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

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

Susanville City Council

SPECIAL MEETING ♦ Lassen County Fairgrounds ♦ Jensen Hall
May 20, 2020 – 3:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 20-5780

Next Ordinance No. 20-1026

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

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

- 3 **CLOSED SESSION:**
 - A CONFERENCE WITH LEGAL COUNSEL – Pursuant to Government Code Section 54956.9 Anticipated Litigation
 - B PUBLIC EMPLOYMENT—pursuant to Government Code §54957:
 1. Interim City Administrator
 2. City Attorney

- 4 **RETURN TO OPEN SESSION:** (recess if necessary)
 - *Reconvene in open session*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Councilmember Moore*
 - *Proclamations, awards or presentations by the City Council:*
 - **Public Works Week May 17-23, 2020**

- 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 Receive and file Finance reports for April 2020
- B Receive and file Golf Course Update for the period ending April 30, 2020
- C Approve **Resolution No. 20-5775** authorizing Traffic Safety Fund expenditure for the purchase of traffic safety equipment

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 206566 through 206637 for a total of \$279,552.12 including \$174,882.06 in payroll warrants
- B Consider approval of **Resolution No. 20-5770** accepting 2019 Global Fire Prevention Grant for purchase of Combustible Gas Detector
- C Consider approval of **Resolution No. 20-5774** authorizing rental charge to Natural Gas Fund for prior rental of the Sierra Road Property
- D Consider approval of **Resolution No. 20-5777** authorizing purchase of Street Sweeper for Public Works Division
- E Consider approval of **Resolution No. 20-5776** authorizing execution of contract with Axon Enterprise, Inc. for the purchase of TASERS
- F Consider purchase of Hangar #11 at the Susanville Municipal Airport
- G Approve **Resolution No. 20-5778** accepting receipt off donation in the amount of \$30,000 to fund a portion of the Sierra Road Dog Park

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 COVID-19 Report
- B Homeless Discussion
- C 2020 Weed Abatement Program
- D Public Works Update
- E Public Works Cady Springs Update
- F Susanville Indian Rancheria Update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

15 **ADJOURNMENT:**

- ***The next regular meeting of the Susanville City Council will be held on June 3, 2020 at 6:00 p.m.***

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.org, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for May 20, 2020 in the areas designated on May 15, 2020.



Gwenna MacDonald, City Clerk

PROCLAMATION
PROCLAIMING THE WEEK OF MAY 17-23, 2020 AS
“PUBLIC WORKS WEEK”

WHEREAS, public work services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, Public Works Professionals have a federally mandated role as “**first responders**” who in the early stages of an incident are responsible to protect and preserve life, property, evidence, and the environment; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as streets, water, natural gas, storm water drainage, and engineering; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, designs, and construction, is vitally dependent upon the efforts and skill of the public work personnel; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff the public works department is materially influenced by the people' s attitude and understanding of the importance of the work they perform; and

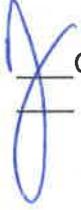
WHEREAS, the American Public Works Association has named the week of May 17-23 as National Public Works Week.

NOW THEREFORE, The City of Susanville hereby proclaims the week of May 17 through May 23, 2020 as " Public Works Week" in the City of Susanville, and I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing public work service and to recognize the contributions which public works personnel make every day to our health, safety, comfort and quality of life.

Dated: May 20, 2020

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

Reviewed by:  City Administrator
Finance

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

Submitted By: Deborah Savage, Finance Manager

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

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

FISCAL IMPACT: None

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

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

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 APRIL 30, 2020

COMBINED ACCOUNTS

9999-1011-002	TRI COUNTIES BANK	390,233.52
9999-1030-001	LAIF	15,570,606.02
		15,960,839.54
	TOTAL COMBINED CASH AND INVESTMENTS	15,960,839.54
9999-1000-000	CLAIM ON CASH	(15,960,839.54)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	17,238.26
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,640.50
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	113,311.08
1004	ALLOCATION TO GF-PANCERA	19,320.02
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,394,275.38
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	13,096.28
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	112,195.46
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	57,360.20
2001	ALLOCATION TO DOJ COPS (COMM. SER. OFF.)	1,076.49
2002	ALLOCATION TO STATE COPS	117,072.62
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	559,350.03
2006	ALLOCATION TO SNOW REMOVAL	(12,704.53)
2007	ALLOCATION TO STREETS & HIGHWAYS	132,897.65
2008	ALLOCATION TO TOBACCO GRANT	(104,657.78)
2010	ALLOCATION TO STREET MITIGATION	60,013.79
2011	ALLOCATION TO POLICE MITIGATION	22,796.48
2012	ALLOCATION TO FIRE MITIGATION	123,342.43
2013	ALLOCATION TO PARK DEDICATION FUND	155,601.66
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	1,431.84
2018	ALLOCATION TO HOME REVOLVING FUND	536,372.88
2030	ALLOCATION TO TRAFFIC SAFETY	58,890.35
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	84,214.43
2037	ALLOCATION TO SKYLINE BICYCLE LANE	10,214.84
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	(24,142.32)
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
4003	ALLOCATION TO CITY HALL	29,243.54
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	313,687.25
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	(15,100.68)
7110	ALLOCATION TO WATER SYSTEM	2,230,492.66
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	858,600.00
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	43,699.48
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	1,036,501.56
7201	ALLOCATION TO AIRPORT	(12,670.28)
7301	ALLOCATION TO GEOTHERMAL UTILITY	271,463.77
7202	ALLOCATION TO AIRPORT CIP FUND	44,189.78
7401	ALLOCATION TO NATURAL GAS	6,030,093.93
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	101,570.97
7610	ALLOCATION TO OPEB	3,923.39

