subject and subordinate to any conditions, restrictions, limitations, rules or regulations of any agreement or any contract pertaining to said Airport between the United States Government or any Department or Agency thereof having jurisdiction over said Airport and the Owner, and to rules and regulations of the State of California.
8. Commercial Operator does hereby agree that (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination in the use of said services, (b) that Commercial Operator shall render such services and activities reflected herein in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended. It is further agreed that in the event of breach of any of this nondiscrimination clause, Owner shall have the right to terminate this Commercial Operator Agreement.
9. The property interest herein of Commercial Operator may be subject to property taxation of the possessory interest created thereby, and, if created, Commercial Operator, by reason of said possessory interest, may be subject to the payment of property taxes levied on said interest. In the event said taxes are so levied, Commercial Operator shall be responsible for payment thereof.
10. Commercial Operator shall not permit dumping of hazardous waste at the Airport premises.
11. This Agreement will be governed by and construed in accordance with the laws of the State of California.

CITY OF SUSANVILLE

COMMERCIAL OPERATOR

Kathie Garnier, Mayor

Name:

(Approved by City Council on _____)

ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "C1"

MINIMUM STANDARDS FOR COMMERCIAL OPERATORS AT THE SUSANVILLE MUNICIPAL AIRPORT, SUSANVILLE, CALIFORNIA

The following minimum standards for commercial activities have been established in the public interest for the safe and efficient operation of the Susanville Municipal Airport; to enhance its orderly growth; to preclude the granting of an exclusive right to conduct an aeronautical activity in violation of Section 308(a) of the Federal Aviation Act of 1958; to conform to Title VI of the Civil Rights Act of 1964 and Part 21 of the Department of Transportation Regulations; and to assure to all users the availability of Airport property on fair and reasonable terms and without unjust discrimination.

1. No person, firm, or corporation shall engage in any commercial activity at the Susanville Municipal Airport unless a Susanville Airport Commercial Agreement (Exhibit "C") is entered into with the City of Susanville, and unless the commercial activity is done in full compliance with the minimum standards herein set forth.

2. A COMMERCIAL OPERATOR is defined as any person, firm, or corporation who is not otherwise the Airport Operator/Manager, but who is performing any of the functions or furnishing any of the services as hereinafter set forth for COMMERCIAL OPERATORS at the Susanville Municipal Airport.

3. All COMMERCIAL OPERATORS shall protect the public generally, the customers or clients of COMMERCIAL OPERATORS and the City of Susanville from any and all lawful damages, claims, or liability and shall carry comprehensive general liability insurance issued by an insurance company authorized to do business in the State of California. The City of Susanville shall be named as an additional insured. Policies must be approved by the City Administrator and a certificate of insurance thereof furnished to the City. It is further understood that as circumstances in the future dictate, the City may require an increase in bodily injury and property damage insurance. City shall increase the limits of insurance coverage only after a hearing before the City Council following input from the Airport Commission.

4. Any person, firm, or corporation capable of meeting the minimum standards set forth herein for any of the stated COMMERCIAL OPERATOR Categories A through I is eligible to become a COMMERCIAL OPERATOR at the Airport, provided there is space available, subject to the execution of a written lease for not less than five (5) years containing such terms and conditions as may be determined by the City. A COMMERCIAL OPERATOR shall not engage in any business or activity on the Airport other than that authorized under his particular Category or Categories. Any COMMERCIAL OPERATOR desiring to extend his operation into more than one (1) Category or to discontinue operations in a Category, shall first apply in writing to the City for permission to do so, setting forth in detail the reasons and conditions for the request. The City shall then grant or deny the request, in writing, on such terms and conditions as the City deems to be prudent and proper under the circumstances and issue a new COMMERCIAL OPERATOR's Agreement. Each COMMERCIAL OPERATOR shall provide his own buildings, personnel and equipment, and other requirements as herein stated upon land leased from the City of Susanville and obtain a signed Airport Hangar Land Lease Agreement.

5. All construction required of such COMMERCIAL OPERATORS shall be in accordance with design and construction standards required or established by the City for the facility or activity involved. Title to any and all buildings and appurtenances, which may be built on City property, shall be

as follows: when and if subject COMMERCIAL OPERATOR vacates its lease for any reason, COMMERCIAL OPERATOR may either remove said buildings COMMERCIAL OPERATOR owns at COMMERCIAL OPERATOR'S expense within ninety (90) days or building shall revert to non-commercial status.

6. All COMMERCIAL OPERATORS shall, at their own expense, pay all taxes and assessments against any buildings or other structures placed on the premises by them, as well as all taxes and assessments against the personal property used by them in their operations.

7. All COMMERCIAL OPERATORS shall abide by and comply with all state, county and city laws and ordinances, the rules and regulations of the City and the rules and regulations of the State and Federal Aviation Administration.

8. All COMMERCIAL OPERATORS shall provide and pay for all lights, gas, electric current, water, sewer charges and garbage collection charges used or incurred anywhere in or about their subject premises, and shall pay the charges made therefore by the suppliers thereof promptly when due.

9. All agreements and leases between such COMMERCIAL OPERATORS and the City shall be subordinate to the provisions of any existing or future agreement between the City of Susanville and the United States, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport properties.

10. No COMMERCIAL OPERATOR shall sublease or sublet any premises leased by such COMMERCIAL OPERATOR from the City, or assign any such lease, without the prior written approval of the City, and any such subletting or assignment shall be subject to all of the minimum standards herein set forth.

11. In the event the COMMERCIAL OPERATOR sublets any portion of his lease, the sublessee must agree to assume the full obligations of the lease as set out herein and must agree to fully cooperate with the City in seeing that these minimum standards are complied with. The sublessee shall immediately comply with any reasonable request or direction of the City as it relates to the enforcement of these standards.

12. In the event that the COMMERCIAL OPERATOR or sublessee fails to comply fully with these minimum standards or fails to comply with the reasonable request or direction of the City as it relates to these minimum standards, said COMMERCIAL OPERATOR or sublessee shall be in default. If said default continues for more than ten (10) days after notice of said default, the City may terminate the lease. Said COMMERCIAL OPERATOR is responsible for the performance of the sublessee.

13. COMMERCIAL OPERATORS shall have the right to use common areas of the Airport, including runways, taxiways, aprons, roadways, floodlights, landing lights, signals and other conveniences for the takeoff, flying and landing of aircraft of COMMERCIAL OPERATOR.

14. COMMERCIAL OPERATORS will, at all times during the continuance of the term of their agreements and/or leases and any renewal or extension thereof, conduct, operate and maintain for the benefit of the public, the commercial operation provided for and described therein, and all aspects and parts and services thereof as defined and set forth, and will make all such services available to the public and that it will devote its best efforts for the accomplishment of such purposes and that it will at all times

make charges to patrons and customers for all merchandise or materials and services furnished or rendered, but that it will refrain from imposing or levying excessive or otherwise unreasonable charges or fees for any facilities or services. Notwithstanding anything contained in a lease that may be or appear to the contrary it is expressly understood and agreed that the rights granted thereunder are nonexclusive and the lessor reserves the right to grant similar privileges to another COMMERCIAL OPERATOR upon formal application by that COMMERCIAL OPERATOR, and upon demonstration of compliance with Paragraphs 3 and 4 herein.

15. The City reserves the right to take any actions it considers necessary to protect the aerial approaches to the Airport against obstructions, together with the right to prevent any commercial operator from erecting, or permitting to be erected, any building, sign, or other structure on the Airport which, in the opinion of the City, would limit the usefulness of the Airport or constitute a hazard to aircraft.

16. All contracts and leases between such COMMERCIAL OPERATORS and the City shall be subordinate to the right of the City during time of war or national emergency to lease the landing area or any part thereof to the United States Government for military or naval use, and, if any such lease is so made, the provisions of any contracts or leases between such with the provisions of the lease to the Government, shall be suspended.

17. The provisions of these standards shall in no way negate or cause to be null or void existing leases with COMMERCIAL OPERATORS at the Susanville Municipal Airport. Upon the adoption of these standards, any new leases and/or agreements entered into and any amendments to existing leases and/or agreements shall be in accordance with the standards.

18. The COMMERCIAL OPERATOR shall remove from the Airport or otherwise dispose of in a manner approved by the City all garbage, debris, and other waste material (whether solid or liquid) arising out of its occupancy of the premises or out of its operations. Said COMMERCIAL OPERATOR shall keep and maintain his premises in a neat and orderly manner. Any garbage debris waste which may be temporarily stored in the open shall be kept in suitable garbage or waste receptacles, the same to be made of metal and equipped with tight fitting covers and to be of a design safely and properly to contain whatever may be placed therein. The COMMERCIAL OPERATOR shall use extreme care when effecting removal of all such waste. No COMMERCIAL OPERATOR shall permit any dumping of hazardous waste on City property or on property leased or rented by COMMERCIAL OPERATOR.

19. The City reserves the right to further develop or improve all areas of the Airport as it sees fit, regardless of the desires or views of any COMMERCIAL OPERATORS, and without interference or hindrance from any such COMMERCIAL OPERATORS.

20. The City reserves the right to enter upon any premises leased to COMMERCIAL OPERATORS at reasonable times for the purpose of making such inspections as it may deem expedient, to the proper enforcement of any covenant or condition of any COMMERCIAL OPERATOR'S contract or lease agreement.

21. The City recognizes the rights of any person, firm or corporation operating aircraft on the Airport with its own employees (including, but not limited to maintenance and repair) that it may choose to perform. However, said persons, firms or corporations may not hire any vendors of service, aircraft parts, or fuel from off-airport premises to perform services on the Airport.

22. Aircraft fueling shall be in strict accordance with any safety regulations.

COMMERCIAL OPERATOR CATEGORIES

CATEGORY A. FLIGHT INSTRUCTION AND AIRCRAFT RENTAL:

A COMMERCIAL OPERATOR in this Category shall:

1. Have available an instructor pilot with appropriate and current Federal Aviation Administration pilot and medical certificates.
2. Provide and maintain a minimum of one (1) aircraft owned or leased or rented by and under the exclusive control of this COMMERCIAL OPERATOR which are properly equipped and Federal Aviation Administration certificated for flight instruction and rental.
3. Demonstrate the continuing ability to meet requirements for certification of flight instructor personnel and aircraft by the Federal Aviation Administration.
4. Assure that personnel operating rental equipment obtained from the subject COMMERCIAL OPERATOR have appropriate and current Federal Aviation Administration pilot and approved medical certificates.
5. Independent individual flight instructors not performing said services on a reoccurring basis shall be exempt.

CATEGORY B. AIRCRAFT CHARTER AND TAXI:

A COMMERCIAL OPERATOR in this Category shall:

1. Conduct all aircraft charter and taxi service in compliance with Federal Aviation Regulations, particularly Regulation Part 135.
2. Lease from the City sufficient land on which to locate all improvements required by specific operations of the COMMERCIAL OPERATOR.

CATEGORY C. CROP DUSTING AND SPRAYING:

A COMMERCIAL OPERATOR in this Category shall:

1. Furnish suitable arrangements for the safe loading, unloading, storage and containment of noxious chemical materials.
2. Furnish a minimum of one (1) aircraft with pilot. The aircraft will be suitably equipped for agricultural operations with adequate safeguard against spillage of chemical spray mixtures or materials on runways and taxiways or dispersal by wind force to other operational areas of the Airport. The pilot will have appropriate and current Federal Aviation Administration pilot and approved medical certificates. The COMMERCIAL OPERATOR in this Category shall comply with all Federal Environmental Protective Agency and State requirements pertaining to handling, storage and disposal of chemicals.
3. Lease from the City sufficient land on which to locate all improvements required by the specific operations of the COMMERCIAL OPERATOR.

CATEGORY D. AIRCRAFT SALES:

A COMMERCIAL OPERATOR in this Category shall:

1. Have a minimum of one (1) fully qualified demonstrator pilot with current and appropriate Federal Aviation Administration pilot and approved medical certificates.
2. Lease from the City sufficient land on which to locate all improvements required by the specific operations of the COMMERCIAL OPERATOR.

CATEGORY E. AIRCRAFT, ENGINE, PROPELLER, AND ACCESSORY MAINTENANCE:

A COMMERCIAL OPERATOR in this Category shall:

1. Furnish facilities and equipment for airframe and power plant repairs with at least one (1) duly Federal Aviation Administration certified A & P Mechanic and such other personnel as may be necessary. Such airframe and power plant repair shall include facilities for repair of aircraft and engines used in aviation in this area.
2. Lease from the City sufficient land on which to locate all required improvements.

CATEGORY F. RADIO AND INSTRUMENT:

A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate all required improvements.
2. Have available a Federal Aviation Administration certificated technician in the field of aircraft electronics and/or aircraft instruments with proper Federal Communications Commission license to conduct complete aircraft transmitter, receiver and antennae repair.
3. Provide satisfactory arrangements for access to and storage of aircraft being worked on.

CATEGORY G. SALE OF AVIATION PETROLEUM PRODUCTS AND RAMP SERVICE:

A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate intended storage and dispensing equipment, and buildings.
2. Have personnel on full-time duty during normal business hours of not less than eight (8) hours a day, seven (7) days a week, adequately trained to operate fuel dispensing equipment in accordance with all applicable local, state, and Federal laws. (Additional requirement: On-call service may be required during all hours of darkness.
3. Demonstrate capability to efficiently and safely conduct or move aircraft to such areas and park them. Compliance with FAA and EPA standards shall be adhered to at all times.
4. Comply with the following criteria regarding fuel storage and dispensing facilities:
 - a. Purchase from City fuel tanks such fuel as is needed by COMMERCIAL OPERATOR for sale to COMMERCIAL OPERATOR'S customers;

- b. Maintain separate trucking equipment for each grade of fuel, meeting all applicable safety requirements with reliable metering devices subject to independent inspection, and with a pumping efficiency capable of servicing all aircraft normally using the Airport.
- c. Provide adequate fire extinguishers in all fuel dispensing areas and on all mobile dispensing trucks.

CATEGORY H. FLYING CLUBS:

In an effort to foster and promote flying for pleasure, develop skills in aeronautics, including pilotage, navigation, and an awareness and appreciation of aviation requirements and techniques the Category of Flying Clubs is added to the Rules, Regulations and Minimum Standards of the Susanville Municipal Airport.

All flying clubs desiring to base their aircraft and operate on the Airport must comply with the applicable provisions of these Standards and Requirements. However, they shall be exempt from regular COMMERCIAL OPERATOR requirements upon satisfactory fulfillment of the conditions contained herein.

1. The club shall be a non-profit entity (corporation, association or partnership) organized for the express purpose of providing its members with an aircraft(s), for their personal use and enjoyment only. The ownership of the aircraft(s), must be vested in the name of the flying club (or owned ratably by all of its members). The property rights of the members of the club shall be equal and no part of the net earnings of the club will inure to the benefit of any member in any form (salaries, bonuses, etc.). The club may not derive greater revenue from the use of its aircraft than the amount necessary for the operations, maintenance and replacement of its aircraft.
2. Flying clubs may not offer or conduct charter or air taxi. They may not conduct aircraft rental or flight instruction except for regular members. Any qualified mechanic who is a registered member and part owner of the aircraft owned and operated by a flying club shall not be restricted from doing maintenance work on aircraft owned by the club and the club does not become obligated to pay for such maintenance work except that such mechanics may be compensated by credit against payment of dues or flight time.
3. The flying club, with its permit request, shall furnish the Airport Management a copy of its charter and by-laws, articles of association, partnership agreement or other documentation supporting its existence; a roster, or list of members, including names of officers and directors, to be revised on a semi-annual basis; evidence of insurance in the form of a certificate of insurance in force withhold harmless clause in favor of the Airport, its officers and employees (ten (10) days prior notice of cancellation shall be filed with Airport management); number and type of aircraft; evidence that aircraft are properly certificated; evidence that ownership is vested in the club; and operating rules of the club. The books and other records of the club shall be available for review at any reasonable time by Airport management or his/her authorized agent.
4. A flying club, at any airport controlled by this same Airport management shall abide by and comply with all Federal, State and local laws, ordinances, regulations and the Rules and Regulations of this Airport management.

5. A flying club which violates any of the foregoing, or permits one (1) or more members to do so after ten (10) days' notice of such violation by the City of Susanville, may be required to terminate all operations at all Airports controlled by the City.

CATEGORY I. OTHER:

A COMMERCIAL OPERATOR in this Category shall:

1. Be any non-aviation related business located at the Susanville Municipal Airport and not covered in Categories A through H.
2. Lease from the City sufficient land on which to locate all required improvements.

EXHIBIT "D"

ORDINANCE NO. 87-697

AN ORDINANCE REPEALING CHAPTER 3 OF THE CODE OF THE CITY OF SUSANVILLE, CALIFORNIA, 1957, CONSISTING OF SECTION 3.1 TO SECTION 3.10 INCLUSIVE, AND ADDING A NEW CHAPTER 3, CONSISTING OF SECTION 3.1 TO 3.14 INCLUSIVE, TO THE CODE OF SUSANVILLE, CALIFORNIA, 1957

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

SECTION 1. Chapter 3, consisting of Section 3.1 to 3.10 inclusive, of the Code of the City of Susanville, California, 1957 is hereby repealed.

SECTION 2. There is hereby added to the Code of the City of Susanville, California, 1957, Chapter 3, consisting of Section 3.1 to 3.14 inclusive, to read as follows:

CHAPTER 3

AIRPORTS AND AIRPLANES.⁶

6. For state law as to airports generally, see Gov. C., §26020 et seq.

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|------|---|
| Sec. | 3.1. Generally |
| | 3.2. Purpose |
| | 3.3. Definitions |
| | 3.4. Application and Authority |
| | 3.5. Pilot Qualifications and Aircraft Certification |
| | 3.6. Airport Operations |
| | 3.7. Vehicle Regulations |
| | 3.8. Commercial and Business Activities |
| | 3.9. Liability of the City |
| | 3.10. Comprehensive Insurance Requirements |
| | 3.11. Penalties |
| | 3.12. Enforcement |
| | 3.13. Airport Safety Rules and Regulations |
| | 3.14. Charge for Private Airplanes Based at Municipal Airport |

SEC. 3.1. Generally

- (a) The Susanville Municipal Airport is operated by the City for the use and benefit of the public under the authority granted under the laws of the

State of California and under the terms of the City's assurance agreements with the federal government.

- (b) The airport shall be open for public use subject to such restrictions as may be necessary due to inclement weather, the conditions of the landing area, the presentation of aviation-related events and such other events as may be determined by the City Administrator, and subject to such fees and charges as may be established without discrimination for each class of user.

- (c) The use of the airport or any of its facilities in any manner shall create the obligation and the implied consent of the user to obey all of the regulations presented in this chapter.

SEC 3.2 Purpose

It is declared that the purpose of this chapter is to further the public interest, welfare and safety by providing for the protection and promotion of safety in the operation of aircraft over and on the Susanville Municipal Airport.

SEC. 3.3. Definitions

- (a) "Aircraft" means a device that is used, or intended to be used for flight in the air, under the control of a pilot. It includes airplanes, helicopters, gliders and lighter-than-air devices, such as blimps and balloons.
- (b) "Aircraft parking/tie-down area" means a hard surfaced area that is equipped with devices to secure aircraft to the ground.
- (c) "Airport Manager" means the city employee person designated by the City Council to manage the airport or a designee.
- (d) "Airport Operator" means the person under a contract with the City to operate the airport pursuant to the terms of that contract.
- (e) "Apron" mean a hard surfaced area adjacent to hangars, repair shops, taxiways, runways or the like, used to load, unload, service or handle aircraft.
- (f) "Designated fuel pump area" means that area surrounding the fuel pumps, as marked on the asphalted surface.
- (g) "Pilot" shall mean an individual solely responsible for the control and operation of an aircraft.
- (h) "Terminal operations/passenger area" means that area immediately north

of the terminal building and south of the primary taxiway.

(i) "Ultra light aircraft" means a powered or unpowered vehicle as described in Part 103 of the Federal Aviation Administration (FAA) Regulations.

SEC. 3.4 Application and Authority

- (a) The airport manager shall have the authority and the duty to prescribe reasonable regulations relating to the use of the Susanville Municipal Airport. Any such regulations shall first be submitted to the Susanville Airport Commission for its recommendations and thereafter, such regulations shall be submitted to the City Council for approval before taking effect. All regulations so prescribed and approved shall be filed in the office of the airport manager, made available for public inspection and publicly posted at the airport. During an emergency, the airport manager may grant a variation to these rules for the duration of the emergency.
- (b) Application. The provisions of this chapter shall be applicable to all aircraft operating on or over the Susanville Municipal Airport.
- (c) Authority. The provisions of this chapter shall be construed to supplement federal and state laws when not expressly inconsistent therewith concerning the conduct of aircraft on or over the airport and the regulations provided in Federal Aviation Administration regulations are adopted a part of this chapter.

SEC. 3.5. Pilot Qualifications and Aircraft Certification

No person not properly certified by the Federal Aviation Administration, and no aircraft not similarly certified, except ultra light aircraft unless ultra lights require Federal Aviation Administration certification, shall operate on or over the airport; provided, that this restriction shall not apply to public aircraft belonging to the government of the United States or to a state, territory, possession or any political subdivision, nor to any aircraft of a foreign country operated under permission of the federal government.

SEC. 3.6 Airport Operations

- (a) The rules and regulations promulgated by the Federal Aviation Administration and the California Aeronautics Commission, presently in effect and all additions or amendments thereto, are referred to, adopted and made a part of these regulations in every respect as if they were fully set forth in this chapter.
- (b) The operation of the Susanville Municipal Airport shall be under the

direction of the airport manager, who shall be responsible to the City Administrator of the City. The airport manager shall enforce all regulations of the airport including, but not limited to, the storage and movement of all aircraft and surface vehicles.

- (c) The airport operator shall be in charge of all fuel dispensed from City-owned fueling facilities and shall be responsible for reporting to the fire department any violation of fire and safety regulations governing the transportation, storage and use of fuel, and other inflammable substances brought on the airport that may be in violation of the Uniform Fire Code and related codes adopted by the City.
- (d) Persons shall fuel aircraft on the airport in areas approved for such operation by the City fire department according to the rules established by the City Fire Chief as issued from time to time and posted in a conspicuous place at the airport.
- (e) The airport operator shall be responsible for renting City-owned vacant hangars, shall oversee the manner in which the hangar space is utilized and in accordance with the hangar/storage license, shall manage the aircraft tie downs for most efficient and safe utilization of available areas, and shall assume managerial responsibility for the collection of all City hangar and tie down rents.
- (f) Any aircraft awaiting takeoff from the Susanville Municipal Airport shall be parked in such a position as to have a direct view of aircraft approaching for landing, and takeoff shall not commence until the pilot has ascertained that no aircraft is on final approach for landing on the runway, and that the runway to be used for takeoff is itself clear of landing or taxiing aircraft.
- (g) No persons operating an aircraft shall land or takeoff from Susanville Municipal Airport except on the runway designated for takeoff and landing.
- (h) No aircraft after take off shall deviate from a straight course until after passing the boundaries of the airport and reaching an altitude of four thousand six hundred (4,600) feet mean sea level (MSL).
- (i) The aprons at the Susanville Municipal Airport shall be used only for loading, unloading, servicing, and authorized refueling of aircraft.
- (j) Unattended aircraft shall be parked only in areas designated as tie down areas, or in hangars; provided further, no aircraft shall be parked in a tie down area unless it is positioned over and attached to a tie down facility.

- (k) Emergencies requiring police, fire, or medical air shall be reported by calling the Emergency Service No. 911.
- (l) The terminal operations/passenger area shall remain clear except for the registration, loading, and unloading of aircraft.
- (m) All accidents involving personal injury or property damage in excess of five hundred (500) dollars occurring on the Susanville Municipal Airport shall be reported in writing to the office of the airport manager within twenty-four (24) hours.
- (n) Failure to pay duly established fees incurred for the parking of aircraft on the airport shall constitute a lien upon the aircraft. The City may hold such aircraft until the fees are paid or may dispose of the aircraft, as provided by law, in the event the fees are not paid.
- (o) The registered owners/operators of all aircraft permanently based on the airport and parked in the City-owned hangars, tie down areas, or private hangars on City property, shall register their full names and mailing addresses with the airport manager or a designated representative on the aircraft registration form provided by the City.
- (p) The owner/manager of each privately owned hangar or tie down facility on the airport shall, no later than the tenth (10) of each month, furnish the airport manager with a roster of aircraft and their registered owners/operators current as of the last day of the preceding month. Included with the roster of aircraft shall be a fee in an amount set by the City Council for each aircraft except one aircraft owned by the owner/manager. The report shall be submitted on a form provided by the City.
- (q) The registered owner/operator of each aircraft parked on the airport shall be responsible for properly securing the aircraft to protect the aircraft from wind damage.
- (r) Traffic Patterns. All aircraft, except in an emergency, shall conform to the following traffic patterns:
 - (1) The established traffic patterns are at an altitude of five thousand (5,000) feet MSL as published in the airport/facility directory, and are depicted in the segmented circle located on the south side of runway 11-29.
 - (2) Straight-in approaches shall not be made without prior notification to local air traffic on Susanville Unicom (122.8); or in case of

- emergency, on Susanville Unicom (122.8).
- (3) Aircraft entering or leaving the traffic pattern shall exercise extreme caution and shall not cause other aircraft already in the pattern to deviate from their courses;
 - (4) Such charts and visual diagrams as are necessary to display the authorized traffic patterns shall be adopted by resolution and by reference made a part of this chapter.
- (s) Communication with Susanville UNICOM. Pilots of aircraft equipped with a communication radio shall observe the following procedures:
- (1) All traffic inbound to the airport shall continuously monitor 122.8 Megahertz and, when approximately ten (10) miles from the airport, call Susanville UNICOM for airport advisory on surface weather conditions and airfield conditions;
 - (2) In the event Susanville UNICOM does not reply, the inbound pilot shall broadcast “in the blind” to the Susanville TRAFFIC, stating position and intentions;
 - (3) Departing pilots shall monitor 122.8 Megahertz, broadcasting their positions and intentions to Susanville TRAFFIC.

(t) Annual report of airport operator. Subject to the express or implied terms of any contract between the City and any person for the operation of the municipal airport which is in effect upon the effective date of this Ordinance, the operator of the airport shall annually, on the first day of July of each year, render to the City Council an activity report which report shall show:

- The number of aircraft tie downs available at the airport;
- The number of aircraft based upon the airport;
- The number of hangars situated in and upon the airport;
- The number of gallons of aviation fuel sold at the airport during the preceding twelve (12) month period; and
- The number of takeoffs and landings made at the airport during the preceding twelve (12) month period.

SEC. 3.,7

Vehicle Regulations

(a) No person shall operate any surface vehicle upon the runways, taxiways, terminal operations, passenger area, designated fuel pump area or area between the fuel pumps and the Airport Operator’s office and residence, without the authorization of the airport manager or a designee, provided that owners/drivers of surface vehicles may drive to their parked aircraft keeping clear of and yielding right-of-way to all aircraft.

(b) Drivers shall close the gates, if operational, behind themselves upon entering or leaving the airport, between the hours of f (5) P.M. and eight (8) A.M./

SEC 3.8

Commercial and Business Activities

No person shall use the airport for commercial activities without a written contractual arrangement with the City. Commercial activities shall include, but are not limited to, carrying passengers for hire, flight instruction, aircraft rental, sales of goods and services, agricultural operations, and aircraft maintenance and repairs.

Any person using the airport as a base for agricultural and aerial application which involves the loading, the unloading, and the storage of chemicals shall first obtain a permit from the City. The permit shall specify the areas which may be used, applicable restrictions, the amount of such operating fees that may be required and the time period for which the permit is valid.

SEC. 3.9 Liability of the City

The privilege of using the airport and its facilities shall be conditioned upon the assumption of full responsibility and risk by the user. Users shall release, hold harmless and indemnify the City, its officers, and employees from any liability or loss resulting from such use, as well as against claims of third persons so using the airport. The exercise of the privilege shall constitute an acknowledgment that the City maintains the airport in a governmental capacity.

SEC. 3.10 Comprehensive Insurance Requirements

Any person operating an aircraft on the Susanville Municipal Airport shall maintain comprehensive public liability and property damage insurance on the aircraft in such amounts as may be determined by resolution of the City Council.

SEC. 3.11. Penalties

Any person who violates any provision of this chapter shall be guilty of an infraction, pursuant to the provisions of Government Code Section 36900 and the penalties provided in the Government Code, and upon conviction thereof shall be punishable by a fine as provided in Section 36900 of the Government Code.

Cumulative Remedy. The remedies prescribed in this chapter are intended to be in addition to any other procedures or penalties prescribed by law.

Reviewed by:  City Administrator

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

Submitted by: Marlin Johnson, City Planner

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 19-5729** and **Ordinance No. 19-1020** Susanville Indian Rancheria General Plan Amendment and Rezone File RZ 19-002

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: This is a request to amend the City of Susanville General Plan Land Use Element map to change the land use designation and zoning of an 18.09-acre parcel from Single Family Residential with an R-4 zoning to a designation of General Commercial with a C-O zoning. The site is located south of Skyline Road and east of Paul Bunyan Road and is currently undeveloped. Future development will require architectural and site plan review for construction of allowed uses. The property accesses Skyline Road, an arterial street. There are utility services in the street.

The current R-4 zoning permits development of multifamily dwellings. (Note that the General Plan designation of Single-Family Residential does not match the Zoning.)

Commercial Office designation does not appear on the General Plan Land Use Map but is consistent with and may be located along arterial or collector streets and in other areas designated on the General Plan Land Use Map as Commercial. The Commercial-Office Zoning proposal would allow multifamily dwellings with an approved Use Permit, so may be considered more applicable than the current zoning. The potential impact of Commercial Office Zoning seems lower, but an approved Use Permit would still allow the maximum of 20 dwelling units per acre as allowed in R-4 Zoning.

There are no physical constraints with the property which would prevent the parcel from being developed with either zoning. The upper portion of the site is level and the property is not in a floodplain or near any identified earthquake fault. No other agency's approval is needed for the general plan amendment and rezone.

The Planning Commission reviewed this project at their meeting of June 23, 2019 and approved Resolutions 19-1076 and 19-1077 (attached) recommending that the City Council approve the project as presented, while lacking completed environmental review. The approval included that CEQA review must be completed to the satisfaction of the city prior to any final approval of this zone change by the Susanville City Council. At this time Staff has determined that the project will not have a significant effect on the environment and is recommending the adoption of a Negative Declaration by the City Council.

CEQA The project has been reviewed pursuant to the California Environmental Quality Act for potential significant impacts to the Environment. Staff prepared an Initial Study and Negative Declaration which is included herein. The Initial Study did not identify any potentially significant impacts of the project, primarily as the proposed General Plan amendment and Zoning change does not represent a significant change in development potential. A public review period for the environmental document ran from October 17, 2019 to November 7, 2019.

FISCAL IMPACT: None currently.

ACTION REQUESTED: Motion to approve Resolution No. 19-5729 a motion of intent to adopt Resolution 16-5292 and a first reading of Ordinance 19-1020.

ATTACHMENTS: Exhibit "A"
Resolution No. 19-5729
Ordinance No. 19-1020
Proposed Negative Declaration and Initial Study

RESOLUTION NO. 19-5729

A RESOLUTION OF THE SUSANVILLE CITY COUNCIL ADOPTING A NEGATIVE DECLARATION AS THE ENVIRONMENTAL DOCUMENT FOR GENERAL PLAN AMENDMENT NO. RZ 19-002, AMENDING THE LAND USE MAP FOR PROPERTY LOCATED ON THE SOUTH SIDE OF SKYLINE ROAD AND THE EAST SIDE OF PAUL BUNYAN ROAD (ASSESSOR'S PARCEL NO. 103-190-06) TO GENERAL COMMERCIAL

WHEREAS, the City Council held a public hearing to consider the proposed Negative Declaration and amendment to the General Plan Land Use and Circulation Map and Zone Change on November 20, 2019, and accepted public testimony and written and verbal comments presented concerning both requests: and

WHEREAS, the Planning Commission forwarded its recommendation for the General Plan Amendment and Rezone to the City Council under Resolution 19-1079 and Resolution 19-1080; and

WHEREAS, the City Council considered the written information and verbal comments presented concerning the proposed negative declaration, reviewed the environmental documentation for the General Plan Amendment and Zone Change and finds that the project has no adverse effect on the environment; and

WHEREAS, the Initial Study, draft Negative Declaration and Notice of Intention to Adopt the Negative Declaration were distributed for public review pursuant to the provisions of Section 15073 of the California Environmental Act; and

WHEREAS, the City of Susanville Planning Department Staff "consulted" with the Susanville Indian Rancheria in accordance with Government Code Section 65352.3; and; and

WHEREAS, the City Council, based upon the recommendation of the Planning Commission and its independent review of the General Plan Amendment and Zone Change hereby makes the following findings:

- A. The Initial Study identified no potentially significant effects would occur by said General Plan amendment.
- B. The proposed amendment has been processed according to the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA).
- C. The proposed General Plan amendment is consistent and compatible with the goals and policies of the General Plan and any implementation programs that may be affected.
- D. The proposed amendment is deemed to be in the public interest as the General Plan amendment is more in line with the existing zoning and as there is a need for health care facilities in the community. (In addition, multi-family residences are not allowed in Single Family Districts but may be allowed in General Commercial with a Use Permit.)
- E. The proposal is located adjacent to an arterial street providing good access to and from the site.
- F. The potential impacts of the proposed amendment have been assessed and have been determined not to be detrimental to the public health, safety or welfare.

NOW, THEREFORE, BE IT RESOLVED the City Council makes the following decision:

- A. Adopts the Negative Declaration and directs staff to file the required Notice of Determination; and
- B. Directs Staff to send appropriate notification to the utility providers and the County Assessor; and
- C. Amend the City's General Plan Land Use and Circulation Map from Single-Family Residential to General Commercial for the property commonly known as Assessor's Parcel No. 103-190-06 as shown on Exhibit "A" incorporate herein and made a part of.

APPROVED: _____
Kevin Stafford; Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of Susanville held on the 4th day of December, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

Jessica Ryan, City Attorney

**ORDINANCE NO. 19-1020
AN ORDINANCE APPROVING ZONE CHANGE NO. RZ 19-002, AMENDING THE
ZONING MAP FOR THE CITY OF SUSANVILLE**

The City Council of the City of Susanville does hereby ordain as follows:

Section 1. That certain ZONING MAP OF THE CITY OF SUSANVILLE (referred to in Title 17, Section 17.04.070 of the ZONING ORDINANCE FOR THE CITY OF SUSANVILLE, is hereby amended to provide as follows:

The property commonly known as Assessor's Parcel No. 103-190-06 as shown on the attached map labeled Exhibit "A" is hereby zoned as shown on said map to the C-O (Commercial Office) District as established by Section 17.040.060 of the ZONING ORDINANCE OF THE CITY OF SUSANVILLE

Section 2. The City Clerk shall, within fifteen (15) days after the passage, cause this Ordinance to be published at least once in the *Lassen County Times*, a newspaper of general circulation, printed, published and circulated within the City.

Section 3. If any section, subsection, sentence, clause or phrase of this ordinance if, for any reason, held to be invalid or unconstitutional, such invalidity of 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, sentence, clause or phrase hereof would have been prepared, proposed, adopted, approved and ratified irrespective of the fact that any one or more other sections, subsections, sentences, clauses, phrases be declared invalid or unconstitutional.

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

INTRODUCED at a regular meeting of the City Council of the City of Susanville, California, on the 20th day of November, 2019, and adopted at a regular meeting of the City Council of the City of Susanville, California, on the _____ day of _____, 2019.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Ordinance No. 19-1020 was adopted at a regular meeting of the City Council of the City of Susanville, held on the _____ day of _____, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CITY OF SUSANVILLE
DRAFT PROPOSED NEGATIVE DECLARATION

TO: X

COUNTY CLERK
County of Lassen
Court House, South Lassen Street
Susanville, CA 96130

FROM:

COMMUNITY DEVELOPMENT DEPARTMENT
City of Susanville
66 North Lassen Street
Susanville, CA 96130
530) 252-5117

Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

**SUBJECT: PROPOSED NEGATIVE DECLARATION, FILING PURSUANT TO TITLE 14, DIVISION 5, CHAPTER 3,
ARTICLE 7, SECTIONS 15070, 15071, AND 15072 OF THE CALIFORNIA ADMINISTRATIVE CODE.**

Project Title: Susanville Indian Rancheria – General Plan Amendment and Rezone – RZ-19-002

State Clearinghouse Number(if Submitted to Clearinghouse): n/a

Contact Person: Marlin Johnson, City of Susanville

Project Location and Description: 18.09 acer parcel lying south of Skyline Road and east of Paul Bunyan Road, Assessor Parcel Number – 103-190-06

The applicant is requesting a General Plan Amendment to Commercial Office and a Rezone to Commercial Office. The Project Questionnaire submitted with the application notes a need for a new health clinic. This facility would be located on the northeast portion of the property. The clinic is anticipated to be 38,000 SF in size, to include a section for dialysis if a partnership with the DaVita Corporation can be made. The northwest portion of the property would be available for business offices and potentially for small retail establishments. The southern bulk of the property is proposed to remain undeveloped due to topography restrictions.

This is to advise that the City of Susanville, has provided a public review and comment period from October 17, 2019 through November 7, 2019 on the above project. The Community Development Department has made the following findings and determinations regarding the above-described project:

1. The initial study shows that there is no substantial evidence that the project may have a significant effect

on the environment; or

2. The Initial study identified potentially significant effects but:
 - (1).Revisions in the project plans or proposals made by or agreed to by the applicant before the proposed Negative Declaration is released for public review would avoid the effects or mitigate the effects to a point where clearly no significant effects would occur, and
 - (2).There is no substantial evidence before the agency that the project as revised may have a significant effect on the environment.
3. No mandatory findings of significance have been identified pursuant to Section 15065.
4. The required public review period is provided in accordance with Section 15071.

 Twenty (20) days if local agencies

 Thirty (30) days if state agencies involved
5. The required public notice has been provided in accordance with Section 15072.
6. The Proposed Negative Declaration was distributed to Responsible and Trustee Agencies as well as other public agencies with jurisdiction by law over resources affected by the project, Section 15073.
7. The Proposed Negative Declaration was delivered to the Lassen County Clerk for posting on October 17, 2019 as required by Public Resources Code, Section 21092.3.
8. The City of Susanville City Council shall at a hearing on November 20, 2019 at 6:30 P.M., consider the Negative Declaration.

CITY OF SUSANVILLE ACTION ON THE NEGATIVE DECLARATION

The City of Susanville,(Planner, Planning Commission, City Council) at the conclusion of the hearing conducted on _____, 2019 has duly considered the merits of the Proposed Negative Declaration and hereby finds:

1. The proposed Negative Declaration together with any comments received was considered during the public review process.
2. Based on the Initial Study and any comments received during the public review process, it is found that there is no substantial evidence that the project will have a significant effect on the environment.
3. The Negative Declaration is hereby recommended for approval by the City Council; and Mitigation Measures_ are, are not adopted.
4. A Notice of Determination shall be filled as provided for by Section 15075.

AFFIDAVIT OF FILING AND POSTING

I declare that I received and posted the Proposed Negative Declaration as required by California Public Resources Code Section 21092.3. Said notice will remain posted for X

Planning Department
City of Susanville
State of California

20

or ___ 30 days.

BY: _____

SIGNATURE

NAME: Marlin Johnson

COMMUNITY DEVELOPMENT DIRECTOR

Court Records Supervisor Office of the County Clerk

Note: A copy of this Negative Declaration and its supporting documents may be reviewed/obtained during normal working hours at the City of Susanville, Community Development Department at 66 north Lassen Street, Susanville, California, 96130.

PROPOSED NEGATIVE DECLARATION AND INITIAL STUDY

Project: Susanville Indian Rancheria - General Plan Amendment and Rezone

Project Location: South of Skyline Drive and East of Paul Bunyan Road, Susanville, CA – Assessor's Parcel 103-190-06

Lead Agency: City of Susanville, CA

Project Description

This Initial Study and Mitigated Negative Declaration (IS/MND) evaluates the environmental effects of an amendment to the General Plan and a Rezone. The applicant is requesting a General Plan Amendment to Commercial Office and a Rezone to Commercial Office. The Project Questionnaire submitted with the application notes a need for a new health clinic. This facility would be located on the northeast portion of the property. The clinic is anticipated to be 38,000 SF in size, to include a section for dialysis if a partnership with the DaVita Corporation can be made. The northwest portion of the property would be available for business offices and potentially for small retail establishments. The southern, bulk, of this 18.09-acre property is proposed to remain undeveloped due to topography restrictions.

Findings

An IS/MND has been prepared to assess the project's potential effects on the environment and the significance of those effects. Based on the IS/MND, it has been determined that the proposed project would not have significant effects on the natural environment. No mitigation measures are required

Questions or comments regarding this MND may be addressed to:

Marlin Johnson
City Planner
City of Susanville
66 North Lassen
Susanville, CA 96130
(530) 252-5104

Approval of Initial Study/Mitigated Negative Declaration

Certification by Those Responsible for Preparation of this Document. The City has been responsible for the preparation of this mitigated negative declaration and the incorporated initial study. I believe this document meets the requirements of the California Environmental Quality Act, is an accurate description of the proposed project, and that the lead agency has the means and commitment to implement the project design

measures that will assure the project does not have any significant, adverse effects on the environment. I recommend approval of this document.

Marlin Johnson, City Planner, City of Susanville

Date

Adoption of Mitigated Negative Declaration by the Lead Agency. Pursuant to Section 21082.1 of the California Environmental Quality Act, the City of Susanville City Council has independently reviewed and analyzed the initial study and mitigated negative declaration for the proposed project and finds that the initial study and mitigated negative declaration for the proposed project reflect the independent judgment of the City of Susanville. The lead agency finds that the project design features will be implemented as stated in the mitigated negative declaration.

Kevin Stafford
Mayor, City of Susanville

Date

1.0 Introduction

This Initial Study (IS) identifies and assesses the anticipated environmental impacts of the proposed General Plan Amendment and Rezone.

1.1 Environmental Review Process

This document satisfies the requirements of the California Environmental Quality Act (CEQA).

The City of Susanville (City) is the lead agency under provisions of CEQA. CEQA requires that state and local government agencies consider the environmental consequences of projects over which they have discretionary authority before acting on those projects. The IS, prepared in accordance with the CEQA Statutes (Public Resources Code Section 21000 et seq.) and the CEQA Guidelines (California Administrative Code Section 15000 et seq.), presents sufficient information to allow the City to determine whether the project may have a significant effect on the environment. If the City finds substantial evidence that any aspect of the Project, either individually or cumulatively, may have a significant effect on the environment, regardless of whether the overall effect of the project is adverse or beneficial, the City must prepare an EIR. If the City finds no substantial evidence that the Project or any of its aspects may cause a significant effect on the environment, a Negative Declaration shall be prepared. If in the course of analysis, the City recognizes that the project may have a significant impact on the environment, but that by incorporating specific mitigation measures the impact will be reduced to a less than significant effect, a Mitigated Negative Declaration (MND) shall be prepared.