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 APRIL 30, 2020

7530 ALLOCATION TO GOLF COURSE	(80,590.64)
7630 ALLOCATION TO RISK MANAGEMENT FUND	448,335.39
7650 ALLOCATION TO PAYROLL	(1,760.33)
8402 ALLOCATION TO LAFCO	41,168.41
8403 ALLOCATION TO SEC 125 & AFLAC	3,960.57
8404 ALLOCATION TO AIR POLLUTION	320,507.80
8405 ALLOCATION TO AIR POLLUTION-CARL MOYER	98,809.56
8406 ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(1,216,898.59)
8407 ALLOCATION TO AIR POLLUTION- CCI REDUCTION	17,646.82

ALLOCATIONS TO RESTRICTED FUNDS	15,840,005.37
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UNRESTRICTED FUNDS

1000 ALLOCATION TO GENERAL FUND	122,515.40
1009 ALLOCATION TO PUBLIC SAFETY POLICE	90,502.03
1010 ALLOCATION TO PUBLIC SAFETY FIRE	(92,183.26)

ALLOCATIONS TO UNRESTRICTED FUNDS	120,834.17
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TOTAL ALLOCATIONS TO OTHER FUNDS	15,960,839.54
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(15,960,839.54)

ZERO PROOF IF ALLOCATIONS BALANCE	.00
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TRI-COUNTIES BANK

		\$419,032.61
4/1/2020	\$7,133.46	\$426,166.07
4/1/2020	\$10,059.68	\$436,225.75
4/2/2020	\$19,721.23	\$455,946.98
4/2/2020	\$10,528.71	\$466,475.69
4/3/2020	\$27,130.89	\$493,606.58
4/3/2020	\$14,650.54	\$508,257.12
4/6/2020	\$70,042.98	\$578,300.10
4/6/2020	\$9,587.75	\$587,887.85
4/7/2020	-\$103,672.60	\$484,215.25
4/7/2020	-\$1,150.24	\$483,065.01
4/7/2020	-\$29,653.56	\$453,411.45
4/7/2020	-\$4,094.25	\$449,317.20
4/7/2020	-\$1,340.04	\$447,977.16
4/7/2020	-\$30,676.10	\$417,301.06
4/7/2020	-\$4,650.36	\$412,650.70
4/7/2020	\$40,860.48	\$453,511.18
4/7/2020	\$9,967.80	\$463,478.98
4/8/2020	\$28,444.95	\$491,923.93
4/8/2020	\$14,284.34	\$506,208.27
4/9/2020	\$33,381.03	\$539,589.30
4/9/2020	\$7,543.32	\$547,132.62
4/9/2020	-\$392,815.47	\$154,317.15
4/10/2020	\$38,453.27	\$192,770.42
4/10/2020	\$1,000.00	\$193,770.42
4/10/2020	\$2,133.34	\$195,903.76
4/10/2020	\$2,179.25	\$198,083.01
4/10/2020	\$2,684.57	\$200,767.58
4/10/2020	\$2,072.76	\$202,840.34
4/10/2020	\$2,114.24	\$204,954.58
4/10/2020	\$8,323.00	\$213,277.58
4/10/2020	\$288.39	\$213,565.97
4/10/2020	\$737.17	\$214,303.14
4/10/2020	\$2,238.74	\$216,541.88
4/10/2020	\$1,523.35	\$218,065.23
4/10/2020	\$46.93	\$218,112.16
4/10/2020	\$0.01	\$218,112.17
4/10/2020	-\$219.40	\$217,892.77
4/10/2020	-\$38.65	\$217,854.12
4/10/2020	\$12,694.90	\$230,549.02
4/10/2020	\$8,066.95	\$238,615.97
4/10/2020	-\$3,003.62	\$235,612.35
4/10/2020	-\$51.65	\$235,560.70
4/10/2020	-\$218.34	\$235,342.36
4/10/2020	-\$25.87	\$235,316.49
4/10/2020	-\$43,143.55	\$192,172.94
4/10/2020	-\$7,008.70	\$185,164.24
4/10/2020	-\$60.92	\$185,103.32
4/13/2020	\$164.00	\$185,267.32
4/13/2020	-\$281.83	\$184,985.49
4/13/2020	\$49,401.60	\$234,387.09
4/13/2020	\$6,583.97	\$240,971.06
4/14/2020	-\$3,237.28	\$237,733.78
4/14/2020	\$82.00	\$237,815.78
4/14/2020	-\$5,038.92	\$232,776.86