The IS provides sufficient information for Responsible and Trustee agencies to use as the basis for CEQA compliance. This is not, in and of itself, a decision document. The document's purpose is to evaluate the environmental consequences of implementing the project and to identify measures if necessary to avoid or mitigate significant impacts.

Although the lead agency must consider the information in the MND, the document's conclusions do not dictate the lead agency's discretion to approve or disapprove the project. The decision making document is the Notice of Determination that records the agency's decision and is circulated for public review. The minimum content requirements for a MND are:

- Description and title of the project;
- Location of the project
- Name of the project proponent;
- A proposed finding that the project will not have a significant effect on the environment;
- An attached copy of the Initial Study documenting reasons to support the finding; and
- Mitigation measures, if any, included in the project to avoid potentially significant effects

1.2 Project Title

Susanville Indian Rancheria, General Plan Amendment and Rezone #RZ-19-002, serves as the project title for the proposed project.

1.3 Lead Agency

The City of Susanville serves as the lead agency for the Project.

1.4 Contact Person and Phone Number

Marlin Johnson, City Planner, City of Susanville, is the project manager for the Project. His contact information is: 66 North Lassen, Susanville, CA 96130; (530) 252-5104.

1.5 Project Location

South of Skyline Road and East of Paul Bunyan Road Susanville, CA. Assessor's parcel no. 103-190-06.

1.6 Project Sponsor's Name and Address

City of Susanville
66 North Lassen
Susanville, CA 96130
(530) 252-5104

1.7 Public Review

A formal public review of the Project IS/ND is accomplished with the circulation of this document, responses to comments received on this document, and through public hearings held to consider approval of the proposed action.

The IS/ND will be circulated for public and agency review from October 17, 2019 to November 7, 2019. Paper copies of the document are available for review at the following locations during business hours:

City Hall
66 North Lassen
Susanville, CA 96130

Comments on this document must be received by 5:00 p.m. on November 17, 2019. Written comments may be sent by postal, electronic mail or fax to:

Marlin Johnson
City Planner
City of Susanville
66 North Lassen
Susanville, CA 96130
(530) 252-5104

1.8 Environmental Factors Potentially Affected/Areas of Known Controversy

The public input process and environmental analysis included in the preparation of the IS/MND identified key environmental issues and areas of known controversy. The environmental factors checked below could be affected by this Project.

- Blank** No impact
- L** Less than significant impact
- M** Less than significant impact with mitigation
- PS** Potentially significant

<u> </u> Aesthetics	<u> </u> Agriculture & Forestry Resources	<u> </u> Air Quality
<u> L</u> Biological Resources	<u> L</u> Cultural Resources	<u> </u> Geology/Soils
<u> </u> Greenhouse Gas Emissions	<u> </u> Hazards & Hazardous Materials	<u> </u> Hydrology/Water Quality
<u> </u> Land Use/Planning	<u> </u> Mineral Resources	<u> L</u> Noise
<u> </u> Population/Housing	<u> L</u> Public Services Utilities/Service Systems	<u> </u> Recreation
<u> </u> Transportation/Traffic	<u> L</u> Systems	<u> </u> Mandatory Findings of Significance

Determination

On the basis of this initial evaluation:

I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.

I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

I find that the proposed project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (1) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

By: Marlin Johnson Date: October 17, 2019

Title: Planner Representing: City of Susanville

Signature: _____

2.0 Evaluation of Environmental Impacts

The following environmental analysis has been prepared using the CEQA Guidelines Appendix G: Environmental Checklist Form to complete an IS.

CEQA requires a brief explanation for answers to the Appendix G: Environmental Checklist except "No Impact" responses that are adequately supported by noted information sources.

Answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.

The following CEQA direction applies to each checklist question.

- A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- "Less than Significant Impact" applies where the project creates no significant impacts based on the criterion or criteria that sets the level of impact to a resource,
- "Less than Significant Impact with Mitigation Incorporated " applies where the incorporation of mitigation measures has reduced an effect from potentially "Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level.
- "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect is potentially significant, as based on the criterion or criteria that sets the level of impact to a resource.

I. Aesthetics

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Have a substantial adverse effect on a scenic vista?				√
b) Substantially damage scenic resources, including, but not limited to: trees, rock outcroppings, and historic buildings within a state scenic highway?				√
c) Substantially degrade the existing visual character or quality of the site and its surroundings?				√
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?				√

I.a Substantial Adverse Effect on Scenic Vista

A significant impact would occur if the proposed Project has a substantial adverse effect on a scenic vista.

The aesthetic impacts of any future development will be reviewed as per existing regulations which will not change as a result of the General Plan Amendment and Rezone.

Environmental Analysis: *No Impact.*

I.b Substantially Damage Scenic Resources within a State Scenic Highway

A significant impact would occur if the proposed Project substantially damages scenic resources within a designated state scenic highway.

The Project area is not located near nor will it be visible from a designated state scenic highway.

Environmental Analysis: *No Impact.*

I.c Substantially Degrade Existing Visual Character or Quality

A significant impact would occur if the proposed Project substantially degrades the existing visual character or quality of the site and its surroundings.

The proposed General Plan Amendment and Rezone will not change the development pattern in the City. No changes will occur to degrade the visual quality of the City.

Environmental Analysis: *No Impact.*

I.d Create New Source of Substantial Light or Glare

A significant impact would occur if the proposed Project creates a new source of substantial light or glare that would adversely affect day or nighttime views in the area.

Environmental Analysis: *No Impact.*

II. Agricultural and Forestry Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				√

b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?				√
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?				√
d) Result in the loss of forest land or conversion of forest land to non-forest use?				√
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?				√

Environmental Setting

There is no land within the City of Susanville designated as Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, according to the State of California Resources Agency (DOC 2012 and NRCS 2013). There are no Williamson Act contracts within the City of Susanville.

II.a Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance

A significant impact would occur if the proposed Project converts farmland designated as “prime,” “unique” or “farmland of statewide importance” to non-agricultural uses.

The California Department of Conservation (DOC) applies the United States Department of Agriculture, National Resources Conservation Service (NRCS) soil classifications to identify agricultural lands. These designations are used in planning California’s present and future agricultural land resources. There are no lands within the City of Susanville that have been designated as “prime,” “unique” or “farmland of statewide importance.”

Environmental Analysis: *No Impact.*

II.b Conflict with Existing Agricultural Zoning or Williamson Act Contract

A significant impact would occur if the proposed Project conflicts with existing zoning for agricultural use, or a Williamson Act contract.

There are no lands within the City of Susanville that are subject to a Williamson Act contract.

Environmental Analysis: *No Impact.*

II.c Conflict with Existing Zoning for Forest Lands or Timberlands

A significant impact would be one that converts forest land to non-timber harvest uses; conflict with existing zoning for forest land use; or involve other changes in the existing environment, which could result in conversion of forest land to non-timber harvest use.

There are no areas of timberland within the City of Susanville that are suitable for commercial timber harvest.

Environmental Analysis: *No Impact.*

II.d Loss of Forest Land or Conversion of Forestland to Non-Forest Use

A significant impact would occur if the proposed Project results in the loss of forest and or conversion of forest and to non-forest use.

There is no significant forest land within the City of Susanville. No impact is associated with the Project.

Environmental Analysis: *No Impact.*

II.e Other Changes to Existing Environment

A significant impact would occur if the proposed Project involves other changes in the existing environment that due to their location or nature could result in conversion of Farmland to non-agricultural use or conversion of forestland to non-forest use.

Because the project does not propose any direct physical changes to the environment and the indirect potential for future development would not result in any parcels developing that cannot already be developed through a ministerial permit there will be no impact to the environment.

Environmental Analysis: *No Impact.*

III. Air Quality

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Conflict with or obstruct implementation of the applicable air quality plan?				√
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?				√

c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?				√
d) Expose sensitive receptors to substantial pollutant concentrations?				√
e) Create objectionable odors affecting a substantial number of people?				√

Environmental Setting

The City of Susanville lies within the Northeast Plateau Air Basin, for which the State of California has delegated air quality management responsibility to the Lassen County Air Pollution Control District (LCAPCD). Lassen County is classified as nonattainment for the state PM₁₀ ambient air quality standard and is an attainment area for all other air quality metrics.

III.a Conflict with Applicable Air Quality Plan

A significant impact would occur if the proposed Project conflicts with or obstructs implementation of the applicable air quality plan.

The vacant R-4 land would allow significantly higher development levels than the proposed C-O Zoning. The regulatory change will therefore be less than significant for air quality due to the lower density potentials.

Environmental Analysis: *No Impact.*

III.b Violation of Air Quality Standards or Substantially Contribute to an Existing or Projected Air Quality Violation

A significant impact would occur if the proposed Project violates any air quality standard or contributes substantially to an existing or projected air quality violation.

Environmental Analysis: *No Impact.*

III.c Cumulatively Considerable Net Increase of a Criteria Pollutant

A significant impact would occur if the Project results in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard. The only state or federal nonattainment designation for Lassen County is related to the California PM₁₀ ambient air quality standard.

Environmental Analysis: *No Impact.*

III.d Expose Sensitive Receptors to Pollutant Concentrations

A significant impact would occur if the proposed Project exposes sensitive receptors to substantial pollutant concentration.

Sensitive receptors are locations where human populations, especially children, seniors, and persons with health issues are present, and where there is a reasonable expectation of human exposure to pollutants. Sensitive receptors normally refer to people with heightened sensitivity to localized concentrations of toxic air contaminants, rather than regional criteria air pollutants. The proposed General Plan Amendment and Zoning change do not allow new uses that would generate significant amounts of air pollutants therefore there would be no impact to sensitive receptors in the City.

Environmental Analysis: *No Impact.*

III.e Creation of Objectionable Odors

A significant impact would occur if the proposed Project creates objectionable odors impacting a substantial number of people.

Neither the proposed General Plan Amendment or Zoning change have the potential to create objectionable odors.

Environmental Analysis: *No Impact.*

IV. Biological Resources

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?			√	
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?				√
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				√

d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?				√
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?				√
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				√

Environmental Analysis:

Special Status Wildlife

The proposed General Plan Amendment and Zoning change will have a less than significant impact on rare, threatened or endangered species.

IV.a Substantial Adverse Effect on Species through Habitat

A significant impact would occur if the proposed Project has a substantial adverse effect on species identified as candidate, sensitive, or special status species.

Environmental Analysis: *Less Than Significant Impact.*

IV.b Substantial Adverse Effect on Sensitive Natural Community

A significant impact would occur if the proposed Project has a substantial adverse effect on any riparian or other sensitive natural community. Sensitive vegetation communities are natural communities and habitats that are either unique, of relatively limited distribution in the region, or of particularly high wildlife value.

Environmental Analysis: *No Impact*

IV.c Substantial Adverse Effect on Wetlands

A significant impact would occur if the proposed Project has a substantial adverse effect on federally protected wetlands. The U.S. Army Corps of Engineers (USACE) and the U.S. Environmental Protection Agency (EPA) regulate the discharge of dredged or fill material into waters of the United States, including wetlands, under Section 404 of the Clean Water Act (CWA) (33 USC 1344). Waters of the United States are defined in Title 33 CFR Part 328.3(a) and include a range of wet environments such as lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds. Section 404 of the CWA requires a federal license or permit before dredged or fill material may be discharged into waters of the United States, unless the activity is exempt from Section 404 regulation (e.g., certain farming and forestry activities). Section 401 of the CWA (33 U.S.C. 1341) requires any applicant for a federal license or permit to conduct any activity that may result in a discharge of a pollutant into waters of the United States to obtain a certification from the state in which

the discharge originates or would originate, or, if appropriate, from the interstate water pollution control agency having jurisdiction over the affected waters at the point where the discharge originates or would originate. The responsibility for the protection of water quality in California rests with the Regional Water Quality Control Board (RWQCB).

There will be no impacts to any wetland features resulting from this project.

Environmental Analysis: *No Impact.*

IV.d Substantial Interference with Movement of Species or Use of Nursery Sites

A significant impact would occur if the proposed Project interferes substantially with the movement of fish or wildlife species, established wildlife corridors, or use of native wildlife nursery sites.

No migratory corridors have been identified in the City nor is there a wildlife nursery site in the City.

Required Mitigation: *None*

Environmental Analysis: *No Impact.*

IV.e Conflict with Local Policies or Ordinances

The proposed General Plan Amendment and Zoning change will not conflict with local policies or ordinances.

Environmental Analysis: *No Impact.*

IV.f Conflict with Conservation Plans

A significant impact would occur if the proposed Project conflicts with the provisions of an adopted Habitat Conservation Plan.

The City of Susanville is not within any adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan.

Environmental Analysis: *No Impact.*

V. Cultural Resources

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?			√	
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?			√	

c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				√
d) Disturb any human remains, including those interred outside of formal cemeteries?			√	

V.a-b Substantial Adverse Change in Historical and Archeological Resources

A significant impact would be one that would cause a substantial adverse change in the significance of historical or archeological resources.

For the purposes of CEQA, an historical resource is a resource listed in, or determined eligible for listing in the California Register of Historical Resources. When a project will impact a site, it needs to be determined whether the site is an historical resource, which is defined as any site which:

- (A.) Is historically or archeologically significant, or is significant in the architectural, engineering, scientific, economic, agricultural, educational, social, political or cultural annals of California; and
- (B) Meets any of the following criteria:
 1. Is associated with events that have made a significant contribution to the broad patterns of California's history and cultural heritage;
 2. Is associated with the lives of persons important in our past;
 3. Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values; or
 4. Has yielded, or may be likely to yield, information important in prehistory or history.

The proposed General Plan Amendment and Zoning change will have a less than significant impact on historical and archaeological resources.

Environmental Analysis: *Less than Significant Impact.*

V.c Destroy a Unique Paleontological Resource or Unique Geological Feature

A significant impact would be one that would destroy a unique paleontological resource or site or unique geological feature.

There are no known unique geologic features or known paleontological resources within the City. Therefore, the project will have no impact on historical and paleontological or geologic resources.

Environmental Analysis: *No Impact.*

V.d Disturb Human Remains

A significant impact would be one that would disturb human remains.

While the potential exists that there may be unknown human burials within the City of Susanville the proposed General Plan Amendment and Zoning change will not be disturbing any ground. Therefore, the project will have a less than significant impact any human remains.

Environmental Analysis: *Less than Significant Impact.*

VI. Geology and Solis

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.				√
ii) Strong seismic ground shaking?				√
iii) Seismic-related ground failure, including liquefaction?				√
iv) Landslides?				√
b) Result in substantial soil erosion or the loss of topsoil?				√
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?				√
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?				√
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?				√

Environmental Setting

The California Division of Mines and Geology indicates Susanville is located within the Honey Lake Fault Zone, with four quaternary (potentially active) faults and three pre-quaternary (inactive) faults located in or near the city. As discussed in the City of Susanville General Plan, there are no faults classified as “active” or “historic” within the City’s Sphere of Influence. The four quaternary faults within the City include the

“Hospital Fault”, west of the Project, “Inspiration Fault”, and “Grand Fault” and “College Fault” which runs parallel to and just southeast of State route 139.

VI.a-i Exposure to Loss, Injury, Death from Rupture of Known Earthquake Fault

A significant impact would occur if the Project results in exposure of people or structures to loss, injury or death from rupture of a known earthquake fault.

No substantial faults are known to be located within the Susanville area according to the Alquist-Priolo Earthquake Fault Zoning Maps and the State of California DOC. The City is not located within a mapped Alquist-Priolo Earthquake Fault Zone. The California Division of Mines and Geology indicates Susanville is located within the Honey Lake Fault Zone, with four quaternary (potentially active) faults and three prequaternary (inactive) faults located in or near the city. As discussed in the City of Susanville General Plan, there are no faults classified as “active” or “historic” within the City’s Sphere of Influence. The four quaternary faults within the City include the “Hospital Fault”, “Inspiration Fault,” “Grand Fault” and “College Fault. Due to the potential for seismic activity, the General Plan requires buildings to be constructed consistent with the standards established in the International Building Code (IBC).

The proposed General Plan Amendment and Zoning change will not change anything relative. All structures built within the City are required to meet California Building Code requirements which account for seismic activities, particularly ground motion and shaking. Therefore, the project will not have an impact that will change or increase loss, death or exposure from an earthquake or fault rupture or ground shaking.

Environmental Analysis: *No Impact.*

VI.a-ii Exposure to Loss, Injury, Death from Strong Seismic Ground Shaking

A significant impact would occur if the proposed Project results in exposure of people or structures to loss, injury or death from strong seismic ground shaking.

Impacts regarding strong seismic ground shaking have been discussed above in impact VI.a-i.

Environmental Analysis: *No Impact.*

VI.a-iii Exposure to Loss, Injury, Death from Seismic-related Ground Failure

A significant impact would occur if the proposed Project results in exposure of people or structures to loss, injury or death from seismic-related ground failure.

The proposed General Plan Amendment and Zoning change will not have an impact that will change or increase loss, death or exposure from seismic related ground failure.

Environmental Analysis: *No Impact.*

VI.a-iv Exposure to Loss, Injury, Death from Landslides

A significant impact would occur if the proposed Project results in exposure of people or structures to loss, injury or death from landslides.

The proposed General Plan Amendment and Zoning change will not have an impact that will change or increase loss, death or exposure from landslides.

Environmental Analysis: *No Impact.*

VI.b Result in Substantial Erosion or Loss of Topsoil

A significant impact would occur if the proposed Project results in erosion of the loss of topsoil.

The proposed General Plan Amendment and Zoning change will not have a significant impact on soil erosion or loss of topsoil.

Environmental Analysis: *Less than Significant Impact.*

VI.c Location on an Unstable Geological Unit or Soil

A significant impact would occur if the proposed Project results in landslides, lateral spreading, subsidence, liquefaction, or collapse due to a location on an unstable geologic unit or soils.

The proposed General Plan Amendment and Zoning change will not have an impact that will place any development on unstable soil or geologic unit.

Environmental Analysis: *No Impact.*

VI.d Location on Expansive Soils

A significant impact would occur if the proposed Project results in substantial risk to life or property due to location on expansive soil.

The proposed General Plan Amendment and Zoning change will not have an impact that will place any new development on expansive soils.

Environmental Analysis: *Less than Significant Impact.*

VI.e Inadequate Soils for Wastewater Disposal Systems

A significant impact would occur if the proposed Project results in placement of septic tanks or alternative wastewater disposal systems where sewers are not available on appropriate soils.

All development in the city is required to be connected to a municipal sewer system. The proposed General Plan Amendment and Zoning change will not have an impact from inadequate soils for waste water disposal.

Environmental Analysis: *No Impact.*

VII. Greenhouse Gas Emissions

	Potentially Significant Impact	Less than Significant with	Less than Significant Impact	No Impact
Would the project:				

		Mitigation Incorporated		
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?			√	
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?			√	

Environmental Setting

The Project lies within the Northeast Plateau Air Basin, for which the State of California has delegated air quality management responsibility to the Lassen County Air Pollution Control District (LCAPCD). Currently there are no formally adopted quantitative thresholds of significance for project-related GHGs. The Bay Area Air Quality Management District (BAAQMD) suggests in its CEQA guidance the following significance thresholds: no threshold for GHG emitted during project construction, and 1,100 metric tons of CO₂e per year for project operation.

VII.a Generate Greenhouse Gas Emissions, Either Directly or Indirectly, that may have a Significant Impact on the Environment

Greenhouse gases (GHGs) that have the ability to absorb energy radiating away from the earth include water vapor, carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride. These GHGs affect the thermal balance of the atmosphere between incoming solar radiation and outgoing thermal radiation, and, hence, the temperature of the atmosphere. Natural processes and human activities emit GHGs. Except for water vapor, the listed GHGs are subject to regulation by the State of California and the federal government.

The proposed General Plan Amendment and Zoning change will have a less than significant impact on the generation of greenhouse gasses.

Environmental Analysis: *Less than Significant Impact.*

VII.b Conflict with any Applicable Plan, Policy, or Regulation of an Agency Adopted for the Purpose of Reducing the Emissions of Greenhouse Gases

The proposed General Plan Amendment and Zoning change are minimal. The review for developing the properties remain the same as will the site coverage limitations. Therefore, the Project will not conflict with any applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases, and its impacts will be less than significant.

Environmental Analysis: *Less than Significant Impact.*

VIII. Hazards and Hazardous Materials

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?			√	
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?				√
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?				√
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				√
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				√
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				√
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				√
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?				√

VIII.a-b Hazard to the Public or the Environment through Transport, Use, or Disposal of Hazardous Materials, Foreseeable Upset and Accident of Release of Hazardous Materials

A significant impact would occur if the proposed Project produces a substantial risk to the public from routine transportation, use, or disposal of hazardous material. A significant impact would occur if the

proposed Project releases hazardous materials into the environment, creating significant hazards to the public or the environment.

The proposed General Plan Amendment and Zoning change will have less than significant impact resulting from the transport, use or disposal of hazardous wastes.

Environmental Analysis: *Less than Significant Impact.*

VII.c Hazardous Materials Near School

A significant impact would occur if the proposed Project emits or handles hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school.

The project is not within one-quarter mile of any existing or proposed school. proposed General Plan Amendment and Zoning change the development pattern in the City.

Environmental Analysis: *No Impact.*

VIII.d Location on Hazardous Material Site

A significant impact would occur if the proposed Project is located on a list of hazardous materials sites.

There are two sites listed on the California Department of Toxic Substances Control Envirostor database in Lassen County. The sites are both located on Sierra Army Depot property in Herlong. There are no listed sites in Susanville.

Environmental Analysis: *No Impact.*

VIII.e-f Location near Airport Land Use Plan or Private Airstrip

A significant impact would occur if the proposed Project results in a location near a public airport or private airstrip.

The nearest airport, Susanville Municipal Airport, is over four miles southeast of the City of Susanville. The Project will not result in an airport safety hazard for people working in the City.

Environmental Analysis: *No Impact.*

VIII.g Impaired Implementation of Emergency Plan

A significant impact would occur if the proposed Project impairs implementation of or physically interferes with an adopted emergency response plan or emergency evacuation plan.

The Project will not interfere with implementation of an emergency response plan or evacuation.

Environmental Analysis: *No Impact.*

VIII.h Exposure to Loss, Injury or Death Due to Wildland Fires

A significant impact would occur if the proposed Project exposes people or structures to a significant risk of loss, injury or death involving wildland fires.

Environmental Analysis: *No Impact.*

IX. Hydrology and Water Quality

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Violate any water quality standards or waste discharge requirements?			√	
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?				√
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?				√
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?				√
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?				√
f) Otherwise substantially degrade water quality?				√
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				√
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?				√
i) Expose people or structures to a significant risk of loss, injury or death				√

involving flooding, including flooding as a result of the failure of a levee or dam?				
j) Inundation by seiche, tsunami, or mudflow?				√

IX.a Violate Water Quality Standards or Waste Discharge Requirements

A significant impact would occur if the proposed Project violates water quality standards or water discharge requirements.

The proposed General Plan Amendment and Zoning change will have no effect as no changes will occur to water quality standard or waste discharge requirements and storm water pollution prevention plans will still be required for projects disturbing more than 1 acre.

Environmental Analysis: *Less Than Significant Impact.*

IX.b Deplete Groundwater Supplies or Interfere with Groundwater Recharge

A significant impact would occur if the proposed Project depletes groundwater supplies or interferes substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level.

No changes will occur to groundwater supply or quality.

Environmental Analysis: *No Impact.*

IX.c Alter the Existing Drainage Pattern to Result in Substantial Erosion or Siltation

A significant impact would occur if the proposed Project alters the existing drainage pattern of the site or area, which would result in substantial erosion or siltation on- or off-site.

The proposed General Plan Amendment and Zoning change will not change drainage patterns or increase erosion.

Environmental Analysis: *No Impact.*

IX.d Alter the Existing Drainage Pattern to Increase the Rate or Amount of Surface Runoff

A significant impact would occur if the proposed Project alters the existing drainage pattern of the site or area or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site.

The proposed General Plan Amendment and Zoning change will not change drainage patterns or increase surface runoff.

Environmental Analysis: *No Impact.*

IX.e Create or Contribute Runoff Water Exceeding Capacity of Stormwater Drainage

A significant impact would occur if the proposed Project creates or contributes runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff.

The proposed General Plan Amendment and Zoning change will not change drainage patterns or increase runoff to existing storm drainage facilities.

Environmental Analysis: *No Impact.*

IX.f Substantially Degrade Water Quality

A significant impact would occur if the proposed Project substantially degrades water quality.

The proposed General Plan Amendment and Zoning change will not degrade water quality.

Environmental Analysis: *No Impact.*

IX.g Place Housing within a 100-year Flood Hazard Area

A significant impact would occur if the proposed Project places housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map.

The project is not located within a 100-year Flood Hazard Area.

Environmental Analysis: *No Impact.*

IX.h Place Structures within 100-year Flood Hazard Area that would Impede or Redirect Flood Flows

The project is not located within a 100-year Flood Hazard Area.

Environmental Analysis: *No Impact.*

IX.i Expose People or Structures to a Risk of Loss, Injury, or Death

A significant impact would occur if the proposed Project exposes people or structures to risk of loss, injury or death involving flooding.

The project is not located within a 100-year Flood Hazard Area and will not expose people or structures to flooding risk.

Environmental Analysis: *No Impact.*

IX.j Hazards Due to Seiche, Tsunami, or Mudflow

A significant impact would occur if the proposed Project causes hazards of inundation by seiche, tsunami, or mudflow.

There are no lakes or major water bodies near within the City. The Susan River runs through the City but is not the type of water body that would carry a seiche, tsunami or mudflow.

Environmental Analysis: *No Impact.*

X. Land Use and Planning

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Physically divide an established community?				√
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the General Plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?				√
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?				√

X.a Physically Divide an Established Community

A significant impact would occur if the proposed Project physically divided an established community.

The project will not physically divide an established community.

Environmental Analysis: *No Impact.*

X.b Conflict with Applicable Land Use Plan, Policy, or Regulation

A significant impact would occur if the project if the proposed Project conflicted with the City of Susanville General Plan or City of Susanville Zoning Code.

The project will not conflict with applicable land use plan, policy or regulation.

Environmental Analysis: *No Impact.*

X.c Conflict with Applicable Habitat Conservation Plan or Natural Community Conservation Plan

A significant impact would occur if the proposed Project conflicts with a conservation plan.

The Project is not located within or will not conflict with any adopted conservation plans or natural community conservation plans.

Environmental Analysis: *No Impact.*

XI. Mineral Resources

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				√
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local General Plan, specific plan or other land use plan?				√

XI.a-b Loss of Known Mineral Resource or Locally-Important Mineral Resource Recovery Site

The state legislature adopted the Surface Mining and Reclamation Act (SMARA) in 1975, which designated Mineral Resource Zones (MRZ) for areas possessing minerals, which are of statewide or regional significance. A significant impact would occur if the proposed Project results in the loss of availability of a mineral resource of value to the region and state, or result in a loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan.

There is no regional or locally important mineral resource within the City limits of Susanville.

Environmental Analysis: *No Impact.*

XII. Noise

Would the Project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Exposure of persons to or generation of noise levels in excess of standards established in the local General Plan or noise ordinance, or applicable standards of other agencies?			√	
b) Exposure of persons to or generation of excessive			√	

groundborne vibration or groundborne noise levels?				
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?			√	
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?			√	
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				√
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				√

XII.a Exposure to Noise Levels in Excess of Standards Established in the Local General Plan or Noise Ordinance

A significant impact would occur if the proposed Project exposes people to or generates noise excessive than standards established in the local general plan or noise ordinance, or applicable standards of other agencies.

The proposed General Plan Amendment and Zoning code change will not alter the noise environment to a significant level.

Environmental Analysis: *Less than Significant Impact.*

XII.b Exposure to or Generation of Excessive Groundborne Vibration or Noise Levels

A significant impact would occur if the proposed Project exposes people to or generates excessive groundborne vibration or noise levels.

The proposed General Plan Amendment and Zoning change will not have the potential to create significant physical changes to the environment, either directly or indirectly.

Environmental Analysis: *No Impact.*

XII.c Permanent Increase in Ambient Noise Levels

A significant impact would occur if the proposed Project causes a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the proposed Project.

The proposed General Plan Amendment and Zoning change will not have the potential to create significant physical changes to the environment, either directly or indirectly.

Environmental Analysis: *Less than Significant Impact.*

XII.d Temporary or Periodic Increase in Ambient Noise Levels

A significant impact would occur if the proposed Project causes a substantial or temporary periodic increase in ambient noise levels in the project vicinity above levels existing without the proposed Project.

The proposed General Plan Amendment and Zoning change will not have the potential to create significant physical changes to the environment, either directly or indirectly. All construction activities result in some increase in temporary noise levels however, those levels are rarely significant or lasting more than a few weeks

Environmental Analysis: *Less than Significant Impact.*

XII.e Exposure to Excessive Noise Levels from an Airport

A significant impact would occur if the proposed Project exposes people to excessive noise levels due to airports.

The nearest airport, the Susanville Municipal Airport, is located over four miles to the southeast of the City; therefore the impact associated with airport noise is not significant.

Environmental Analysis: *No Impact.*

XII.f Exposure to Excessive Noise Levels from a Private Airstrip

A significant impact would occur if the proposed Project exposes people to excessive noise levels due to a private airstrip.

There are no private airstrips in the City.

Environmental Analysis: *No Impact.*

XIII. Population and Housing

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for				√

example, through extension of roads or other infrastructure)?				
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?				√
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?				√

Environmental Setting

According the U.S. Census Bureau, the population of Susanville was 17,947 residents in 2010 and 4,256 housing units (U.S. Census Bureau 2010). The 2010 population figure includes 8,319 people incarcerated in State prison facilities located with the incorporated City limits who are not part of the general population, which brings the population down to 9,628.

XIII.a Induce Substantial Population Growth

A significant impact would result if the proposed Project induces substantial population growth in an area, either directly or indirectly.

The proposed General Plan Amendment and Zoning will not induce substantial population growth.

Environmental Analysis: *No Impact.*

XIII.b Displace Substantial Numbers of Existing Housing

A significant impact would result if the proposed Project displaces substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere.

The project will not displace existing housing.

Environmental Analysis: *No Impact.*

XIII.c Displace Substantial Numbers of Existing People

A significant impact would result if the proposed Project displaces substantial numbers of existing people, necessitating the construction of replacement housing elsewhere.

No people will be displaced as a result of the General Plan Amendment or Zoning change.

Environmental Analysis: *No Impact.*

XIV. Public Services

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?			√	
Police protection?			√	
Schools?			√	
Parks?			√	
Other public facilities?			√	

Environmental Setting

The City of Susanville is served by the Susanville Police Department, Susanville Fire Department, Lassen Municipal Utility District, and Susanville School District, Richmond Elementary School District, Johnstonville Elementary District, and Lassen Union High District.

The Lassen Municipal Utility District (LMUD) is located in Susanville and serves approximately 10,500 customers, with 425 miles of distribution lines and 80 miles of 60kV transmission lines. LMUD operates nine substations in the area. Currently transmission lines are located along Sierra Road on the Project site and along the Alexander Avenue easement area onsite.

There are three community parks in Susanville, including Memorial Park, Riverside Park, and Skyline Park. Memorial and Riverside parks provide developed recreation resources such as baseball diamonds, playgrounds, picnic facilities, and other park amenities. Skyline Park offers passive recreation resources through walking trails and natural surroundings.

The four school districts in Susanville provide a variety of learning opportunities for children in kindergarten through 12th grade. The Susanville School District includes Diamond View Middle School (grades 6 through 8), Meadow View Elementary (grades 3 through 5), and McKinley School (grades Kindergarten through 2). The Richmond Elementary School District includes one school, Richmond Elementary, serving grades kindergarten through 8th grade. Johnstonville Elementary School District also includes one school, Johnstonville Elementary, serving grades kindergarten through 8th grade. Lassen Union High District operates Lassen High, Diamond Mountain Charter High School, and Credence Alternative Education High School.

XIV.a Substantial Adverse Physical Impacts Due to Maintaining Acceptable Service Levels

A significant impact would occur if the proposed Project requires construction of new public service facilities or expansion of such service facilities to maintain acceptable service ratios, response times, or other performance objectives for fire protection, police protection, schools, parks, and other public services. The Project will not rely on the addition or alteration of any public services.

The proposed General Plan Amendment and Zoning change will not spread out development within the city to any degree which might otherwise affect emergency response times. Adequate capacity exists in all public services to accommodate the project.

Environmental Analysis: *Less than Significant Impact.*

XV. Recreation

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				√
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				√

Environmental Setting

The City of Susanville currently has three community park facilities, which are Memorial Park, Riverside Park, and Skyline Park. Memorial Park is located on North Street and includes a community center, baseball diamonds, playground, picnic facilities, skatepark, tennis courts, and other park facilities. Riverside Park is located on Riverside Drive and provides baseball diamonds, playground, picnic facilities, and other park amenities. Skyline park is a passive recreation area with walking trails overlooking the City.

Area schools provide additional recreational resources, such as playgrounds and sports fields that may be used during non-school hours.

XV.a Increase Use of Existing Recreational Facilities

A significant impact would occur if the proposed Project substantially increases the use of existing recreational facilities such that substantial physical deterioration would occur or be accelerated.

The proposed General Plan Amendment and Zoning change will not increase the demand for recreational facilities nor will it place a strain on the existing recreational facilities to any significant degree.

Environmental Analysis: *No Impact*

XV.b Include or Require Construction or Expansion of Recreational Facilities

A significant impact would occur if the proposed Project includes recreational facilities or requires construction of such facilities that might have an adverse physical effect on the environment.

The proposed General Plan Amendment and Zoning change will not include or require construction or expansion of recreational facilities.

Environmental Analysis: *No Impact*

XVI. Transportation and Traffic

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?				√
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?				√
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				√
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				√
e) Result in inadequate emergency access?				√
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?				√

XVI.a Conflict with an Applicable Plan, Ordinance or Policy Establishing Measures of Effectiveness for the Performance of the Circulation System

A significant impact would occur if the proposed Project conflicts with an applicable plan, ordinance, or policy establishing measures of effectiveness for the performance of the circulation system.

The proposed General Plan Amendment and Zoning change will not conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system.

Environmental Analysis: *Less than Significant Impact.*

XVI.b Conflict with an Existing Congestion Management Plan

A significant impact would occur if the proposed Project conflicts with an applicable congestion management program.

The City does not have a congestion management program.

Environmental Analysis: *No Impact.*

XVI.c Result in Change in Air Traffic Patterns

A significant impact would occur if the proposed Project results in a change in air traffic patterns.

The proposed General Plan Amendment Zoning change would not affect airport operations or traffic patterns.

Environmental Analysis: *No Impact.*

XVI.d Increase Hazards due to Design Feature

A significant impact would occur if the proposed Project substantially increases hazards due to a design feature or incompatible uses.

The proposed General Plan Amendment and Zoning change will not increase hazards due to design feature.

Environmental Analysis: *No Impact.*

XVI.e Result in Inadequate Emergency Access

A significant impact would occur if the proposed Project results in inadequate emergency access.

The proposed General Plan Amendment and Zoning change will not result in inadequate emergency access.

Environmental Analysis: *No Impact.*

XVI.f Conflict with Adopted Policies, Plans, or Programs Regarding Public Transit

A significant impact would occur if the proposed Project conflicts with adopted policies, plans, or programs regarding public transit.

The proposed General Plan Amendment and Zoning change will not conflict with adopted policies, plans or programs regarding public transit.

Environmental Analysis: *No Impact.*

XVII. Utilities and Service Systems

Would the project:	Potentially Significant Impact	Less than Significant with Mitigation Incorporated	Less than Significant Impact	No Impact
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?			√	
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			√	
c) Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			√	
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?			√	
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?			√	
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?			√	
g) Comply with federal, state, and local statutes and regulations related to solid waste?			√	

Environmental Setting

Water service in Susanville is provided by the City of Susanville, while wastewater service is provided by the Susanville Consolidated Sanitary District. Water sources include local springs (Cady Springs and

Bagwell Springs) and three wells, totaling 1199.3 million gallons in annual use (Susanville Water Management Plan, 2010). Most of the water is provided through the springs (75%) according to the 2010 Water Management Plan. The Susanville Consolidated Sanitary District provides wastewater service within the City of Susanville and operates underground pipes within the vicinity of the Project site; however, no sewer connections are currently located within the Project site.

XVII.a Exceed Wastewater Treatment Requirements

A significant impact would occur if the proposed Project caused water treatment requirements to be exceeded.

The proposed General Plan Amendment and Zoning change will have little impact. SSD has the capacity to accommodate the incremental development that the proposed changes would allow.

Environmental Analysis: *Less than Significant Impact*

XVII.b Require the Construction of New Water or Wastewater Treatment Facilities or Expansion of Existing Facilities

A significant impact would occur if the proposed Project caused the construction of water or wastewater systems that could cause a significant effect on the environment.

The proposed General Plan Amendment and Zoning change does not affect the City's projected growth. The project is capable of being served by both the existing waste water and domestic water systems without expansion.

Environmental Analysis: *Less than Significant Impact.*

XVII.c Construction or Expansion of Stormwater Drainage Facilities

A significant impact would occur if the proposed Project requires the construction or expansion of stormwater drainage systems that could cause a significant effect on the environment.

The proposed General Plan Amendment and Zoning change will have minimal effect. Individual projects as they are developed would have to meet local storm water quality and peak runoff detention requirements.

Environmental Analysis: *Less than Significant Impact.*

XVII.d Sufficient Water Supplies Available

A significant impact would occur if the proposed Project impacts the water supply entitlements serving the project.

The proposed General Plan Amendment and Zoning change will not affect available water supplies.

Environmental Analysis: *Less Than Significant Impact.*

XVII.f Sufficient Landfill Capacity and Regulatory Compliance

A significant impact would occur if the proposed Project affects the ability of a landfill to accommodate project needs.

The proposed General Plan Amendment and Zoning change will not affect landfill capacity and regulatory compliance.

Environmental Analysis: *Less than Significant Impact.*

XVII.g Federal, State, and Local Statutes and Regulations Related to Solid Waste

A significant impact would occur if the proposed Project does not comply with federal, state, and local statutes and regulations relating to solid waste.

The Project will comply with federal, state, and local regulations as service would fall under City contract, which requires regulation compliance.

Environmental Analysis: *Less than Significant Impact.*

XVIII. Mandatory Findings of Significance

Would the project:	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?			√	
b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?			√	
c) Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?			√	

XVIII.a Potential to Degrade the Quality of the Environment

The proposed General Plan Amendment and Zoning change will not degrade the quality of the environment.

Environmental Analysis: *Less than Significant Impact.*

XVIII.b Cumulative Impacts

The proposed General Plan Amendment and Zoning change will not increase cumulative impact and may decrease potential impact.

Environmental Analysis: *Less than Significant Impact.*

XVIII.c Adverse Effects on Human Beings

The Project will not result in substantial adverse effects on human beings, either directly or indirectly as none of the impacts affecting people have been identified as having a potentially significant impact.

Environmental Analysis: *Less than Significant Impact.*

Reviewed by:  City Administrator

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

Submitted by: Deborah Savage, Finance Manager

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated November 9, 2019 through November 22, 2019 numbered 205464 through 205583.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 131,605.22 plus \$ 295,477.03 in payroll warrants, for a total of \$ 427,082.25.