TRI-COUNTIES BANK

4/14/2020	-\$30,773.48		\$202,003.38
4/14/2020	-\$5,561.81		\$196,441.57
4/14/2020	-\$1,043.26		\$195,398.31
4/14/2020	-\$362.00		\$195,036.31
4/14/2020	-\$4,856.44		\$190,179.87
4/14/2020		\$14,836.22	\$205,016.09
4/14/2020		\$9,657.68	\$214,673.77
4/15/2020		\$4,769.35	\$219,443.12
4/15/2020		\$5,037.79	\$224,480.91
4/16/2020	-\$198,646.07		\$25,834.84
4/16/2020		\$10,726.38	\$36,561.22
4/16/2020		\$8,868.14	\$45,429.36
4/17/2020		\$6,222.72	\$51,652.08
4/17/2020	-\$7,416.46		\$44,235.62
4/17/2020		\$22,088.32	\$66,323.94
4/17/2020		\$12,024.16	\$78,348.10
4/17/2020	-\$86.18		\$78,261.92
4/17/2020		\$1,637.87	\$79,899.79
4/17/2020		\$489.24	\$80,389.03
4/17/2020		\$330.71	\$80,719.74
4/17/2020		\$3,963.22	\$84,682.96
4/17/2020		\$182.01	\$84,864.97
4/17/2020	-\$314.43		\$84,550.54
4/17/2020	-\$15.00		\$84,535.54
4/17/2020	-\$69.34		\$84,466.20
4/17/2020	-\$180.00		\$84,286.20
4/17/2020	-\$110.00		\$84,176.20
4/17/2020	-\$63,028.75		\$21,147.45
4/20/2020		\$99,721.58	\$120,869.03
4/20/2020		\$8,894.49	\$129,763.52
4/20/2020		\$300,000.00	\$429,763.52
4/21/2020	-\$105,484.84		\$324,278.68
4/21/2020	-\$2,278.92		\$321,999.76
4/21/2020	-\$31,513.24		\$290,486.52
4/21/2020	-\$4,491.31		\$285,995.21
4/21/2020	-\$3,972.00		\$282,023.21
4/21/2020	-\$1,376.89		\$280,646.32
4/21/2020	-\$31,158.40		\$249,487.92
4/21/2020	-\$80,451.00		\$169,036.92
4/21/2020	-\$1,003.88		\$168,033.04
4/21/2020	-\$342.40		\$167,690.64
4/21/2020	-\$437.70		\$167,252.94
4/21/2020	-\$10,367.76		\$156,885.18
4/21/2020		\$12,000.20	\$168,885.38
4/21/2020		\$12,460.63	\$181,346.01
4/22/2020		\$162.15	\$181,508.16
4/22/2020		\$44,223.62	\$225,731.78
4/22/2020		\$5,685.09	\$231,416.87
4/22/2020		\$360,000.00	\$591,416.87
4/23/2020	-\$545,400.88		\$46,015.99
4/23/2020		\$15,017.85	\$61,033.84
4/23/2020		\$5,313.22	\$66,347.06
4/24/2020	-\$568.42		\$65,778.64
4/24/2020		\$18,830.60	\$84,609.24
4/24/2020		\$7,778.36	\$92,387.60

TRI-COUNTIES BANK

4/24/2020		\$7,957.24	\$100,344.84
4/24/2020		\$401.71	\$100,746.55
4/24/2020		\$173.99	\$100,920.54
4/24/2020		\$3,154.88	\$104,075.42
4/24/2020		\$243.13	\$104,318.55
4/24/2020		\$788.73	\$105,107.28
4/24/2020		\$30,939.41	\$136,046.69
4/24/2020		\$103,138.73	\$239,185.42
4/24/2020	-\$95.40		\$239,090.02
4/24/2020	-\$20.00		\$239,070.02
4/24/2020	-\$40.00		\$239,030.02
4/27/2020		\$85,131.27	\$324,161.29
4/27/2020		\$6,767.93	\$330,929.22
4/28/2020		\$39.74	\$330,968.96
4/28/2020		\$645.97	\$331,614.93
4/28/2020		\$315.71	\$331,930.64
4/28/2020		\$49.80	\$331,980.44
4/28/2020		\$59.11	\$332,039.55
4/28/2020		\$128.27	\$332,167.82
4/28/2020		\$471.38	\$332,639.20
4/28/2020		\$728.15	\$333,367.35
4/28/2020		\$963.71	\$334,331.06
4/28/2020		\$1,635.89	\$335,966.95
4/28/2020		\$0.04	\$335,966.99
4/28/2020		\$6,209.05	\$342,176.04
4/28/2020		\$12,891.36	\$355,067.40
4/28/2020		\$104.95	\$355,172.35
4/29/2020		\$17,569.73	\$372,742.08
4/29/2020		\$4,662.22	\$377,404.30
4/30/2020	-\$63,826.74		\$313,577.56
4/30/2020	-\$2,238.40	\$44,440.99	\$355,780.15
4/30/2020		\$6,803.10	\$362,583.25
4/30/2020		\$405.99	\$362,989.24
4/30/2020		\$1,101.49	\$364,090.73
4/30/2020		\$26,292.01	\$390,382.74
4/30/2020		\$0.78	\$390,383.52
4/30/2020	-\$150.00		\$390,233.52

<i>s:/Debi/fund Balances Report</i>		Audited			Unaudited
		6/30/19	YTD	YTD	April
Fund #	Fund Title	Fund Balance	Revenue	Expenditures	Fund Balance
					4/30/2020
100X	General Fund	3,814,413	3,307,683	5,078,075	2,044,022
1009	Public Safety Police	0	2,491,284	2,391,027	100,257
1010	Public Safety Fire	0	1,238,097	1,330,823	(92,727)
2001	Asset Seizure Fund	0	1,076	0	1,076
2002	State COPS	80,821	119,815	83,564	117,072
2005	Road Maintenance & Rehab SB-1	440,359	258,180	111,307	587,233
2006	Snow Removal	17,463	37,682	30,317	24,828
2007	Streets	(101,387)	2,635,866	2,400,187	134,291
2008	DOJ Tobacco Grant	(44,774)	124,823	74,976	5,073
2010	Street Mitigation	52,986	7,028		60,014
2011	Police Mitigation	49,927	11,309	38,438	22,799
2012	Fire Mitigation	114,337	9,005		123,342
2013	Park Dedication	157,545	4,305	6,235	155,615
2016	State Comm. Dev. Rev.FD	864,971	(900)	10,424	853,648
2018	Home Revolving Fund	754,638	9,972	4,235	760,375
2030	Traffic Safety	57,198	1,694		58,893
2035	Traffic Signals Fund	83,033	1,219		84,251
2037	Skyline Bicycle Lane	9,476	740		10,216
2040	CDBG Riverside Drive Project	292,460	460,424	777,026	(24,142)
3015	City Hall Parking Lot	13,848			13,848
4003	City Hall Debt Service	52,245	114,980	137,981	29,244
4004	2013 CalPERS Refunding Loan	259,230	295,214	240,756	313,687
4005	Community Pool Debt Service	1,675	83,910	100,686	(15,101)
711X	Water Funds	4,267,499	4,557,165	4,322,427	4,502,237
720X	Airport	2,051,035	98,377	233,499	1,915,912
7301	Geothermal	565,445	81,534	83,019	563,960
740X	Natural Gas	1,267,259	4,178,970	3,342,569	2,103,659
7530	Golf Course	2,367,796	140,868	225,046	2,283,618
7620	PW Admin/Engineering	82,543	161,597	175,950	68,190
7630	Risk Management	460,602	685,046	683,771	461,876
8402	LAFCO	37,718	56,167	46,638	47,247
8404	Air Pollution	160,208	575,157	402,076	333,289
8405	Air Pollution - Carl Moyer	121,199	210,247	232,636	98,810
8406	IRWM - Management Group	(19,512)		1,231,367	(1,250,879)
8407	CCI Woodsmoke Reduction	3,868	102,274	88,495	17,647
TOTALS		18,336,120	22,060,809	23,883,550	16,513,379