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
11/19	11/14/2019	205465	4	ABB INC.	SOFTWARE SUPPORT-GAS	7104484646	1	7401-430-62-43	TECHNICAL SVCS	2,090.89	2,090.89
Total 7104484646:										2,090.89	2,090.89
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	637085684	1	7620-430-10-44	LINEN SERVICE	37.82	37.82
Total 637085684:										37.82	37.82
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	637085685	1	2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 637085685:										55.67	55.67
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	637085686	1	7401-430-62-44	LINEN SERVICES	49.54	49.54
Total 637085686:										49.54	49.54
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-WATER	637085687	1	7110-430-42-44	LINEN SERVICE	52.14	52.14
Total 637085687:										52.14	52.14
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	637099081	1	7620-430-10-44	LINEN SERVICE	37.82	37.82
Total 637099081:										37.82	37.82
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	637099082	1	2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 637099082:										55.67	55.67
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	637099083	1	7401-430-62-44	LINEN SERVICES	49.54	49.54
Total 637099083:										49.54	49.54
11/19	11/14/2019	205466	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-WATER	637099084	1	7110-430-42-44	LINEN SERVICE	41.92	41.92

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 637099084:										41.92	41.92
11/19	11/14/2019	205467	76	BILLINGTON ACE HARD	SUPPLIES- GAS	452598	1	7401-430-62-46	SUPPLIES-GENERAL	32.80	32.80
Total 452598:										32.80	32.80
11/19	11/14/2019	205467	76	BILLINGTON ACE HARD	SUPPLIES-PD	453349	1	1009-421-10-44	FACILITY-REPAIR & MAINTENA	87.91	87.91
Total 453349:										87.91	87.91
11/19	11/14/2019	205467	76	BILLINGTON ACE HARD	SUPPLIES- WATER	453359	1	7110-430-42-46	SUPPLIES-GENERAL	.91	.91
Total 453359:										.91	.91
11/19	11/14/2019	205467	76	BILLINGTON ACE HARD	SUPPLIES- WATER	453568	1	7110-430-44-44	CONSTRUCTION SERVICES	112.28	112.28
Total 453568:										112.28	112.28
11/19	11/14/2019	205467	76	BILLINGTON ACE HARD	SUPPLIES-WATER	453607	1	7110-430-44-44	CONSTRUCTION SERVICES	20.62	20.62
Total 453607:										20.62	20.62
11/19	11/14/2019	205468	9835		REFUND WATER DEPOSIT	10412300015	1	7110-2228-000	DEPOSITS-CUSTOMER	13.64	13.64
Total 10412300015:										13.64	13.64
11/19	11/14/2019	205469	9711		RENT 11/19-12/19	111219	1	1009-421-10-45	TRAINING	1,000.00	1,000.00
Total 111219:										1,000.00	1,000.00
11/19	11/14/2019	205470	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	470895CIRDR 110119	1	7530-451-52-44	DISPOSAL	221.35	221.35
Total 470895CIRDR 110119:										221.35	221.35
11/19	11/14/2019	205470	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SFD 110119	1	1010-422-10-44	DISPOSAL	233.74	233.74
Total SFD 110119:										233.74	233.74

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
11/19	11/14/2019	205470	1307	C&S WASTE SOLUTIONS	110 NORTH ST	SVL110NORTHST 110119	1	1000-452-20-44	DISPOSAL	264.90	264.90
Total SVL110NORTHST 110119:										264.90	264.90
11/19	11/14/2019	205470	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 110119	1	1000-417-10-44	DISPOSAL	184.49	184.49
Total SVL2 110119:										184.49	184.49
11/19	11/14/2019	205470	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 110119	1	1000-452-20-44	DISPOSAL	217.96	217.96
Total SVL5 110119:										217.96	217.96
11/19	11/14/2019	205471	148	COMPUTER LOGISTICS	EQUIPMENT	80897	1	1000-417-10-47	MACHINERY & EQUIPMENT	1,808.44	1,808.44
Total 80897:										1,808.44	1,808.44
11/19	11/14/2019	205472	9831	CONSTRUCTION EXAM C	TRAINING-BUILDING	1042	1	1000-424-20-45	TRAVEL	3,380.00	3,380.00
Total 1042:										3,380.00	3,380.00
11/19	11/14/2019	205473	156	CREATIVE FORMS & CO	1099,W2,1096,W3 2017	117379	1	1000-415-10-46	SUPPLIES-GENERAL	329.65	329.65
Total 117379:										329.65	329.65
11/19	11/14/2019	205474	161	CSK AUTO INC	SUPPLIES-WATER	2740210342	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	10.71	10.71
Total 2740210342:										10.71	10.71
11/19	11/14/2019	205475	1261	DIAMOND TRUCK AND A	REPAIRS & MAINT-FD	4973	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	152.08	152.08
Total 4973:										152.08	152.08
11/19	11/14/2019	205476	1260	DIRECTV INC	CABLE-GC	36811403183	1	7530-451-52-45	COMMUNICATIONS	192.96	192.96
Total 36811403183:										192.96	192.96
11/19	11/14/2019	205477	219	ED STAUB & SONS PETR	302.30 GAL PROPAN-GC	1206934	1	7530-451-52-46	PROPANE	440.94	440.94

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 1206934:										440.94	440.94
11/19	11/14/2019	205477	219	ED STAUB & SONS PETR	OIL-AIRPORT	1275757	1	7201-430-81-46	PROPANE	123.12	123.12
Total 1275757:										123.12	123.12
11/19	11/14/2019	205478	230	ENTENMANN - ROVIN CO	SUPPLIES-PD	0147464	1	1009-421-10-46	SUPPLIES-GENERAL	123.93	123.93
Total 0147464:										123.93	123.93
11/19	11/14/2019	205479	9827		REFUND GAS DEPOSIT	101135000107	1	7401-2228-000	DEPOSITS-CUSTOMER	610.02	610.02
Total 101135000107:										610.02	610.02
11/19	11/14/2019	205480	1497		TR EX IRVINE CA 11/17/19-11/22	103119	1	1009-421-10-45	TRAINING	363.00	363.00
Total 103119:										363.00	363.00
11/19	11/14/2019	205481	241	FEATHER PUBLISHING C	BUS. CARDS-PW	44839	1	7620-430-10-45	PRINTING AND BINDING	66.76	66.76
Total 44839:										66.76	66.76
11/19	11/14/2019	205481	241	FEATHER PUBLISHING C	MITIGATION FEES	7902	1	1000-417-10-45	ADVERTISING	80.00	80.00
Total 7902:										80.00	80.00
11/19	11/14/2019	205481	241	FEATHER PUBLISHING C	SIR GP AMENDMENT & RZ 19-0	7905	1	1000-419-10-45	ADVERTISING	70.20	70.20
Total 7905:										70.20	70.20
11/19	11/14/2019	205482	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	978816A	1	7110-430-42-43	TECHNICAL SVCS	95.00	95.00
Total 978816A:										95.00	95.00
11/19	11/14/2019	205482	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	979096A	1	7110-430-42-43	TECHNICAL SVCS	141.00	141.00
Total 979096A:										141.00	141.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/19	11/14/2019	205483	9264		TR EX SACRAMENTO CA 11/17/	103119	1	1009-421-10-45	TRAINING	297.00	297.00
Total 103119:										297.00	297.00
11/19	11/14/2019	205484	265	FRONTIER	257-1000 DSL SERVICE	1000 110519	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
11/19	11/14/2019	205484	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 110519	2	7401-430-62-45	COMMUNICATIONS	24.15	24.15
11/19	11/14/2019	205484	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 110519	3	7110-430-42-45	COMMUNICATIONS	24.15	24.15
11/19	11/14/2019	205484	265	FRONTIER	257-1000 ADMIN FAX	1000 110519	4	1000-413-20-45	COMMUNICATIONS	1.10	1.10
11/19	11/14/2019	205484	265	FRONTIER	257-1000 CITY CLERK FAX	1000 110519	5	1000-411-40-45	COMMUNICATIONS	1.10	1.10
11/19	11/14/2019	205484	265	FRONTIER	257-1000 ADMIN	1000 110519	6	1000-413-20-45	COMMUNICATIONS	4.48	4.48
11/19	11/14/2019	205484	265	FRONTIER	257-1000 CITY CLERK	1000 110519	7	1000-411-40-45	COMMUNICATIONS	3.35	3.35
11/19	11/14/2019	205484	265	FRONTIER	257-1000 FINANCE	1000 110519	8	1000-415-10-45	COMMUNICATIONS	3.35	3.35
11/19	11/14/2019	205484	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 110519	9	1000-419-10-45	COMMUNICATIONS	3.35	3.35
11/19	11/14/2019	205484	265	FRONTIER	257-1000 CITY HALL	1000 110519	10	1000-417-10-45	COMMUNICATIONS	262.64	262.64
Total 1000 110519:										472.67	472.67
11/19	11/14/2019	205484	265	FRONTIER	257-1033-PARKS	1033 110519	1	1000-452-20-45	COMMUNICATIONS	250.61	250.61
Total 1033 110519:										250.61	250.61
11/19	11/14/2019	205484	265	FRONTIER	257-1057-FAX PW	1057 102019	1	7620-430-10-45	COMMUNICATIONS	180.63	180.63
Total 1057 102019:										180.63	180.63
11/19	11/14/2019	205484	265	FRONTIER	257-2520 GOLF COURSE	2520 110119	1	7530-451-52-45	COMMUNICATIONS	502.14	502.14
Total 2520 110119:										502.14	502.14
11/19	11/14/2019	205484	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 110519	1	1000-417-10-45	COMMUNICATIONS	72.22	72.22
Total 2960 110519:										72.22	72.22
11/19	11/14/2019	205485	1289	FULL SPECTRUM INC	SCADA UPGRADES	20191104	1	7401-430-62-46	SUPPLIES-GENERAL	3,585.00	3,585.00
11/19	11/14/2019	205485	1289	FULL SPECTRUM INC	SCADA UPGRADE	20191104	2	7401-430-62-43	TECHNICAL SVCS	712.50	712.50
Total 20191104:										4,297.50	4,297.50
11/19	11/14/2019	205486	756	W.W. GRAINGER INC	SUPPLIES-GAS	9338700512	1	7401-430-62-46	SUPPLIES-GENERAL	193.63	193.63

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 9338700512:										193.63	193.63
11/19	11/14/2019	205487	9833		REFUND GAS DEPOSIT	10126250115	1	7401-2228-000	DEPOSITS-CUSTOMER	129.56	129.56
Total 10126250115:										129.56	129.56
11/19	11/14/2019	205488	1019	HONEY LAKE VALLEY RE	SUSAN RIVER 2019-2020-WATE	SUSANRIVER 19/20	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	636.00	636.00
Total SUSANRIVER 19/20:										636.00	636.00
11/19	11/14/2019	205489	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	103119	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 103119:										250.00	250.00
11/19	11/14/2019	205490	9836		REFUND GAS DEPOSIT	10524600125	1	7401-2228-000	DEPOSITS-CUSTOMER	178.12	178.12
Total 10524600125:										178.12	178.12
11/19	11/14/2019	205491	395	LASSEN CO FAIR	RENTAL JENSEN HALL	111419	1	1000-411-10-46	SUPPLIES-GENERAL	250.00	250.00
Total 111419:										250.00	250.00
11/19	11/14/2019	205492	411	LASSEN MOTOR PARTS	SUPPLIES- FD	338463	1	1010-422-10-46	SUPPLIES- GENERAL	75.20	75.20
Total 338463:										75.20	75.20
11/19	11/14/2019	205493	437	LMUD	SOUTH ST - PW OFFICE	14590 102519	1	7620-430-10-46	ELECTRICITY	415.03	415.03
Total 14590 102519:										415.03	415.03
11/19	11/14/2019	205493	437	LMUD	CADY SPRINGS	26784 102519	1	7110-430-42-46	ELECTRICITY	110.22	110.22
Total 26784 102519:										110.22	110.22
11/19	11/14/2019	205493	437	LMUD	RICHMOND RD BRIDGE	35094 102519	1	2007-431-60-46	ELECTRICITY	254.35	254.35
Total 35094 102519:										254.35	254.35

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/19	11/14/2019	205493	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 102519	1	2007-431-60-46	ELECTRICITY	131.23	131.23
Total 3651 102519:										131.23	131.23
11/19	11/14/2019	205493	437	LMUD	720 SOUTH EMULSION TANK-P	38646 102519	1	7620-430-10-46	ELECTRICITY	25.00	25.00
Total 38646 102519:										25.00	25.00
11/19	11/14/2019	205493	437	LMUD	LAUREL SR MID POINT OF LAU	416902 102519	1	2007-431-60-46	ELECTRICITY	30.03	30.03
Total 416902 102519:										30.03	30.03
11/19	11/14/2019	205493	437	LMUD	SOUTH ST	416924 102519	1	2007-431-60-46	ELECTRICITY	30.03	30.03
Total 416924 102519:										30.03	30.03
11/19	11/14/2019	205493	437	LMUD	RICHMOND RD & PEARL CR- S	416984 102519	1	2007-431-60-46	ELECTRICITY	30.03	30.03
Total 416984 102519:										30.03	30.03
11/19	11/14/2019	205493	437	LMUD	1801 MAIN ST STREET WEST SI	417512 102519	1	2007-431-60-46	ELECTRICITY	30.03	30.03
Total 417512 102519:										30.03	30.03
11/19	11/14/2019	205493	437	LMUD	ORCHARD STREET LIGHTS	418802 102519	1	2007-431-60-46	ELECTRICITY	18.32	18.32
Total 418802 102519:										18.32	18.32
11/19	11/14/2019	205493	437	LMUD	RIVERSIDE DR. & LAUREL STR	418824 102519	1	2007-431-60-46	ELECTRICITY	30.03	30.03
Total 418824 102519:										30.03	30.03
11/19	11/14/2019	205493	437	LMUD	RIVERSIDE DR. & LAUREL STR	418833 102519	1	2007-431-60-46	ELECTRICITY	30.03	30.03
Total 418833 102519:										30.03	30.03
11/19	11/14/2019	205493	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 102519	1	2007-431-60-46	ELECTRICITY	154.08	154.08

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 49496 102519:										154.08	154.08
11/19	11/14/2019	205493	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 102519	1	2007-431-60-46	ELECTRICITY	127.44	127.44
Total 49497 102519:										127.44	127.44
11/19	11/14/2019	205493	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 102519	1	2007-431-60-46	ELECTRICITY	147.55	147.55
Total 49498 102519:										147.55	147.55
11/19	11/14/2019	205493	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 102519	1	2007-431-60-46	ELECTRICITY	233.15	233.15
Total 49499 102519:										233.15	233.15
11/19	11/14/2019	205493	437	LMUD	SPRING RIDGE BOOSTER	55754 102519	1	7110-430-42-46	ELECTRICITY	291.48	291.48
Total 55754 102519:										291.48	291.48
11/19	11/14/2019	205493	437	LMUD	WELL #1-WATER	7714 102519	1	7110-430-42-46	ELECTRICITY	72.80	72.80
Total 7714 102519:										72.80	72.80
11/19	11/14/2019	205493	437	LMUD	GEO PUMP #2	9503 102519	1	7301-430-52-46	ELECTRICITY	41.68	41.68
Total 9503 102519:										41.68	41.68
11/19	11/14/2019	205493	437	LMUD	HOSPITAL LN-GEO	9963 102519	1	7301-430-52-46	ELECTRICITY	25.00	25.00
Total 9963 102519:										25.00	25.00
11/19	11/14/2019	205494	1508	MAIN STREET LUBE	MAINT-PD	11876	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	52.21	52.21
Total 11876:										52.21	52.21
11/19	11/14/2019	205495	480	MINERS & PISANI INC	SUPPLIES- GAS	IN-006320	1	7401-430-62-46	SUPPLIES-GENERAL	219.78	219.78
Total IN-006320:										219.78	219.78

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
11/19	11/14/2019	205495	480	MINERS & PISANI INC	SUPPLIES- GAS	IN-006330	1	7401-430-62-46	SUPPLIES-GENERAL	52.02	52.02
Total IN-006330:										52.02	52.02
11/19	11/14/2019	205496	481	MISSION LINEN & UNIFO	CUSTODIAL SUPPLIES	510715595	1	1000-417-10-46	SUPPLIES-JANITORIAL	181.68	181.68
Total 510715595:										181.68	181.68
11/19	11/14/2019	205497	9493	NATIONAL AUTO PARTS	SUPPLIE-GAS	5200108100	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	86.75	86.75
Total 5200108100:										86.75	86.75
11/19	11/14/2019	205498	9834		REFUND WATER DEPOSIT	10305300015	1	7110-2228-000	DEPOSITS-CUSTOMER	65.85	65.85
Total 10305300015:										65.85	65.85
11/19	11/14/2019	205499	546	PAYLESS BUILDING SUP	SUPPLIES-STREETS	2509427	1	2007-431-20-46	SUPPLIES-GENERAL	21.62	21.62
Total 2509427:										21.62	21.62
11/19	11/14/2019	205500	582	RAY MORGAN CO INC	BASE RATE CHARGE	2742857	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	525.76	525.76
Total 2742857:										525.76	525.76
11/19	11/14/2019	205501	9837		REFUND GAS DEPOSIT	10113200022	1	7401-2228-000	DEPOSITS-CUSTOMER	177.77	177.77
Total 10113200022:										177.77	177.77
11/19	11/14/2019	205502	1076	SIERRA COFFEE AND BE	BOTTLED WATER	70191	1	1000-417-10-46	SUPPLIES-GENERAL	28.70	28.70
Total 70191:										28.70	28.70
11/19	11/14/2019	205503	806	SUSANVILLE AVIATION	FUEL-FD	4060	1	1010-422-10-46	GASOLINE	71.79	71.79
Total 4060:										71.79	71.79
11/19	11/14/2019	205504	873	SUSANVILLE FORD INC	REPAIRS PARKS PICKUP	621810	1	1000-452-20-44	VEHICLE - REPAIR & MAINTENA	3,947.18	3,947.18

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 621810:										3,947.18	3,947.18
11/19	11/14/2019	205505	677	SUSANVILLE SANITARY	1505 MAIN	2064 110119	1	1010-422-10-44	SEWER	52.00	52.00
Total 2064 110119:										52.00	52.00
11/19	11/14/2019	205505	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 110119	1	7620-430-10-44	SEWER	52.00	52.00
Total 3203 110119:										52.00	52.00
11/19	11/14/2019	205506	9295	TAMCO CAPITAL CORP	COMMUNICATION-PD	5007823084	1	1009-421-10-45	COMMUNICATIONS	425.49	425.49
Total 5007823084:										425.49	425.49
11/19	11/14/2019	205506	9295	TAMCO CAPITAL CORP	COMMUNICATION-FD	5007896169	1	1010-422-10-45	COMMUNICATIONS	262.77	262.77
Total 5007896169:										262.77	262.77
11/19	11/14/2019	205507	712	TNS TRUCKING CO	SUPPLIES- SNOW	3916	1	2006-431-25-46	SUPPLIE - GENERAL	3,003.00	3,003.00
Total 3916:										3,003.00	3,003.00
11/19	11/14/2019	205508	770	WESTERN NEVADA SUP	SUPPLIES- GC	18066693	1	7530-451-55-46	SUPPLIES - GENERAL	520.11	520.11
Total 18066693:										520.11	520.11
11/19	11/14/2019	205508	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68037880	1	7110-430-42-46	SUPPLIES-GENERAL	798.10	798.10
Total 68037880:										798.10	798.10
11/19	11/14/2019	205508	770	WESTERN NEVADA SUP	SUPPLIES- WATER	68063129	1	7110-430-42-46	SUPPLIES-GENERAL	96.50	96.50
Total 68063129:										96.50	96.50
11/19	11/14/2019	205508	770	WESTERN NEVADA SUP	SUPPLIES- WATER	68068844	1	7110-430-42-46	SUPPLIES-GENERAL	1,143.40	1,143.40
Total 68068844:										1,143.40	1,143.40

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
11/19	11/14/2019	205508	770	WESTERN NEVADA SUP	SUPPLIES- WATER	68094553	1	7110-430-44-44	CONSTRUCTION SERVICES	60.18	60.18
Total 68094553:										60.18	60.18
11/19	11/14/2019	205508	770	WESTERN NEVADA SUP	CREDIT- WATER	CM68068844	1	7110-430-42-46	SUPPLIES-GENERAL	223.46-	223.46-
Total CM68068844:										223.46-	223.46-
11/19	11/14/2019	205509	1198	WESTWOOD SANITATIO	PORTABLE TOILET - FIRE	A-58903	1	1010-422-10-48	MISCELLANEOUS	386.11	386.11
Total A-58903:										386.11	386.11
11/19	11/14/2019	205509	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	A-58984	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-58984:										98.66	98.66
11/19	11/14/2019	205509	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A-58989	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-58989:										98.66	98.66
11/19	11/14/2019	205509	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COUR	A-58995	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-58995:										98.66	98.66
11/19	11/14/2019	205510	9830		REFUND WATER DEPOSIT	10526600118	1	7110-2228-000	DEPOSITS-CUSTOMER	2.97	2.97
11/19	11/14/2019	205510	9830		REFUND GAS DEPOSIT	10526600118	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10526600118:										202.97	202.97
Grand Totals:										35,368.47	35,368.47

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
11/19	11/18/2019	205511	728	U S POSTMASTER	UB BILLING GAS	111819	1	7401-430-62-46	POSTAGE	405.93	405.93
11/19	11/18/2019	205511	728	U S POSTMASTER	UB BILLING WATER	111819	2	7110-430-42-46	POSTAGE	787.97	787.97
Total 111819:										1,193.90	1,193.90
Grand Totals:										1,193.90	1,193.90

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
11/19	11/21/2019	205529	1244	TITLEIST	FINANCIAL FEES-GC	100073295	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	38.91	38.91
Total 100073295:										38.91	38.91
11/19	11/21/2019	205529	1244	TITLEIST	SUPPLIES-GC	907831753	1	7530-451-55-46	SUPPLIES - GENERAL	1,631.02	1,631.02
Total 907831753:										1,631.02	1,631.02
11/19	11/21/2019	205530	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9966213826	1	7401-430-62-46	SUPPLIES-GENERAL	144.63	144.63
11/19	11/21/2019	205530	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9966213826	2	2007-431-20-44	REPAIR AND MAINTENANCE-VE	93.80	93.80
11/19	11/21/2019	205530	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9966213826	3	7110-430-42-46	SUPPLIES-GENERAL	233.29	233.29
Total 9966213826:										471.72	471.72
11/19	11/21/2019	205531	9432	ALL SEASON HEATING	REIM BUILDING PERMIT	111519	1	1000-424-20-32	BUILDING PERMITS	324.50	324.50
Total 111519:										324.50	324.50
11/19	11/21/2019	205531	9432	ALL SEASON HEATING	FACILITY REPAIRS-PD	19-1438	1	1009-421-10-44	FACILITY-REPAIR & MAINTENA	1,449.45	1,449.45
Total 19-1438:										1,449.45	1,449.45
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-WATER	6367112895	1	7110-430-42-44	LINEN SERVICE	41.92	41.92
Total 6367112895:										41.92	41.92
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	637112892	1	7620-430-10-44	LINEN SERVICE	37.82	37.82
Total 637112892:										37.82	37.82
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	637112893	1	2007-431-20-44	LINEN SERVICE	59.00	59.00
Total 637112893:										59.00	59.00
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	637112894	1	7401-430-62-44	LINEN SERVICES	186.76	186.76

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 637112894:										186.76	186.76
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	637126409		1 7620-430-10-44	LINEN SERVICE	37.82	37.82
Total 637126409:										37.82	37.82
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	637126410		1 2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 637126410:										55.67	55.67
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	637126411		1 7401-430-62-44	LINEN SERVICES	52.17	52.17
Total 637126411:										52.17	52.17
11/19	11/21/2019	205532	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-WATER	637126412		1 7110-430-42-44	LINEN SERVICE	41.92	41.92
Total 637126412:										41.92	41.92
11/19	11/21/2019	205533	9844		REFUND GAS DEPOSIT	10314250104		1 7401-2228-000	DEPOSITS-CUSTOMER	122.82	122.82
Total 10314250104:										122.82	122.82
11/19	11/21/2019	205534	9847		REFUND GAS DEPOSIT	10105850013		1 7401-2228-000	DEPOSITS-CUSTOMER	51.61	51.61
Total 10105850013:										51.61	51.61
11/19	11/21/2019	205535	9845		REFUND GAS DEPOSIT	10436850015		1 7401-2228-000	DEPOSITS-CUSTOMER	51.17	51.17
Total 10436850015:										51.17	51.17
11/19	11/21/2019	205536	9841		REFUND GAS DEPOSIT	10109150109		1 7401-2228-000	DEPOSITS-CUSTOMER	149.48	149.48
Total 10109150109:										149.48	149.48
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-PD	453150		1 1009-421-10-44	FACILITY-REPAIR & MAINTENA	19.29	19.29
Total 453150:										19.29	19.29