Reviewed by:  Interim City Administrator

AGENDA ITEM NO. 6B

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

Submitted By: Deborah Savage, Finance Manager

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Golf Course Update

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for Council's review is the golf course corrected report of revenues, expenses and cash through April 30, 2020.

FISCAL IMPACT: None

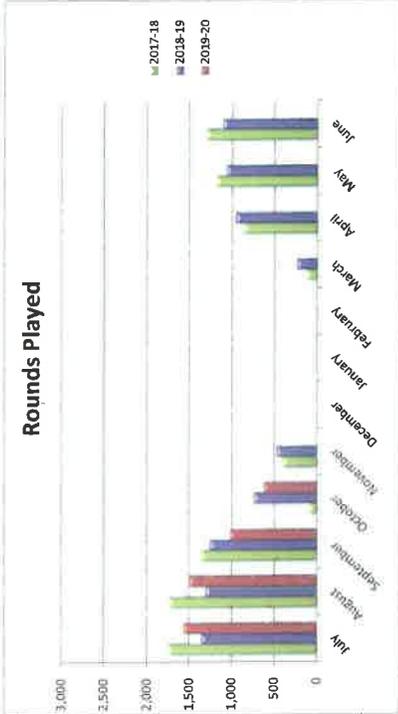
ACTION REQUESTED: Information only.

ATTACHMENTS: Monthly golf course report

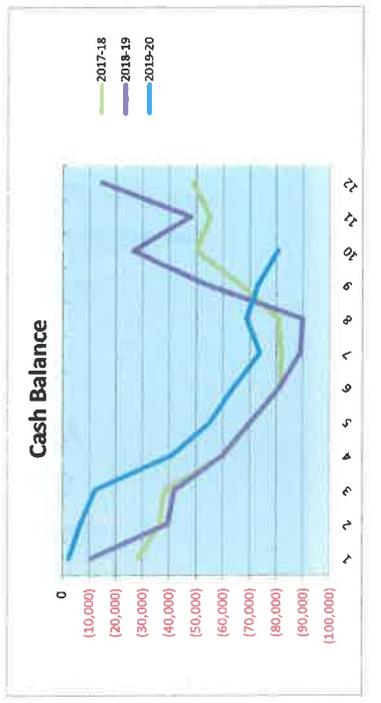
GOLF COURSE

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

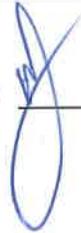
Winter Play does not include rounds played for annual members.
 * Golf Course Manager unable to verify rounds played due to computer software malfunction.



Cash Balance (\$) at month end	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
July	46,316	40,244	10,656	9,468	(28,199)	(10,356)	(2,192)
August	21,223	3,187	11,290	(2,596)	(36,537)	(39,409)	(6,529)
September	20,658	(16,159)	2,908	(5,031)	(38,173)	(41,816)	(12,090)
October	(1,610)	(39,909)	(16,418)	(20,889)	(60,027)	(59,679)	(40,775)
November	(15,142)	(52,457)	(33,946)	(35,325)	(70,614)	(70,264)	(55,322)
December	(22,109)	(58,501)	(45,052)	(41,821)	(81,379)	(81,163)	(63,815)
January	18,530	(25,397)	(45,959)	(56,650)	(81,869)	(88,963)	(73,632)
February	31,973	(8,634)	(19,234)	(60,401)	(80,829)	(89,811)	(68,672)
March	54,233	24,611	6,820	(39,487)	(66,530)	(53,858)	(72,907)
April	63,514	26,858	22,910	(33,331)	(49,776)	(26,455)	(80,591)
May	49,830	29,518	20,845	(15,976)	(54,943)	(47,780)	
June	47,143	52,336	20,526	(23,097)	(48,692)	(14,681)	
June Revised	47,143	52,336	20,526	(23,097)	0	0	5



- (1) - General Fund transferred \$244,886 to remove negative cash
- (2) Purchase Rough Mower \$10,200
- (3) Pump repair \$22,206 (\$34,980 in accounts payable booked in 2014-2015, cash out in 2015-2016)
- (4) City transferred \$48,692 to Golf Course to remove negative cash
- (5) City transferred \$14,680.88 to remove negative cash (Total transfer for year \$45,632.88)

Reviewed by:  Interim City Administrator

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

Submitted by: Ryan Cochran, Police Captain

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Traffic Safety Fund Access

PRESENTED BY: Ryan Cochran, Police Captain

SUMMARY: The Police Department is seeking permission purchase items that are directly related to Officer's duties/items related to traffic and traffic enforcement. These items are: radar units/repair/calibration, reflective flare devices and a stationary radar trailer unit.

Stalker II Moving Radar	\$2,641.19
DRU III Radar Trailer Unit	\$876.00
Reflective Flares	\$264.73

We are asking to access this account for up to \$3,800.00 for the remainder of the 2019/20 fiscal year.

FISCAL IMPACT: \$3,800 – Traffic Safety Fund

ACTION REQUESTED: Motion to approve Resolution No. 20-5775 authorizing expenditures in the Traffic Safety Fund and authorizing the Finance Manager to amend the 2019/20 Budget in the Traffic Safety Fund for \$3,800.00

ATTACHMENTS: Resolution No. 20-5775

RESOLUTION NO. 20-5775
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AGREEMENT FOR TRAFFIC SAFETY FUNDS

WHEREAS, the Susanville Police Department is responsible for traffic matters within the City of Susanville, including, but not limited to; traffic violation enforcement, traffic collision investigation, radar equipment upkeep, and

WHEREAS, based on these required duties, there is a need to access the Traffic Safety Fund to assist in the enforcement, prevention and education of Traffic Safety, and

WHEREAS, the Police Department is in need to replace a radar unit mounted in the stationary radar trailer and a handheld radar unit – both of which are in excess of 25 years old, and

WHEREAS, the Police Department is in need of reflective flare devices that are safer to use than traditional flares for the purpose of traffic direction, and

WHEREAS, the traffic safety fund's purpose is to help with traffic related matters, and

WHEREAS, it is determined that this authorization enables the Police Department utilize these funds for items deemed to be related to traffic matters.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville authorizes the Police Department to access the funds totaling \$3,800.00 located in the Traffic Safety Fund and Finance Manager to amend the 2019/20 budget to reflect this authorization.

APPROVED: _____
Mendy Schuster, 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 20th day of May, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

DRU III

OEM Directional RADAR Unit



This flexible directional RADAR easily integrates with a variety of speed solutions - from speed awareness to the sports field. Now with 5 year warranty.

Flexible Design

- Directional K-band RADAR
- Small package is ideal for system integration such as speed trailers, speed displays and other speed measurement applications
- Designed for maximum flexibility and ease of use
- Small size and ultra-low power consumption are ideal for battery powered devices
- Quickly programmed for 5 preselected output protocols to easily replace corrective radar
- Uses a configurable RS 232 output signal, optional RS 422
- Track targets approaching, receding, or both
- Provides longer 2 second tracking history with a hang time
- Sports mode allows quick acquisition time and only a 1/2 second target hang time range
- 5 range settings (signal to noise ratio adjustment)

Features and Options

- Digital Signal Processing (DSP) directional radar
- Easily mounted inside OEM equipment such as trailers and pole mounted speed displays
- Waterproof housing
- Convenient single cable for power and data
- Dual color LED indicates RADAR status and strongest target direction

Available Configurations

- DRU III OEM Kit: Use in OEM displays and trailers requiring directional RADAR
- DRU III SlimLine: Perfect for mounting inside low profile speed signs
- DRU III Railroad OEM radar



Front

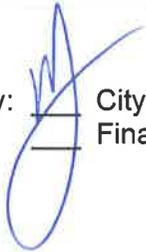


Rear

Speed measurement applications

Easily programmable

Industry leading, low power design

Reviewed by:  City Administrator
Finance Manager

AGENDA ITEM NO. 9A

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated March 25, 2020 through May 8, 2020 numbered 206566 through 206637.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$104,670.06 plus \$174,882.06 in payroll warrants, for a total of \$279,552.12.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES- PARKS	463623	1	1000-452-20-46	SUPPLIES-GENERAL	139.41	139.41
Total 463623:											
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	464480	1	2007-431-20-46	SUPPLIES-GENERAL	23.14	23.14
Total 464480:											
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES-GEO	464608	1	7301-430-52-46	SUPPLIES-GENERAL	77.21	77.21
Total 464608:											
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES COVID-19-FD	464643	1	1010-422-10-46	SUPPLIES- GENERAL	38.19	38.19
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES- FD	464643	2	1010-422-10-44	FACILITY -REPAIR & MAINTENA	62.71	62.71
Total 464643:											
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES-FD	464698	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	24.12	24.12
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES-FD	464698	2	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	3.85	3.85
Total 464698:											
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES-GAS	464720	1	7401-430-62-46	SUPPLIES-GENERAL	20.24	20.24
Total 464720:											
04/20	04/30/2020	206567	76	BILLINGTON ACE HARD	SUPPLIES- STREETS	465112	1	2007-431-20-46	SUPPLIES-GENERAL	6.75	6.75
Total 465112:											
04/20	04/30/2020	206568	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVLFD 040120	1	1010-422-10-44	DISPOSAL	192.44	192.44
Total SVLFD 040120:											
04/20	04/30/2020	206569	9980		REFUND GAS DEPOSIT	10119400230	1	7401-2228-000	DEPOSITS-CUSTOMER	66.84	66.84