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
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	453186	1	1000-452-20-46	SUPPLIES-GENERAL	9.79	9.79
Total 453186:										9.79	9.79
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	453187	1	1000-452-20-46	SUPPLIES-GENERAL	1.69	1.69
Total 453187:										1.69	1.69
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-WATER	453692	1	7110-430-42-46	SUPPLIES-GENERAL	21.22	21.22
Total 453692:										21.22	21.22
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	453793	1	1000-452-20-46	SUPPLIES-GENERAL	17.73	17.73
Total 453793:										17.73	17.73
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-GAS	453798	1	7401-430-62-46	SUPPLIES-GENERAL	6.51	6.51
Total 453798:										6.51	6.51
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES- GAS	454240	1	7401-430-62-46	SUPPLIES-GENERAL	16.40	16.40
Total 454240:										16.40	16.40
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-GAS	454337	1	7401-430-62-46	SUPPLIES-GENERAL	6.75	6.75
Total 454337:										6.75	6.75
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES- STREETS	454476	1	2007-431-20-46	SUPPLIES-GENERAL	9.64	9.64
Total 454476:										9.64	9.64
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-WATER	454477	1	7110-430-42-46	SUPPLIES-GENERAL	29.91	29.91
Total 454477:										29.91	29.91
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-WATER	454489	1	7110-430-42-46	SUPPLIES-GENERAL	11.57	11.57

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 454489:										11.57	11.57
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-WATER	454528		1 7110-430-42-46	SUPPLIES-GENERAL	8.68	8.68
Total 454528:										8.68	8.68
11/19	11/21/2019	205537	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	454530		1 2007-431-20-46	SUPPLIES-GENERAL	2.89	2.89
Total 454530:										2.89	2.89
11/19	11/21/2019	205538	9850		REFUND WATER DEPOSIT	10423350015		1 7110-2228-000	DEPOSITS-CUSTOMER	60.25	60.25
Total 10423350015:										60.25	60.25
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 110119		1 2007-431-20-44	DISPOSAL	42.70	42.70
Total PLC600MAINST 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 110119		1 2007-431-20-44	DISPOSAL	21.43	21.43
Total PLCBOFA 110119:										21.43	21.43
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLERDNT 110119		1 2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCBUEHLERDNT 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONDMTN 11011		1 2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCDIAMONDMTN 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 110119		1 2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCELKSLODGE 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 110119		1 2007-431-20-44	DISPOSAL	21.43	21.43
Total PLCFROSTMILL 110119:										21.43	21.43

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
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 11011	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCGROCERYOUT 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCHAIRHUNTER 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCHOTELLSN1 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBUILD 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCKNOCHBUILD 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCLITTLEITAL 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCLVCHARTR 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSNP 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCMTLASSNP 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERAPL 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCPANCERAPL 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPLA 110119	1	2007-431-20-44	DISPOSAL	85.40	85.40
Total PLCPANCERPLA 110119:										85.40	85.40
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70

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 PLCSIERRAJWLR 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCSIERRATHTR 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCSVILLEREAL 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCUPTOWNPARK 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCUSPOSTAL 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 110119	1	2007-431-20-44	DISPOSAL	46.09	46.09
Total PLCVETSMEMOR 110119:										46.09	46.09
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 110119	1	2007-431-20-44	DISPOSAL	42.70	42.70
Total PLCWALMARTBUS 110119:										42.70	42.70
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 110119	1	7620-430-10-44	DISPOSAL	187.88	187.88
Total SVL15 110119:										187.88	187.88
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	1801 MAIN ST	SVL7 110119	1	1009-421-10-44	DISPOSAL	108.99	108.99
Total SVL7 110119:										108.99	108.99
11/19	11/21/2019	205539	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 110119	1	7620-430-10-44	DISPOSAL	194.65	194.65
Total SVL8 110119:										194.65	194.65

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
11/19	11/21/2019	205540	148	COMPUTER LOGISTICS	TECHNICAL SERVICES-PW	80833	1	7620-430-10-43	TECHNICAL SVCS	1,228.07	1,228.07
11/19	11/21/2019	205540	148	COMPUTER LOGISTICS	TECHNICAL SERVICES-FD	80833	2	1010-422-10-43	TECHNICAL SVCS	175.44	175.44
11/19	11/21/2019	205540	148	COMPUTER LOGISTICS	TECHNICAL SERVICES-PD	80833	3	1009-421-10-43	TECHNICAL SERVICES	1,929.82	1,929.82
11/19	11/21/2019	205540	148	COMPUTER LOGISTICS	TECHNICAL SERVICES	80833	4	1000-417-10-43	TECHNICAL SVCS	1,666.67	1,666.67
Total 80833:										5,000.00	5,000.00
11/19	11/21/2019	205541	9762	COP SHOP INSTALLATIO	POLICE VEHICLE EQUIPMENT	9599	1	1006-421-10-47	VEHICLES	5,552.54	5,552.54
Total 9599:										5,552.54	5,552.54
11/19	11/21/2019	205541	9762	COP SHOP INSTALLATIO	REPAIRS-PD	9599.	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	468.01	468.01
Total 9599.:										468.01	468.01
11/19	11/21/2019	205542	161	CSK AUTO INC	CREDIT- WATER	2740208219	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	383.93-	383.93-
Total 2740208219:										383.93-	383.93-
11/19	11/21/2019	205542	161	CSK AUTO INC	SUPPLIES-STREETS	2740208970	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	4.26	4.26
11/19	11/21/2019	205542	161	CSK AUTO INC	SUPPLIES-WATER	2740208970	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	4.26	4.26
11/19	11/21/2019	205542	161	CSK AUTO INC	SUPPLIES-GAS	2740208970	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	4.26	4.26
Total 2740208970:										12.78	12.78
11/19	11/21/2019	205542	161	CSK AUTO INC	CREDIT-STREETS	2740209586	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	7.50-	7.50-
Total 2740209586:										7.50-	7.50-
11/19	11/21/2019	205542	161	CSK AUTO INC	SUPPLIES-STREETS	2740210159	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	268.05	268.05
Total 2740210159:										268.05	268.05
11/19	11/21/2019	205542	161	CSK AUTO INC	SUPPLIES-STREETS	2740210189	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	298.50	298.50
Total 2740210189:										298.50	298.50
11/19	11/21/2019	205543	194	DIAMOND SAW SHOP IN	SUPPLIES- STREETS	17480	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	13.00	13.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 17480:										13.00	13.00
11/19	11/21/2019	205544	1565	DIRTY JOE'S CAR WASH	CAR WASH-PD	110119.	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	10.00	10.00
Total 110119.:										10.00	10.00
11/19	11/21/2019	205545	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-JO	979101A	1	7112-430-42-43	TECHNICAL SERVICES	28.00	28.00
Total 979101A:										28.00	28.00
11/19	11/21/2019	205545	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	979102A	1	7110-430-42-43	TECHNICAL SVCS	141.00	141.00
Total 979102A:										141.00	141.00
11/19	11/21/2019	205546	257	FOREST OFFICE EQUIPM	MAINT.CONTRACT FOLD MACHI	AR4786	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	84.00	84.00
Total AR4786:										84.00	84.00
11/19	11/21/2019	205546	257	FOREST OFFICE EQUIPM	KYOCERA COPIER -PW	AR4787	1	7620-430-10-43	TECHNICAL SVCS	689.90	689.90
Total AR4787:										689.90	689.90
11/19	11/21/2019	205547	265	FRONTIER	257-1041 ADMIN-PW	1041 110519	1	7620-430-10-45	COMMUNICATIONS	664.14	664.14
Total 1041 110519:										664.14	664.14
11/19	11/21/2019	205547	265	FRONTIER	257-1044 PRI	1044 110519	1	7620-430-10-45	COMMUNICATIONS	102.58	102.58
Total 1044 110519:										102.58	102.58
11/19	11/21/2019	205547	265	FRONTIER	257-3292 MUSEUM	3292 111019	1	1000-451-80-45	COMMUNICATION	124.78	124.78
Total 3292 111019:										124.78	124.78
11/19	11/21/2019	205547	265	FRONTIER	257-5152 FIRE	5152 111019	1	1010-422-10-45	COMMUNICATIONS	323.12	323.12
Total 5152 111019:										323.12	323.12

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
11/19	11/21/2019	205547	265	FRONTIER	257-7098 NATURAL GAS	7098 110119	1	7401-430-62-45	COMMUNICATIONS	85.98	85.98
Total 7098 110119:										85.98	85.98
11/19	11/21/2019	205548	9848		REFUND WATER DEPOSIT	10122600005	1	7110-2228-000	DEPOSITS-CUSTOMER	12.42	12.42
Total 10122600005:										12.42	12.42
11/19	11/21/2019	205549	9840		REFUND WATER DEPOSIT	10513650002	1	7110-2228-000	DEPOSITS-CUSTOMER	34.53	34.53
Total 10513650002:										34.53	34.53
11/19	11/21/2019	205550	1073	IMPACT CONSTRUCTION	WORK PERFORMED AT AIRPO	112119	1	7202-430-81-44	CONSTRUCTION SERVICES	7,120.00	7,120.00
Total 112119:										7,120.00	7,120.00
11/19	11/21/2019	205551	1075	INDEPENDENT ELECTRI	SUPPLIES-GAS	S1044622803.002	1	7401-430-62-46	SUPPLIES-GENERAL	211.65	211.65
Total S1044622803.002:										211.65	211.65
11/19	11/21/2019	205552	1362	IRON MOUNTAIN INFO. M	PROFESSIONAL SERVICES-PD	CBNK094	1	1009-421-10-43	PROFESSIONAL SERVICES	76.61	76.61
Total CBNK094:										76.61	76.61
11/19	11/21/2019	205553	335	J.W. WOOD CO INC	SUPPLIES-GAS	S114188	1	7401-430-62-46	SUPPLIES-GENERAL	4.82	4.82
Total S114188:										4.82	4.82
11/19	11/21/2019	205553	335	J.W. WOOD CO INC	SUPPLIES-GAS	S114196	1	7401-430-62-46	SUPPLIES-GENERAL	2.38	2.38
Total S114196:										2.38	2.38
11/19	11/21/2019	205554	338	JACKSON'S SERVICE CE	FUEL-STREETS	37664	1	2007-431-20-46	GASOLINE	92.57	92.57
Total 37664:										92.57	92.57
11/19	11/21/2019	205554	338	JACKSON'S SERVICE CE	FUEL-STREETS	37665	1	2007-431-20-46	GASOLINE	50.26	50.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 37665:										50.26	50.26
11/19	11/21/2019	205555	374	L N CURTIS & SONS	SAFETY EQUIPMENT-FD	514183		1 1010-422-10-46	SUPPLIES- SAFETY ITEMS	4,024.77	4,024.77
Total 514183:										4,024.77	4,024.77
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	101-050-53-11	10118		1 7110-430-42-48	TAXES, FEES, PERMITS & CHA	591.00	591.00
Total 10118:										591.00	591.00
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	103-250-51-11	11700		1 7110-430-42-48	TAXES, FEES, PERMITS & CHA	56.28	56.28
Total 11700:										56.28	56.28
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	103-250-52-11	11701		1 7110-430-42-48	TAXES, FEES, PERMITS & CHA	7,192.32	7,192.32
Total 11701:										7,192.32	7,192.32
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	105-302-14-11	13018		1 1000-452-20-48	TAXES, FEES, PERMITS & CHA	52.54	52.54
Total 13018:										52.54	52.54
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	105-331-13-11	13048		1 1000-452-20-48	TAXES, FEES, PERMITS & CHA	197.78	197.78
Total 13048:										197.78	197.78
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	107-260-05-11	13919		1 7110-430-42-48	TAXES, FEES, PERMITS & CHA	28.06	28.06
Total 13919:										28.06	28.06
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	107-260-28-11	13935		1 7620-430-10-48	TAXES, FEES, PERMITS & CHA	70.34	70.34
Total 13935:										70.34	70.34
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-060-24-11	14596		1 7110-430-42-48	TAXES, FEES, PERMITS & CHA	1,563.64	1,563.64
Total 14596:										1,563.64	1,563.64

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
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-150-04-11	14871	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	40.60	40.60
Total 14871:										40.60	40.60
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-160-08-11	14907	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	420.56	420.56
Total 14907:										420.56	420.56
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-180-04-11	14943	1	1000-415-10-48	TAXES, FEES, PERMITS & CHA	1,440.62	1,440.62
Total 14943:										1,440.62	1,440.62
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-180-07-11	14945	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	218.74	218.74
Total 14945:										218.74	218.74
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-180-47-11	14949	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	17.22	17.22
Total 14949:										17.22	17.22
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-180-61-11	14954	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	20.26	20.26
Total 14954:										20.26	20.26
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-190-01-11	14964	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	97.16	97.16
Total 14964:										97.16	97.16
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-190-08-11	14968	1	7201-430-81-48	TAXES, FEES, PERMITS & CHA	20.28	20.28
Total 14968:										20.28	20.28
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-230-05-11	15103	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	4,779.06	4,779.06
Total 15103:										4,779.06	4,779.06
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-320-21-11	15420	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	68.50	68.50

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Total 15420:										68.50	68.50
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-330-28-11	15452	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	82.37	82.37
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-330-28-11	15452	2	1000-415-10-48	TAXES, FEES, PERMITS & CHA	4.85	4.85
Total 15452:										87.22	87.22
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	116-350-19-11	15466	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	12.40	12.40
Total 15466:										12.40	12.40
11/19	11/21/2019	205556	401	LASSEN CO TAX COLLEC	099-260-26-11	9999	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	865.92	865.92
Total 9999:										865.92	865.92
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	337302	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	14.26	14.26
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	337302	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	14.26	14.26
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	337302	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	14.26	14.26
Total 337302:										42.78	42.78
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-SNOW	337307	1	2006-431-25-33	STATE-2107 ADJ. (SNOW REMO	27.42	27.42
Total 337307:										27.42	27.42
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-SNOW	337413	1	2006-431-25-33	STATE-2107 ADJ. (SNOW REMO	4.45	4.45
Total 337413:										4.45	4.45
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	337768	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	3.19	3.19
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	337768	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	3.18	3.18
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	337768	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.19	3.19
Total 337768:										9.56	9.56
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	337871	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	3.12	3.12
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	337871	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	3.13	3.13
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	337871	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.13	3.13

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 337871:										9.38	9.38
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	337896		1 2007-431-20-44	REPAIR AND MAINTENANCE-VE	26.99	26.99
Total 337896:										26.99	26.99
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	338355		1 2007-431-20-44	REPAIR AND MAINTENANCE-VE	177.42	177.42
Total 338355:										177.42	177.42
11/19	11/21/2019	205557	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	338492		1 7401-430-62-46	SUPPLIES-GENERAL	44.73	44.73
Total 338492:										44.73	44.73
11/19	11/21/2019	205558	412	LASSEN REGIONAL SOLI	DUMP FEES-PD	0078 110819		1 1009-421-10-44	DISPOSAL	38.26	38.26
Total 0078 110819:										38.26	38.26
11/19	11/21/2019	205558	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	128444		1 1000-452-20-44	DISPOSAL	5.00	5.00
Total 128444:										5.00	5.00
11/19	11/21/2019	205559	413	SUSANVILLE TOWING	REPAIR & MAINT-PD	56727		1 1009-421-10-44	VEHICLE-REPAIR & MAINTENA	133.72	133.72
Total 56727:										133.72	133.72
11/19	11/21/2019	205560	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 111019		1 1000-452-20-46	ELECTRICITY	31.91	31.91
Total 10262 111019:										31.91	31.91
11/19	11/21/2019	205560	437	LMUD	66 N LASSEN ST	2466 111019		1 1000-417-10-46	ELECTRICITY	649.12	649.12
Total 2466 111019:										649.12	649.12
11/19	11/21/2019	205560	437	LMUD	N WEATHERLOW ST-TENNIS S	24661 111019		1 1000-452-20-46	ELECTRICITY	25.00	25.00
Total 24661 111019:										25.00	25.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/19	11/21/2019	205560	437	LMUD	STREET LIGHTS	2467 111019	1	2007-431-60-46	ELECTRICITY	1,615.54	1,615.54
Total 2467 111019:										1,615.54	1,615.54
11/19	11/21/2019	205560	437	LMUD	65 N WEATHERLOW ST-COMM	2865 111019	1	1000-452-20-46	ELECTRICITY	46.04	46.04
Total 2865 111019:										46.04	46.04
11/19	11/21/2019	205560	437	LMUD	65 N WEATHERLOW ST-MUSEU	2866 111019	1	1000-451-80-46	ELECTRICITY	33.27	33.27
Total 2866 111019:										33.27	33.27
11/19	11/21/2019	205560	437	LMUD	65 N WEATHERLOW ST-PARK O	2867 111019	1	1000-452-20-46	ELECTRICITY	54.31	54.31
Total 2867 111019:										54.31	54.31
11/19	11/21/2019	205560	437	LMUD	N WEATHERLOW ST-TENNIS C	2870 111019	1	1000-452-20-46	ELECTRICITY	29.06	29.06
Total 2870 111019:										29.06	29.06
11/19	11/21/2019	205560	437	LMUD	NORTH ST BALL PARK-MEM FIE	2873 111019	1	1000-452-20-46	ELECTRICITY	33.57	33.57
Total 2873 111019:										33.57	33.57
11/19	11/21/2019	205560	437	LMUD	HARRIS DR & HWY 36-WATER	30658 111019	1	7110-430-42-46	ELECTRICITY	349.65	349.65
Total 30658 111019:										349.65	349.65
11/19	11/21/2019	205560	437	LMUD	472-105 JOHNSTONVILLE WATE	350161 111019	1	7112-430-42-46	ELECTRICITY	152.30	152.30
Total 350161 111019:										152.30	152.30
11/19	11/21/2019	205560	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 111019	1	2007-431-60-46	ELECTRICITY	219.89	219.89
Total 43511 111019:										219.89	219.89
11/19	11/21/2019	205560	437	LMUD	115 N WEATHERLOW ST-MUSE	43866 111019	1	1000-451-80-46	ELECTRICITY	51.15	51.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 43866 111019:										51.15	51.15
11/19	11/21/2019	205560	437	LMUD	WELL #3-WATER	4559 111019	1	7110-430-42-46	ELECTRICITY	945.05	945.05
Total 4559 111019:										945.05	945.05
11/19	11/21/2019	205560	437	LMUD	606 1/2 NEVADA ST	58211 111019	1	1000-417-10-46	ELECTRICITY	25.14	25.14
Total 58211 111019:										25.14	25.14
11/19	11/21/2019	205560	437	LMUD	NORTH ST PARK LIGHTS-MEM	9283 111019	1	1000-452-20-46	ELECTRICITY	127.20	127.20
Total 9283 111019:										127.20	127.20
11/19	11/21/2019	205560	437	LMUD	GEO PUMP #1	9297 111019	1	7301-430-52-46	ELECTRICITY	1,687.48	1,687.48
Total 9297 111019:										1,687.48	1,687.48
11/19	11/21/2019	205560	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 111019	1	1000-452-20-46	ELECTRICITY	25.00	25.00
Total 94811 111019:										25.00	25.00
11/19	11/21/2019	205561	9838		REFUND GAS DEPOSIT	10120650519	1	7401-2228-000	DEPOSITS-CUSTOMER	108.75	108.75
Total 10120650519:										108.75	108.75
11/19	11/21/2019	205562	1508	MAIN STREET LUBE	REPAIR & MAINT-GAS	12159	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	45.63	45.63
Total 12159:										45.63	45.63
11/19	11/21/2019	205563	9839		REFUND GAS DEPOSIT	10101100015	1	7401-2228-000	DEPOSITS-CUSTOMER	171.15	171.15
Total 10101100015:										171.15	171.15
11/19	11/21/2019	205564	467	METER VALVE & CONTR	SUPPLIES- GAS	16772	1	7401-430-62-46	SUPPLIES-GENERAL	650.35	650.35
Total 16772:										650.35	650.35