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 4/30/2020 - 4/30/2020

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 10119400230:											
04/20	04/30/2020	206570	116	CASHMAN EQUIPMENT C	RPR & MAINT- GAS	INPS3130034	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	387.99	387.99
Total INPS3130034:											
04/20	04/30/2020	206570	116	CASHMAN EQUIPMENT C	RPR & MAINT- GAS	INPS3130744	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	488.08	488.08
Total INPS3130744:											
04/20	04/30/2020	206571	161	CSK AUTO INC	SUPPLIES-WATER	274023387	1	7110-430-42-44	REPAIR AND MAINTENANCE-VE	80.67	80.67
Total 274023387:											
04/20	04/30/2020	206571	161	CSK AUTO INC	SUPPLIES-GAS	2740233420	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	17.12	17.12
04/20	04/30/2020	206571	161	CSK AUTO INC	SUPPLIES-WATER	2740233420	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	17.11	17.11
04/20	04/30/2020	206571	161	CSK AUTO INC	SUPPLIES-STREETS	2740233420	3	2007-431-20-44	REPAIR AND MAINTENANCE-VE	17.12	17.12
Total 2740233420:											
04/20	04/30/2020	206571	161	CSK AUTO INC	SUPPLIES-GAS	2740234309	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	46.46	46.46
Total 2740234309:											
04/20	04/30/2020	206571	161	CSK AUTO INC	SUPPLIES-STREETS	2740234310	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	31.94	31.94
Total 2740234310:											
04/20	04/30/2020	206572	194	DIAMOND SAW SHOP IN	SUPPLIES-STREETS	17681	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	198.57	198.57
Total 17681:											
04/20	04/30/2020	206573	1260	DIRECTV INC	CABLE- GC	37362717933	1	7530-451-52-45	COMMUNICATIONS	199.97	199.97
Total 37362717933:											
04/20	04/30/2020	206574	8178	DOWNTOWN FORD SALE	GAS VEHICLE	314407	1	7401-430-63-47	VEHICLES	48,707.38	48,707.38

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 314407:											
04/20	04/30/2020	206575	1484	EDGES ELECTRICAL GR	SUPPLIES-PARK	S4928955.001	1	1000-452-20-46	SUPPLIES-GENERAL	48,707.38	48,707.38
Total S4928955.001:											
04/20	04/30/2020	206576	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	071854A	1	7110-430-42-43	TECHNICAL SVCS	236.10	236.10
Total 071854A:											
04/20	04/30/2020	206576	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	072104A	1	7110-430-42-43	TECHNICAL SVCS	95.00	95.00
Total 072104A:											
04/20	04/30/2020	206576	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	072177A	1	7110-430-42-43	TECHNICAL SVCS	147.00	147.00
Total 072177A:											
04/20	04/30/2020	206577	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 041020	1	7401-430-62-45	COMMUNICATIONS	42.91	42.91
Total 1182 041020:											
04/20	04/30/2020	206577	265	FRONTIER	252-1182 SCADA - WATER	2-1182 041020	1	7110-430-42-45	COMMUNICATIONS	306.30	306.30
Total 2-1182 041020:											
04/20	04/30/2020	206577	265	FRONTIER	257-2845 U/B ROLL OVER	2845 041520	1	7620-430-10-45	COMMUNICATIONS	93.70	93.70
Total 2845 041520:											
04/20	04/30/2020	206577	265	FRONTIER	257-4725-FAX	4725 041520	1	1000-419-10-45	COMMUNICATIONS	61.45	61.45
04/20	04/30/2020	206577	265	FRONTIER	257-4725 CITY HALL FAX	4725 041520	2	1000-417-10-45	COMMUNICATIONS	61.45	61.45
Total 4725 041520:											
04/20	04/30/2020	206578	9854	GAFCON INC.	CADY SPRING PROJECT	38301	1	7110-430-44-44	CONSTRUCTION SERVICES	156.29	156.29

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
Total 38301:											
04/20	04/30/2020	206578	9854	GAFCON INC.	CADY SPRING PROJECT	38303	1	7110-430-44-44	CONSTRUCTION SERVICES	156.29	156.29
Total 38303:											
04/20	04/30/2020	206579	756	W.W. GRAINGER INC	SUPPLIES-GAS	809007388	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	1,820.50	1,820.50
Total 809007388:											
04/20	04/30/2020	206580	8031		TR EX BANNING CA 5/3/20-5/8/2	042820	1	1009-421-13-45	TRAINING	702.90	702.90
Total 042820:											
04/20	04/30/2020	206581	1075	INDEPENDENT ELECTRI	SUPPLIES-GAS	S104668345.001	1	7401-430-62-46	SUPPLIES-GENERAL	363.00	363.00
Total S104668345.001:											
04/20	04/30/2020	206581	1075	INDEPENDENT ELECTRI	SUPPLIES-GAS	S104668345.002	1	7401-430-62-46	SUPPLIES-GENERAL	452.39	452.39
Total S104668345.002:											
04/20	04/30/2020	206582	335	J.W. WOOD CO INC	SUPPLIES-GAS	S116037	1	7401-430-62-46	SUPPLIES-GENERAL	41.80	41.80
Total S116037:											
04/20	04/30/2020	206582	335	J.W. WOOD CO INC	SUPPLIES-WATER	S116042	1	7110-430-44-44	CONSTRUCTION SERVICES	41.80	41.80
Total S116042:											
04/20	04/30/2020	206582	335	J.W. WOOD CO INC	SUPPLIES-WATER	S116141	1	7110-430-42-46	SUPPLIES-GENERAL	5.61	5.61
Total S116141:											
04/20	04/30/2020	206582	335	J.W. WOOD CO INC	SUPPLIES-GC	S116215	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	91.66	91.66
Total S116215:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
04/20	04/30/2020	206582	335	J.W. WOOD CO INC	SUPPLIES- GC	S116345	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	6.81	6.81
Total S116345:											
04/20	04/30/2020	206583	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	349868	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	6.95	6.95
04/20	04/30/2020	206583	411	LASSEN MOTOR PARTS	SUPPLIES-WATER	349868	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	6.96	6.96
04/20	04/30/2020	206583	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	349868	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	6.95	6.95
Total 349868:											
04/20	04/30/2020	206583	411	LASSEN MOTOR PARTS	SUPPLIES- FD	350407	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	15.34	15.34
Total 350407:											
04/20	04/30/2020	206583	411	LASSEN MOTOR PARTS	SUPPLIES- FD	350420	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	4.28	4.28
Total 350420:											
04/20	04/30/2020	206584	417	LASSEN VETERINARY H	SUPPLIES-PD	146597	1	1009-421-10-46	SUPPLIES-GENERAL	236.00	236.00
Total 146597:											
04/20	04/30/2020	206585	437	LMUD	1505 MAIN ST	2876 032520	1	1010-422-10-46	ELECTRICITY	770.49	770.49
Total 2876 032520:											
04/20	04/30/2020	206586	1508	MAIN STREET LUBE	REPAIR & MAINT-PD	14456	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	52.21	52.21
Total 14456:											
04/20	04/30/2020	206587	9961		REFUND GAS DEPOSIT	10239950013	1	7401-2228-000	DEPOSITS-CUSTOMER	43.74	43.74
Total 10239950013:											
04/20	04/30/2020	206588	467	METER VALVE & CONTR	CREDIT-GAS	16568	1	7401-430-62-46	SUPPLIES-GENERAL	284.70-	284.70-
Total 16568:											
04/20	04/30/2020	206588	467	METER VALVE & CONTR	SUPPLIES- GAS	17904	1	7401-430-62-46	SUPPLIES-GENERAL	462.90	462.90

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 17904:											
04/20	04/30/2020	206589	9456	NUTRIEN AG SOLUTIONS	SUPPLIES-GC	417297080	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	462.90	462.90
Total 417297080:											
04/20	04/30/2020	206590	572	QUILL CORPORATION	OFFICE SUPPLIES	6178336	1	1000-415-10-46	SUPPLIES-GENERAL	670.00	670.00
Total 6178336:											
04/20	04/30/2020	206590	572	QUILL CORPORATION	OFFICE SUPPLIES	6387984	1	1000-415-10-46	SUPPLIES-GENERAL	375.51	375.51
Total 6387984:											
04/20	04/30/2020	206591	9295	TAMCO CAPITAL CORP	COMMUNICATION-FD	5009852702	1	1010-422-10-45	COMMUNICATIONS	262.77	262.77
Total 5009852702:											
04/20	04/30/2020	206591	9295	TAMCO CAPITAL CORP	COMMUNICATIONS-PW	5010002053	1	7620-430-10-45	COMMUNICATIONS	939.52	939.52
Total 5010002053:											
04/20	04/30/2020	206592	1141	THOMPSON GARAGE DO	SERVICED DOOR-PW	126176	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	420.30	420.30
Total 126176:											
04/20	04/30/2020	206592	1141	THOMPSON GARAGE DO	REPAIR & MAINT-FD	126177	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	191.65	191.65
Total 126177:											
04/20	04/30/2020	206593	9717	TIAA COMMERCIAL FINA	COPIER-PW	7128507	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	342.15	342.15
Total 7128507:											
04/20	04/30/2020	206596	728	U S POSTMASTER	UB BILLING WATER	43020	1	7110-430-42-46	POSTAGE	533.16	533.16
04/20	04/30/2020	206596	728	U S POSTMASTER	UB BILLING GAS	43020	2	7401-430-62-46	POSTAGE	274.66	274.66

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 43020:											
04/20	04/30/2020	206594	770	WESTERN NEVADA SUP	SUPPLIES-GC	6382583653	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	807.82	807.82
Total 6382583653:											
04/20	04/30/2020	206594	770	WESTERN NEVADA SUP	SUPPLIES-STREETS	68266993	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	633.13	633.13
Total 68266993:											
04/20	04/30/2020	206594	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68268401	1	7110-430-44-44	CONSTRUCTION SERVICES	7.06	7.06
Total 68268401:											
04/20	04/30/2020	206594	770	WESTERN NEVADA SUP	SUPPLIES-PW	68273077	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	46.61	46.61
Total 68273077:											
04/20	04/30/2020	206594	770	WESTERN NEVADA SUP	SUPPLIES-GC	68280406	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	57.49	57.49
Total 68280406:											
04/20	04/30/2020	206595	664	YOUR H2O PRO	REPAIR & MAINT-GC	2190	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	710.00	710.00
Total 2190:											
Grand Totals:										63,826.74	63,826.74

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
05/20	05/07/2020	206606	21	AIRGAS USA, LLC	CHLORINE- WATER	9100396395	1	7110-430-42-46	SUPPLIES-GENERAL	363.56	363.56
Total 9100396395:											
05/20	05/07/2020	206607	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER- PAR	04-301	1	1000-452-20-43	TECHNICAL SVCS	603.95	603.95
Total 04-301:											
05/20	05/07/2020	206608	696	ANSORGE, INC DBA TEC	MONTHLY MAINT. FEE TO ASSE	1864	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1864:											
05/20	05/07/2020	206609	44	ARAMARK UNIFORM SER	CUSTODIAL SUPPLIES-PW	637424548	1	7620-430-10-44	LINEN SERVICE	37.82	37.82
Total 637424548:											
05/20	05/07/2020	206609	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-STREETS	637424549	1	2007-431-20-44	LINEN SERVICE	55.67	55.67
Total 637424549:											
05/20	05/07/2020	206609	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-GAS	637424550	1	7401-430-62-44	LINEN SERVICES	52.17	52.17
Total 637424550:											
05/20	05/07/2020	206609	44	ARAMARK UNIFORM SER	UNIFORM SERVICE-WATER	637424551	1	7110-430-42-44	LINEN SERVICE	31.44	31.44
Total 637424551:											
05/20	05/07/2020	206610	1231	ASBURY ENVIRONMENT	OIL-STREETS	1500-0051709	1	2007-431-20-44	REPAIR AND MAINTENANCE-VE	40.00	40.00
05/20	05/07/2020	206610	1231	ASBURY ENVIRONMENT	OIL-GAS	1500-0051709	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	40.00	40.00
05/20	05/07/2020	206610	1231	ASBURY ENVIRONMENT	OIL-WATER	1500-0051709	3	7110-430-42-44	REPAIR AND MAINTENANCE-VE	40.00	40.00
Total 1500-0051709:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-GC	463572	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	20.92	20.92