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/19	11/21/2019	205564	467	METER VALVE & CONTR	SUPPLIES- GAS	16871	1	7401-430-62-46	SUPPLIES-GENERAL	136.13	136.13
Total 16871:										136.13	136.13
11/19	11/21/2019	205565	1300		REIM TRAVEL EX	111919	1	1010-422-10-45	TRAVEL	75.81	75.81
Total 111919:										75.81	75.81
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-STREETS	52-00108101	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	9.80	9.80
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-WATER	52-00108101	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	9.80	9.80
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-00108101	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	9.80	9.80
Total 52-00108101:										29.40	29.40
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-00108151	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	72.90	72.90
Total 52-00108151:										72.90	72.90
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-STREETS	52-00108153	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	16.43	16.43
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-WATER	52-00108153	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	16.44	16.44
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-00108153	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	16.44	16.44
Total 52-00108153:										49.31	49.31
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	5200108385	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	37.51	37.51
Total 5200108385:										37.51	37.51
11/19	11/21/2019	205566	9493	NATIONAL AUTO PARTS	SUPPLIES-GAS	52-00108391	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	35.65	35.65
Total 52-00108391:										35.65	35.65
11/19	11/21/2019	205567	9849		REFUND GAS DEPOSIT	10514700025	1	7401-2228-000	DEPOSITS-CUSTOMER	84.49	84.49
Total 10514700025:										84.49	84.49
11/19	11/21/2019	205568	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 103119	1	1009-421-10-45	COMMUNICATIONS	185.00	185.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 63630 103119:										185.00	185.00
11/19	11/21/2019	205569	572	QUILL CORPORATION	SUPPLIES-FD	2538995		1 1010-422-10-46	SUPPLIES-JANITORIAL	49.93	49.93
Total 2538995:										49.93	49.93
11/19	11/21/2019	205569	572	QUILL CORPORATION	OFFICE SUPPLIES	2539008		1 1000-415-10-46	SUPPLIES-GENERAL	116.29	116.29
Total 2539008:										116.29	116.29
11/19	11/21/2019	205569	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	2659214		1 1010-422-10-46	SUPPLIES-JANITORIAL	21.44	21.44
Total 2659214:										21.44	21.44
11/19	11/21/2019	205569	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	2714276		1 1010-422-10-46	SUPPLIES-JANITORIAL	55.75	55.75
Total 2714276:										55.75	55.75
11/19	11/21/2019	205570	9688		REFUND COMMUNITY CENTER	111419		1 1000-2228-009	DEPOSITS-COMM CENTER RE	50.00	50.00
Total 111419:										50.00	50.00
11/19	11/21/2019	205571	1379	SENSIT TECHNOLOGIES	SUPPLIES-GAS	0282772		1 7401-430-62-46	SUPPLIES-GENERAL	262.58	262.58
Total 0282772:										262.58	262.58
11/19	11/21/2019	205572	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	70203		1 7620-430-10-46	SUPPLIES-GENERAL	52.40	52.40
Total 70203:										52.40	52.40
11/19	11/21/2019	205573	640	SIERRA ELECTRONICS	ELECTRICAL OUTFIT TO NEW P	AR19869		1 1006-421-10-47	VEHICLES	10,849.50	10,849.50
Total AR19869:										10,849.50	10,849.50
11/19	11/21/2019	205574	9064		TR EX SACRAMENTO 12/1/19-1	111319		1 1009-421-10-45	TRAINING	726.00	726.00
Total 111319:										726.00	726.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/19	11/21/2019	205575	1382	SONSRAY MACHINERY L	REPAIR & MAINT-STREETS	P20080-07	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	138.24	138.24
Total P20080-07:										138.24	138.24
11/19	11/21/2019	205576	677	SUSANVILLE SANITARY	1801 MAIN	2121 110119	1	1009-421-10-44	SEWER	109.20	109.20
Total 2121 110119:										109.20	109.20
11/19	11/21/2019	205577	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3927	1	7401-430-62-46	SUPPLIES-GENERAL	319.25	319.25
11/19	11/21/2019	205577	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3927	2	2007-431-20-46	SUPPLIES-GENERAL	319.24	319.24
11/19	11/21/2019	205577	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3927	3	7110-430-42-46	SUPPLIES-GENERAL	319.25	319.25
Total 3927:										957.74	957.74
11/19	11/21/2019	205578	7499	TYDENBROOKS	SUPPLIES-GAS	1005874	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	631.50	631.50
Total 1005874:										631.50	631.50
11/19	11/21/2019	205579	530	U.S. BANK EQUIPMENT F	COPIER-PD	399823087	1	1009-421-10-43	PROFESSIONAL SERVICES	185.12	185.12
11/19	11/21/2019	205579	530	U.S. BANK EQUIPMENT F	COPIER - CITY HALL UP AND D	399823087	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	357.32	357.32
Total 399823087:										542.44	542.44
11/19	11/21/2019	205580	749	VERIZON WIRELESS	CELLULAR PHONES - PD	9841132314	1	1009-421-10-45	COMMUNICATIONS	849.74	849.74
Total 9841132314:										849.74	849.74
11/19	11/21/2019	205580	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9841210426	1	7620-430-11-45	COMMUNICATIONS	140.62	140.62
11/19	11/21/2019	205580	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9841210426	2	7620-430-10-45	COMMUNICATIONS	404.44	404.44
11/19	11/21/2019	205580	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9841210426	3	1000-452-20-45	COMMUNICATIONS	208.63	208.63
11/19	11/21/2019	205580	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9841210426	4	1000-452-20-45	COMMUNICATIONS	53.85	53.85
Total 9841210426:										807.54	807.54
11/19	11/21/2019	205581	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68037880-1	1	7110-430-42-46	SUPPLIES-GENERAL	276.28	276.28
Total 68037880-1:										276.28	276.28
11/19	11/21/2019	205581	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68041421	1	7401-430-62-46	SUPPLIES-GENERAL	142.57	142.57

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 68041421:										142.57	142.57
11/19	11/21/2019	205581	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68089785	1	7110-430-44-44	CONSTRUCTION SERVICES	166.54	166.54
Total 68089785:										166.54	166.54
11/19	11/21/2019	205581	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68089989	1	7401-430-62-46	SUPPLIES-GENERAL	16.61	16.61
Total 68089989:										16.61	16.61
11/19	11/21/2019	205581	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68099052	1	7110-430-44-44	CONSTRUCTION SERVICES	37.81	37.81
Total 68099052:										37.81	37.81
11/19	11/21/2019	205581	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68102035	1	7401-430-62-46	SUPPLIES-GENERAL	118.88	118.88
Total 68102035:										118.88	118.88
11/19	11/21/2019	205582	7970		REFUND GAS DEPOSIT	10241550026	1	7401-2228-000	DEPOSITS-CUSTOMER	31.00	31.00
Total 10241550026:										31.00	31.00
Grand Totals:										74,718.46	74,718.46

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
11/19	11/22/2019	205583	9853		PRO-RATE 7 DAYS RENT, VACA	112219	1	9999-1001-002	CASH CLEARING - ACCTS REC	186.69	186.69
Total 112219:										186.69	186.69
Grand Totals:										186.69	186.69

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
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES- WATER	1113 102519	1	7110-430-42-46	SUPPLIES-GENERAL	60.84	60.84
Total 1113 102519:										60.84	60.84
11/19	11/25/2019	102	884	BANK OF AMERICA	POSTAGE-PD	1159 102519	1	1009-421-10-46	POSTAGE	7.35	7.35
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	1159 102519	2	1009-421-10-45	TRAINING	602.28	602.28
Total 1159 102519:										609.63	609.63
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE	2064 102519	1	1000-413-20-45	TRAVEL	420.55	420.55
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE	2064 102519	2	1000-411-10-45	TRAVEL	1,063.37	1,063.37
11/19	11/25/2019	102	884	BANK OF AMERICA	SOFTWARE SUPPORT	2064 102519	3	1000-413-20-47	SOFTWARE	14.99	14.99
Total 2064 102519:										1,498.91	1,498.91
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PD	2754 102519	1	1009-421-10-46	SUPPLIES-GENERAL	65.39	65.39
11/19	11/25/2019	102	884	BANK OF AMERICA	FUEL-PD	2754 102519	2	1009-421-10-46	GASOLINE	181.24	181.24
11/19	11/25/2019	102	884	BANK OF AMERICA	POSTAGE-PD	2754 102519	3	1009-421-10-46	POSTAGE	5.25	5.25
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	2754 102519	4	1009-421-10-45	TRAINING	517.00	517.00
Total 2754 102519:										638.10	638.10
11/19	11/25/2019	102	884	BANK OF AMERICA	SAFETY SUPPLIES-PD	2896 102519	1	1009-421-10-46	SUPPLIES-SAFETY ITEMS	197.59	197.59
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PD	2896 102519	2	1009-421-10-47	MACHINERY AND EQUIPMENT	423.66	423.66
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	2896 102519	3	1009-421-10-45	TRAINING	5.00	5.00
Total 2896 102519:										626.25	626.25
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	3110 102519	1	1009-421-10-45	TRAINING	1,808.14	1,808.14
11/19	11/25/2019	102	884	BANK OF AMERICA	FUEL-PD	3110 102519	2	1009-421-10-46	GASOLINE	247.21	247.21
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PD	3110 102519	3	2008-421-10-46	SUPPLIES GENERAL	72.55	72.55
11/19	11/25/2019	102	884	BANK OF AMERICA	POSTAGE-PD	3110 102519	4	1009-421-10-46	POSTAGE	18.01	18.01
Total 3110 102519:										2,145.91	2,145.91

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
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES	4036 102519	1	1000-411-10-46	SUPPLIES-GENERAL	58.26	58.26
Total 4036 102519:										58.26	58.26
11/19	11/25/2019	102	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	4332 102519	1	1009-421-10-45	INVESTIGATIVE FUNDS	315.75	315.75
Total 4332 102519:										315.75	315.75
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-BUILDING	4728 102519	1	1000-424-20-45	TRAVEL	1,025.94	1,025.94
Total 4728 102519:										1,025.94	1,025.94
11/19	11/25/2019	102	884	BANK OF AMERICA	DUES & MEMBERSHIP-AIR POL	5203 102519	1	7620-430-11-48	DUES AND MEMBERSHIPS	22.95	22.95
11/19	11/25/2019	102	884	BANK OF AMERICA	SOFTWARE SUPPORT-AIR POL	5203 102519	2	7620-430-11-47	SOFTWARE	14.99	14.99
Total 5203 102519:										37.94	37.94
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PARKS	6579 102519	1	1000-452-20-46	SUPPLIES-GENERAL	556.23	556.23
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES	6579 102519	2	1000-417-10-46	SUPPLIES-GENERAL	38.67	38.67
11/19	11/25/2019	102	884	BANK OF AMERICA	DUES & MEMBERSHIP	6579 102519	3	1000-417-10-48	TAXES, FEES, PERMITS & CHA	400.00	400.00
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PD	6579 102519	4	2008-421-10-46	SUPPLIES GENERAL	2,675.35	2,675.35
11/19	11/25/2019	102	884	BANK OF AMERICA	JANITORIAL SUUPLIES	6579 102519	5	1000-417-10-46	SUPPLIES-JANITORIAL	150.36	150.36
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES	6579 102519	6	1000-415-10-46	SUPPLIES-GENERAL	19.82	19.82
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES	6579 102519	7	1000-411-10-46	SUPPLIES-GENERAL	14.99	14.99
11/19	11/25/2019	102	884	BANK OF AMERICA	CITY HALL PHONES	6579 102519	8	1000-417-10-45	COMMUNICATIONS	555.01	555.01
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES	6579 102519	9	1000-417-10-46	ELECTRICITY	50.64	50.64
Total 6579 102519:										4,461.07	4,461.07
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-WATER	6624 102519	1	7110-430-44-44	CONSTRUCTION SERVICES	1,115.50	1,115.50
Total 6624 102519:										1,115.50	1,115.50
11/19	11/25/2019	102	884	BANK OF AMERICA	REPAIR & MAINT-FD	6670 102519	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	369.34	369.34
11/19	11/25/2019	102	884	BANK OF AMERICA	SAFETY SUPPLIES-FD	6670 102519	2	1010-422-10-46	SUPPLIES- SAFETY ITEMS	46.57	46.57
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-FD	6670 102519	3	1010-422-10-46	SUPPLIES- GENERAL	101.27	101.27
11/19	11/25/2019	102	884	BANK OF AMERICA	FUEL-FD	6670 102519	4	1010-422-10-46	GASOLINE	23.12	23.12
11/19	11/25/2019	102	884	BANK OF AMERICA	POSTAGE-FD	6670 102519	5	1010-422-10-46	POSTAGE	55.00	55.00
11/19	11/25/2019	102	884	BANK OF AMERICA	DUES & MEMBERSHIP-FD	6670 102519	6	1010-422-10-48	DUES AND MEMBERSHIPS	411.90	411.90

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Total 6670 102519:										1,007.20	1,007.20
11/19	11/25/2019	102	884	BANK OF AMERICA	SAFETY SUPPLIES-WATER	6989 102519	1	7110-430-42-46	SUPPLIES - SAFETY ITEMS	336.28	336.28
11/19	11/25/2019	102	884	BANK OF AMERICA	SAFETY SUPPLIES-GAS	6989 102519	2	7401-430-62-46	SUPPLIES - SAFETY ITEMS	336.31	336.31
11/19	11/25/2019	102	884	BANK OF AMERICA	SAFETY SUPPLIES-PW	6989 102519	3	7620-430-10-46	SUPPLIES-SAFETY ITEMS	336.30	336.30
11/19	11/25/2019	102	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	6989 102519	4	7620-430-10-47	SOFTWARE	52.99	52.99
11/19	11/25/2019	102	884	BANK OF AMERICA	POSTAGE-WATER	6989 102519	5	7110-430-42-46	POSTAGE	72.14	72.14
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-STREETS	6989 102519	6	2007-431-20-45	TRAVEL	147.12	147.12
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PW	6989 102519	7	7620-430-10-46	SUPPLIES-GENERAL	310.87	310.87
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES- WATER	6989 102519	8	7110-430-42-46	SUPPLIES-GENERAL	1,169.09	1,169.09
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-STREETS	6989 102519	9	2007-431-20-46	SUPPLIES-GENERAL	1,121.84	1,121.84
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-GAS	6989 102519	10	7401-430-62-46	SUPPLIES-GENERAL	47.26	47.26
11/19	11/25/2019	102	884	BANK OF AMERICA	DUES & MEMBERSHIP-PW	6989 102519	11	7620-430-10-48	DUES AND MEMBERSHIPS	22.95	22.95
11/19	11/25/2019	102	884	BANK OF AMERICA	POSTAGE-GAS	6989 102519	12	7401-430-62-46	POSTAGE	67.09	67.09
Total 6989 102519:										4,020.24	4,020.24
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	7121 102519	1	1009-421-10-45	TRAINING	697.40	697.40
Total 7121 102519:										697.40	697.40
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES- GAS	7575 102519	1	7401-430-62-46	SUPPLIES-GENERAL	29.84	29.84
11/19	11/25/2019	102	884	BANK OF AMERICA	REPAIR & MAINT-GAS	7575 102519	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	33.51	33.51
Total 7575 102519:										63.35	63.35
11/19	11/25/2019	102	884	BANK OF AMERICA	REPAIR & MAINT-PD	8088 102519	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	21.44	21.44
11/19	11/25/2019	102	884	BANK OF AMERICA	FIREARMS SUPPLIES-PD	8088 102519	2	1009-421-10-44	FIREARM-REPAIR & MAINTENA	10.29	10.29
Total 8088 102519:										31.73	31.73
11/19	11/25/2019	102	884	BANK OF AMERICA	FUEL-PD	8830 102519	1	1009-421-10-46	GASOLINE	99.04	99.04
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-PD	8830 102519	2	1009-421-13-46	SUPPLIES GENERAL	137.57	137.57
Total 8830 102519:										236.61	236.61
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-FD	8852 102519	1	1010-422-50-45	TRAVEL	596.80	596.80
11/19	11/25/2019	102	884	BANK OF AMERICA	FUEL-FD	8852 102519	2	1010-422-10-46	GASOLINE	112.56	112.56

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Total 8852 102519:										709.36	709.36
11/19	11/25/2019	102	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	8955 102519	1	1009-421-10-45	INVESTIGATIVE FUNDS	41.90	41.90
Total 8955 102519:										41.90	41.90
11/19	11/25/2019	102	884	BANK OF AMERICA	SUPPLIES-GC	9430 102519	1	7530-451-52-46	SUPPLIES-GENERAL	128.40	128.40
Total 9430 102519:										128.40	128.40
11/19	11/25/2019	102	884	BANK OF AMERICA	FUEL-PD	9536 102519	1	1009-421-10-46	GASOLINE	91.41	91.41
11/19	11/25/2019	102	884	BANK OF AMERICA	TRAVEL EXPENSE-PD	9536 102519	2	1009-421-10-45	TRAINING	516.00	516.00
Total 9536 102519:										607.41	607.41
Grand Totals:										20,137.70	20,137.70

Report Criteria:

Report type: GL detail
 Check.Voided = False

Reviewed by:  City Administrator

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

Submitted by: Ruth McElrath, Building Permit Technician

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 19-5742 Consider agreement for Planning/Building software with iWorQ

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: The Building and Planning staff has identified a need to implement a software program to increase department efficiency and ultimately help meet the new regulations in the 2019 Building Code.

Building permits are currently issued using pen and paper with the process taking up to 15 minutes from the time a permit is filled out, payment is received and all paperwork and receipts are copied and distributed.

On the back end, both the permit intake process and the Building Official's daily inspection reports require a lengthy amount of data entry and copying to ensure accurate documentation and property files are up-to date. At the end of each month, staff conducts an in-house audit of all records and finances to check that they are in alignment so that the information can be used to create quarterly reports that are sent to the State.

Staff researched several programs and found iWorQ to be the most compatible for meeting the needs of the Building and Planning Department at a reasonable cost. It is estimated that the time to issue a permit will be reduced to five minutes and the software will eliminate the need for excessive data entry as information pertaining to each property will be stored in one place that will be easily accessible by staff. The software will also provide staff the availability to efficiently create monthly and quarterly reports.

Building staff is projecting that there will be an increase in new residential construction in the next several years and changes in the 2019 Building Code are moving toward being more home owner friendly and are pushing for more over the counter plan check reviews. By implementing the new software will streamline the work and allow the Permit Technician to conduct the plan checks over the counter without the need for an additional staff member.

iWorQ is offering a Community Development package at a one-time cost of \$8,100.00 for set up training and system configuration and an annual price of \$5,500.00, which is locked in with no future fee increases. The cost of the program is included in this year's budget and will not require a budget increase.

FISCAL IMPACT: \$8,100.00 up front cost
\$5,500.00 annually

ACTION REQUESTED: Motion to approve Resolution No. 19-5742 authorizing execution of agreement with iWorQ in the amount of a one-time offer of \$8,100.00 and an annual cost of \$5,500.00.

ATTACHMENTS: Resolution No. 19-5742
iWorQ agreement

RESOLUTION NO. 19-5742
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING EXECUTION OF AGREEMENT WITH iWorQ SOFTWARE SYSTEM
FOR THE FOR BUILDING AND PLANNING DEPARTMENTS

WHEREAS, the City of Susanville Building and Planning Departments have determined that it is in the best interest of the City to pursue and upgraded computer software to streamline required permit and reporting processes; and

WHEREAS, utilizing the software system to streamline business processes will ensure that the Building Department meets the requirements set forth in the 2019 Building Code by providing time for over-the-counter plan reviews and offering efficient customer service to the community; and

WHEREAS, adequate funding is available in the Building and Planning Department budgets for the purchase of the software system.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Susanville authorizes the execution of an agreement with iWorQ software system for the Building and Planning Departments.

APPROVED: _____
Kevin Stafford, Mayor

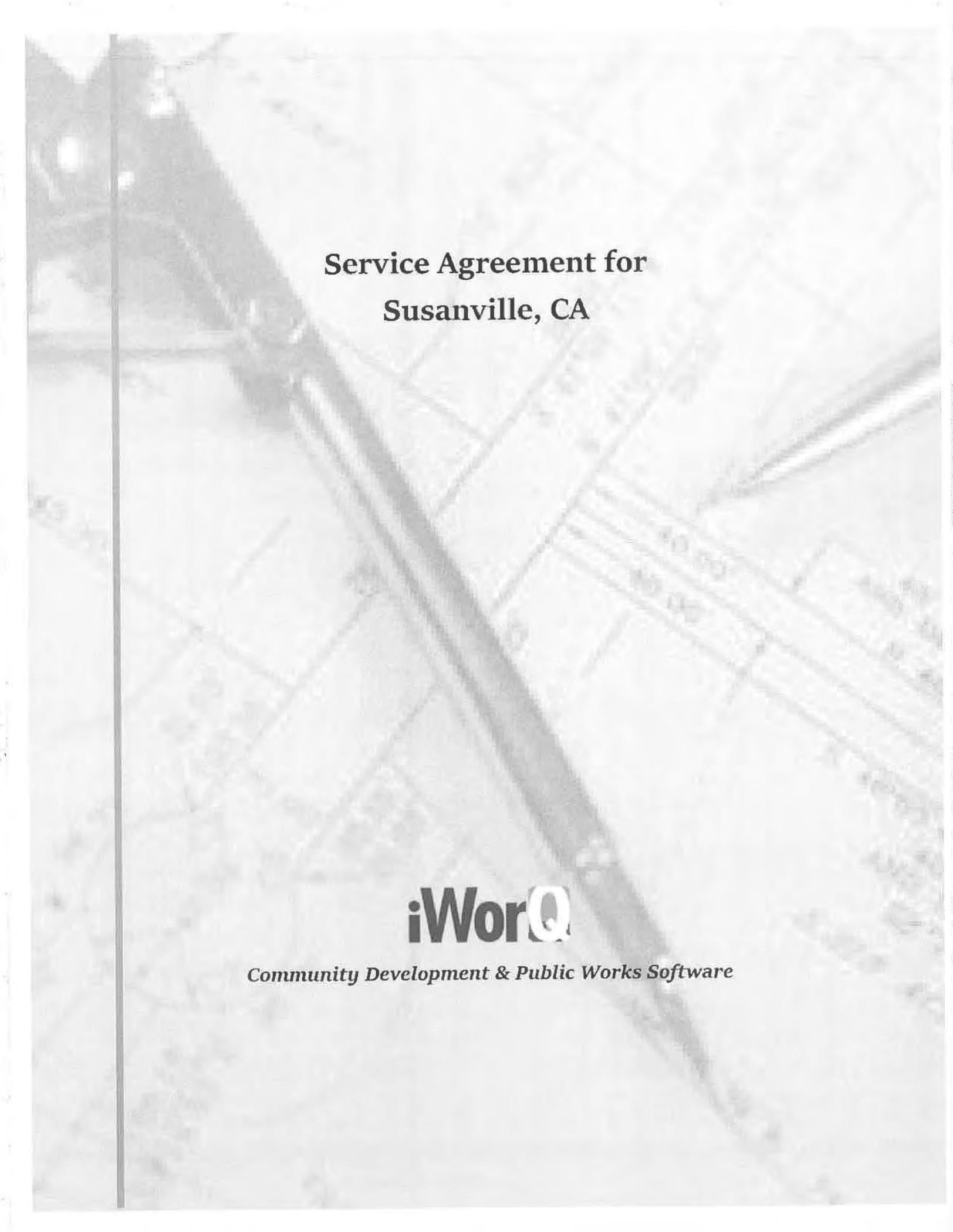
ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of December 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica, City Attorney

An aerial photograph of Susanville, California, showing a grid of streets and a prominent diagonal road. The image is in grayscale and serves as the background for the document.

**Service Agreement for
Susanville, CA**

iWorQ

Community Development & Public Works Software

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Executive Summary

Thank you for your interest in iWorQ Systems! We have been providing government software solutions since 2001 and serve more than 1,400 customers throughout the United States and Canada. We lead the industry in delivering hosted web-based solutions and were the first vendor in this market to provide a fully web-based system.

Since cities and counties often have limited capital budgets, we lease our applications so that our clients are not confronted with large capital investments and our annual support and maintenance fees do not increase year to year. We have found that this model allows agencies to plan for growth in a cost-conscious way.

To access our applications all you need is an internet connection and your choice of device including desktops, laptops, smartphones (iPhone, Android) and tablet devices (iPad, Galaxy, etc.) The system's graphical user interface, including all screens and dashboards, is natively touch screen enabled allowing your staff the flexibility to determine which device to utilize inside the office or in the field.

We are confident in providing a solution that can improve your internal communication as well as increase your responsiveness to your citizens and customers while reducing the time and effort from your staff. We also provide additional access through our Citizen Engagement mobile app and web portal for internal staff and citizens.

Thank you again for considering iWorQ, we will follow up with you to review any questions you may have about this proposal and the next steps in our consultative sales process.

Best Regards,



Adam Laing
Vice President

Application Description

iWorQ software solutions and professional services together provide a seamless fit for Susanville software project. Having implemented over 1,400 customer agencies and configuring a unique fit for each one provides our team the experience and background required to ensure a successful implementation.

iWorQ's browser-based software is an off-the-shelf system which requires no custom modifications to the code, only configuration of the application which requires no coding. As it is already utilized by hundreds of offices of all different sizes, we can scale and configure as much as needed for each implementation in order to meet your project goals. The system will provide access in the field and in the office, assuring your staff will be efficient and have all the data necessary to run a paperless system. iWorQ's hosted solution provides a smooth transition from your current system because much of the complexity of setting up the server hardware and networking environment is not required, which helps save time, money, and resources.

Since iWorQ's applications are configurable, we are able to provide a familiar and intuitive system that easy to use and understand. For example, when a user logs in, their screen contains only the fields on their dashboard that are pertinent to them, which makes the training process resonate with each of the end users. iWorQ implementers will consult with each department during the set-up process to configure the applications in order to meet the unique needs of each of your departments.

Project Initiation and Management

Throughout the history of our company, iWorQ's success with adding and maintaining customers can be accredited to our carefully structured methodology and approach with each implementation. Our phased project methodology allows regular checkpoints and frequent opportunities to ensure that all of our team members are in sync. During the planning phase, our project teams meet to analyze how each department operates today, and how you would like your new system to work going forward. Based on our discussions, we create a project plan, agree on major milestones, and set a project schedule. The project plan will also address communications, managing risk and change management.

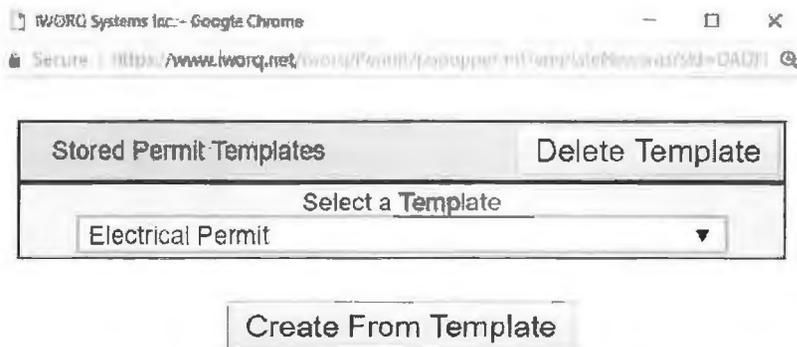
Throughout the project, iWorQ will hold regular status meetings in which both teams report on progress, tasks, and timelines, as agreed upon during the planning phase and outlined in the project plan. The iWorQ project manager acts as your main point of contact during the project and works with your staff to ensure that adequate communication takes place, assuring that the project moves along smoothly.

iWorQ has standard documentation to record decisions made during the project. These documents list tasks, person responsibilities, decisions made, etc.

Developing Specific Deliverables for Your Project

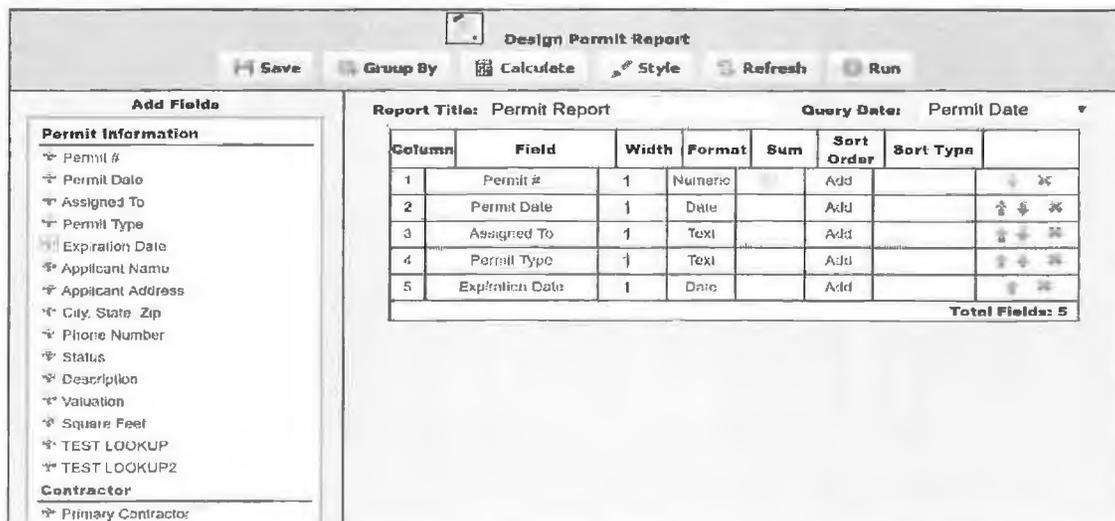
The iWorQ team works with your subject matter experts (that you assign) during the initiating and planning phases to determine what deliverables to build for your solution (e.g., reports, documents, templates, and dashboards etc.). After we create a deliverable, we test it to ensure it meets your specifications and then pass it to your team for user acceptance.

Figure 1.1



The above screen shows how easy it is to create a permit template with prefilled information.

Figure 1.2



iWorQ's report builder provides a user interface that only requires a user to simply click on the "+" button below to instantly report on desired input. This enables you to add new fields when desired and create adhoc and saved reports.

Figure 1.3



Map above shows Responsive interface- Showing the parcel layer with highlighted parcels. The map is showing the permits issued last year. User can select, display, and edit data directly from the map.

Figure 1.4



The screenshot shows iWorQ's Mobile HTML 5 Interface making access in the field easy to use, which includes icons to help assure your field staff will be successful accessing the system.



Implementation Phases

Your project is configured through a four-phased approach that includes Initiation, Planning, Executing, and Closing phases. Throughout these phases, iWorQ bears the bulk of the project risk. We provide as much training and services as you need to be successful throughout the project.

This section discusses:

- Initiation Phase
- Planning Phase
- Executing Phase
- Closing Phase

Initiation Phase

During this phase, we install your software in our secure, hosted (SaaS) data center utilizing Amazon Web Services (AWS). During this phase, you should determine what staff members will assist with the project. We ask you to complete initial worksheets that allow us to import data into iWorQ dropdown fields. These worksheets are system-agnostic, and do not require that you understand iWorQ data structures to complete this phase.

Planning Phase

During the Planning phase, the iWorQ project team works with your team to define how processes at Susanville work today and how you would like your new system to operate going forward. As part of this, your team should analyze the reports and documents you currently have to determine which ones you need to have in iWorQ. Based on our discussions, we create a project plan that includes project timelines, goals, priorities, and responsibilities. Our project team will work with you to set a clear project plan with detailed requirements. Both teams follow this plan during the executing phase.

Executing Phase

During the Executing phase, we train your project team and together configure the solution. Concurrent with your system configuration, our data integration team will work with you to build data interfaces and migrate data if they are part of the project scope. After our teams complete these tasks, we train your staff members.

Your success is our highest priority. While each of our training phases has a specific plan, we provide additional or repeat trainings at no additional cost if necessary for a successful implementation. As a customer, we will provide additional training anytime it is desired for no additional cost. The time completion of project phases is often dependent upon Susanville go-live goals and staff availability.



Go Live

After the configuration, iWorQ will train each of your staff members. During our training, attendees learn by doing actual data entry. They should come to the training with any materials they regularly use to enter cases (e.g., a stack of permits or code cases to be entered). Instructors will provide the training online. Instructors provide personal assistance to attendees, answer specific questions, and personalize teaching styles to meet the needs of individual attendees.

Closing Phase

During the closing phase, your iWorQ project team continues to work with you to answer any questions and resolve any configuration questions. We hold a project closure meeting to ensure a smooth transition from our project team to our iWorQ customer support team, who will support you going forward and as long as you are a customer.

Training

Your administrator and other individuals you designate receive several different types of training that cover iWorQ's key functionalities.

Our training involves guiding staff to use iWorQ to complete actual work tasks. Instructors provide personal assistance to attendees, answer specific questions, model examples and exercises, and personalize teaching styles to individual attendees. This informal style helps your staff relax and feel comfortable asking and responding to questions.

These trainings are described in further detail below:

Administrator Training: Administrator training teaches your iWorQ administrator(s) how to manage iWorQ going forward. This training covers items such as setting up code tables (options in drop-down lists); security rules; and iWorQ tools.

Configuration Training: During the configuration phase, your administrators make many decisions about configuring iWorQ to make your office its most efficient. During Configuration Training, iWorQ's project team helps trainees understand approaches, methodologies, and best practices for making these decisions and recognizing the ramifications of the decisions they make.

Go-Live Training: Prior to Go-Live, every user on the system will receive training pertinent to their role type on the system. We provide unlimited training during implementation and after Go-Live via conference calls, webinars, or online screen share and we offer an annual, national users' conference to learn new and advanced skills.



Susanville	Quote creation: 11/22/2019
66 North Lassen, Susanville, CA 96130	Prepared by: Carson Frandsen

1. QUOTE

Susanville- hereafter known as "Customer", enters into the following Service Agreement with iWorQ Systems, "iWorQ", headquartered Logan, UT. Customer will pay an annual fee for the services and a one-time setup fee detailed below: Population: 10,326

<u>Community Development Applications and Services</u>	<u>Package Price</u>	<u>Billing</u>
Community Development Package - Available on any computer, tablet, or mobile device using Chrome browser - Code Enforcement with OpenStreetMap - Permit Management with OpenStreetMap - Quarterly parcel upload - Track contractors and their associated permits and inspections - Free letters, and / or permits utilizing iWorQ's template library, and up to 3 custom letters. Plan Review - Draw & annotate on plans - Save data in layers on plans - Place watermarks on plans - Must have premium data to use	\$5,000	Annual
Premium Data Package -Allows for 25MB file upload size -Gives you 100GB of total storage	\$500	Annual
ANNUAL TOTAL	\$5,500	

Setup, training, and system configuration	\$3,600	Once
	\$2,600	
Grand total due	\$9,100	
	\$8,100	

Notes

- 1- Invoices for amount will be sent out 2 weeks after signature. Terms of the invoicing is Net 30 days.
- 2- This quote is provided at the customer's request and is good until **December 20th, 2019**.
- 3- Discounts provided are contingent on agreement signed and returned by **December 20, 2019**.
- 4- This quote cannot be disclosed or used to compete with other companies.



- 5- Pricing is based on population and number of applications. Removing any items from this quote may require application prices to be updated.

2. ADDITIONAL SERVICES

iWorQ provides additional applications and services that can be purchased as part of the Community Development solution. These can be added to the customer's annual* cost, upon request. The services listed below may already be included in the quote in Section 1.

Licensing – track business, animal, liquor, rental, and other license types. Includes customized automated reminder letters and online renewal.	\$2,500	Annual
Portal Home *Permit Portal *Code Enforcement Portal -Configurable portal for ease of applying for permits and tracking current permits online -Allows for submitting code enforcement issues online and viewing code cases on the map -Apply for licenses online & view current list of licenses -Includes Premium Data (25 MB Uploads, 100 GB Total Storage) -3 Custom Forms -Messaging feature for easy interaction with citizens -Built-in automatic workflow capabilities - Ensures better communication with citizens and allows for easy interaction	\$2,500	Annual
Additional Storage – Each unit of storage contains an additional 100 GB.	\$250	Annual
Onsite Backup – iWorQ will send a *.BAK on a scheduled basis to an FTP server maintained by the customer.	\$500	Annual
Monthly Parcel Update – iWorQ will import an electronic file on a scheduled basis from a file stored on an FTP server maintained by the Customer.	\$500	Annual
Interactive Voice Response (IVR) – used by contractors to schedule inspections via telephone.	\$1000	Annual
Payment Processing – setup merchant account and gateway through Syncopal Payments so card payments can be received online and recorded in iWorQ.	\$500	Annual

**Additional services are subject to setup fees which are 2/3 of the annual cost.*

3. GUIDELINES

3.1 Getting started

iWorQ will assign an account manager to your account to begin the setup and training process upon contract signature.

Send the signed service agreement to iWorQ Systems:

Email: sales@iworq.com

Fax: 1 (866) 379-3243

Mailing address:

PO Box 3784

Logan, UT 84323

Physical address:

1125 W. 400. N. Suite 102

Logan, UT 84321

3.2 Billing information

iWorQ will invoice Customers on an annual basis. Customers reserves the right to cancel service at any time after the initial year, by providing iWorQ a 30-day written notice.

3.3 Data conversion

As part of the project setup, iWorQ provides a data conversion service. This service consists of importing data, sent by the Customer, in an electronic (relational database) format. iWorQ provides contact information and an upload site where the electronic data can be sent. Additional costs apply for data that does not meet the criteria listed above.

4. SERVICES and SUPPORT

4.1 Data ownership

All customer data remains the property of the customer. Customer can request data electronically or on disk, upon cancellation of Service Agreement. iWorQ will disburse data within 30 days of written notification.

4.2 FREE training

iWorQ provides FREE training and support. iWorQ provides webinars, phone support, written manuals, web videos, documentation and help files. Training is available to any Customer with a login.

4.3 FREE updates

All updates, bug fixes, and upgrades are FREE to the Customer. iWorQ is a web-based application. Customer only needs to login to get any updates to the applications.

4.4 FREE support

Customer support and training are FREE and available from 6:00 A.M. to 5:00 p.m. Mountain Standard Time.

4.5 FREE data back up

iWorQ does back-ups twice weekly and offsite once weekly.



4.6 Proprietary letters/forms

Letters and forms, including permits, certificates, or other documents must be owned by the customer and have a clear copyright.

4.7 Data upload and storage limits

Standard data plan includes uploads of up to 3 MB per file and 10 GB total storage. iWorQ offers a premium data plan available for an additional annual cost.

4.8 Software Terms and Limitations

The iWorQ Software is the proprietary information and a trade secret of iWorQ, Systems Inc. and this agreement grants no title or rights of ownership with the software. The software is protected by United States copyright laws and international copyright treaties, as well as other intellectual property laws. Customer shall not permit any user or other party to, (a) copy or otherwise reproduce, reverse engineer or decompile all or any part of the iWorQ Software, (b) make alterations to or modify the Software, (c) grant sublicenses, leases or other rights, or (d) permit any party access to the Licensed Software for purposes of programming against it.

5. SETUP & BILLING INFORMATION

5.1 Implementation information

Primary Contact(s) _____

Phone _____ Cell _____ Email _____

Additional Contact(s) _____

Phone _____ Cell _____ Email _____

5.2 Billing information

Billing Contact _____ Phone _____ Cell _____

Email _____ Prefer to receive invoice by email? Yes No

Billing Address _____

City _____ State _____ Zip _____

PO# _____ (if required) Tax exempt ID# _____

6. SIGNATURE

Signature of this Agreement is based on the understanding and acknowledgement of the terms and conditions stated within this Service Agreement.



(Phone)

(Mobile)

(Email)

(Signature)

(Print Name & Title)

(Date)



Reviewed by:  City Administrator
Public Works Director

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

Submitted by: Dan Newton, Public Works Director

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Dog Park Project Development

PRESENTED BY: Mike Wilson, City Administrator

SUMMARY: An anonymous donor has offered the City funding to construct a dog park within the City limits of the City of Susanville. The effort to identify an appropriate site for the park and develop the project has recently been renewed. City and County staff have met to discuss the feasibility of the County's Mesa Street property; however, developing a park at that location is proving to be cumbersome for a variety of reasons.

A suitable location for the dog park is the City's Sierra Road property that was originally purchased with a park grant. Due to the size of the proposed dog park and the modest design proposal, the Sierra Road property looks to be a practical location from a zoning, environmental, permitting, and construction perspective.

Staff would need to perform additional work to fully identify what will be involved in constructing the dog park and is requesting approval to expend \$2500 in park mitigation funds to reimburse public works staff for its time to assess the site and develop basic construction plans. Additionally, because this site is presently used for material and equipment storage by the City's parks and natural gas divisions, staff will be developing an overall site plan for Council's consideration and approval.

FISCAL IMPACT: Current request is \$2500 for plan development and site assessment; construction costs will be determined through this process.

ACTION REQUESTED: Motion authorizing the expenditure of \$2500 in park mitigation funds to reimburse public works staff time for plan development and site assessment, with the goal of constructing of a dog park at the City's Sierra Road property.

ATTACHMENTS: None.

Reviewed by: iw City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Purchase of Hangar #27 at the Susanville Municipal Airport

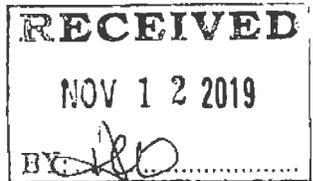
PRESENTED BY: Michael Wilson, City Administrator

SUMMARY: As part of the agreement between the City of Susanville and those currently owning hangars at the Susanville Municipal Airport, the City has first right of refusal when a current owner decides to sell his/her hangar. At this time, Gary & Judy Davis, owners of Hangar #27, submitted their official notice of intent to sell said hangar for the price of \$38,000.

FISCAL IMPACT: \$38,000 if purchased.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Official intent to sell from Gary & Judy Davis



November 6, 2019

City of Susanville
66 North Lassen Street
Susanville, Ca 96130

Gentlemen:

RE: Pending Sale of Hangar 27 @ Susanville Airport

We are currently the owners of Hangar 27 at the Susanville Airport and we have a buyer for it.

It is to be purchased by John Simlick and Amy White, 12702 Merritt Horning Road, Chico, Ca 95928. They are purchasing the hangar for \$38,000.00.

I believe we need to be put on an agenda in order to move along with the sale. Please let me know what the procedure is. Thank you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary Davis".

Gary Davis

A handwritten signature in cursive script, appearing to read "Judith A. Davis".

Judith A. Davis
10257 West Desert Hills Drive
Sun City, Az 85351
530-308-8135 (Gary)
530-304-9045 (Judy)
Email: judy@quailpoint.com

Reviewed by:  City Administrator

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

Submitted By: Quincy McCourt, Project Manager

Action Date: December 4, 2019

CITY COUNCIL AGENDA ITEM

SUBJECT: Fruit Growers Park update

PRESENTED BY: Quincy McCourt, Project Manager

SUMMARY: With the completion of the Riverside Park Improvement Project, we may now refer to the area as Fruit Growers Park! Community members feel safer at night, have already played basketball, enjoyed the new features, used the restroom and we've done away with the token box. We want to acknowledge the Department of Housing and Community Development for their grant and thank the following: Firstly, thank you to; the Community for your input, Billy and Erik for their surveying, Dan and his Public Works team for completing the drawings, the GTF for all of their back and forth with the consultant and Heidi and Debi for paying the bills and completing the CDBG reports. Thank you to Dow and Anthony for being on site and working with the Contractor to complete the project and to Adams Ashby for their guidance. Thank you to LMUD for the 15K contribution to the lighting management and safety upgrades. Finally, thank you to our local Impact Construction and their subcontractors. The entire Impact team was such a pleasure to work with. Their communication and customer service was a real treat and very refreshing. Their problem solving was not only needed but impressive. They put a custom touch on the finished product and we love it. Thank you!

FISCAL IMPACT: None.

**ACTION
REQUESTED:** None.

ATTACHMENTS: None.