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 463572:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-GC	464185	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	20.92	20.92
Total 464185:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-FD	465040	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	30.22	30.22
Total 465040:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-FD	465120	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	4.33	4.33
Total 465120:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-GAS	465127	1	7401-430-62-46	SUPPLIES-GENERAL	15.68	15.68
Total 465127:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-GAS	465156	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	373.43	373.43
Total 465156:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-FD	465235	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	9.62	9.62
Total 465235:											
05/20	05/07/2020	206611	76	BILLINGTON ACE HARD	SUPPLIES-WATER	465338	1	7110-430-42-46	SUPPLIES-GENERAL	5.30	5.30
Total 465338:											
05/20	05/07/2020	206612	148	COMPUTER LOGISTICS	TECHNICAL SERVICES	81433	1	1000-417-10-43	TECHNICAL SVCS	1,666.67	1,666.67
Total 81433:											
05/20	05/07/2020	206612	148	COMPUTER LOGISTICS	TECHNICAL SERVICES-FD	81433	2	1010-422-10-43	TECHNICAL SVCS	175.44	175.44
Total 81433.:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
05/20	05/07/2020	206612	148	COMPUTER LOGISTICS	TECHNICAL SERVICES-PD	81433..	3	1009-421-10-43	TECHNICAL SERVICES	1,929.82	1,929.82
Total 81433...:											
05/20	05/07/2020	206612	148	COMPUTER LOGISTICS	TECHNICAL SERVICES-PW	81433...	4	7620-430-10-43	TECHNICAL SVCS	1,228.07	1,228.07
Total 81433...:											
05/20	05/07/2020	206613	152	COUSO TECHNOLOGY &	WEBSITE MAINT	2465	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 2465:											
05/20	05/07/2020	206614	161	CSK AUTO INC	SUPPLIES-GAS	2740234813	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	2.71	2.71
05/20	05/07/2020	206614	161	CSK AUTO INC	SUPPLIES-STREETS	2740234813	2	2007-431-20-44	REPAIR AND MAINTENANCE-VE	2.71	2.71
05/20	05/07/2020	206614	161	CSK AUTO INC	SUPPLIES-WATER	2740234813	3	7110-430-42-44	REPAIR AND MAINTENANCE-VE	2.71	2.71
Total 2740234813:											
05/20	05/07/2020	206615	219	ED STAUB & SONS PETR	6820 GAL UNLEADED	2181518	1	1000-1410-001	INVENTORIES-GASOLINE	9,405.30	9,405.30
Total 2181518:											
05/20	05/07/2020	206615	219	ED STAUB & SONS PETR	99.66 GAL PROPANE-AIRPORT	2332107	1	7201-430-81-46	PROPANE	165.47	165.47
Total 2332107:											
05/20	05/07/2020	206616	241	FEATHER PUBLISHING C	ADVERTISEMENT	7917	1	1000-416-10-45	ADVERTISING	353.50	353.50
Total 7917:											
05/20	05/07/2020	206617	265	FRONTIER	257-1057-FAX PW	1057 042020	1	7620-430-10-45	COMMUNICATIONS	180.30	180.30
Total 1057 042020:											
05/20	05/07/2020	206617	265	FRONTIER	257-5603 POLICE	5603 041020	1	1009-421-10-45	COMMUNICATIONS	791.60	791.60
Total 5603 041020:											
05/20	05/07/2020	206618	756	W.W. GRAINGER INC	REPAIR & MAINT-PW	9515697556	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	13.19	13.19

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 9515697556:											
05/20	05/07/2020	206619	313	HI-TECH EMERGENCY	RPR & MAINT-FD	167194	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	13.19	13.19
Total 167194:											
05/20	05/07/2020	206620	335	J.W. WOOD CO INC	SUPPLIES-GAS	S116367	1	7401-430-62-46	SUPPLIES-GENERAL	304.04	304.04
Total S116367:											
05/20	05/07/2020	206621	337	JACKSON LEWIS P.C	PROFESSIONAL SERVICES	7535517	1	1000-412-10-43	PROFESSIONAL SVCS	35.08	35.08
Total 7535517:											
05/20	05/07/2020	206622	341		RETURN OF DEPOSIT 875 PL	050520	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	944.00	944.00
Total 050520:											
05/20	05/07/2020	206623	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	226392	1	7620-430-10-44	CUSTODIAL	704.00	704.00
Total 226392:											
05/20	05/07/2020	206624	372	KRONICK, MOSKOVITZ	PROFESSIONAL SERVICES	297425	1	1000-412-10-43	PROFESSIONAL SVCS	328.00	328.00
Total 297425:											
05/20	05/07/2020	206625	374	L N CURTIS & SONS	SAFETY EQUIPMENT-FD	558314	1	1010-422-10-46	SUPPLIES- SAFETY ITEMS	3,888.00	3,888.00
Total 558314:											
05/20	05/07/2020	206625	374	L N CURTIS & SONS	REPAIR & MAINT-FD	INV382938	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	5,840.14	5,840.14
Total INV382938:											
05/20	05/07/2020	206626	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	144404	1	7110-430-42-44	DISPOSAL	32.48	32.48
Total 144404:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
05/20	05/07/2020	206627	437	LMUD	AIRPORT VAS LIGTHS	10108 042520	1	7201-430-81-46	ELECTRICITY	118.77	118.77
Total 10108 042520:											
05/20	05/07/2020	206627	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 042520	1	7530-451-52-46	ELECTRICITY	260.83	260.83
Total 122907 042520:											
05/20	05/07/2020	206627	437	LMUD	GOLF COURSE PUMP STATION	122910 042520	1	7530-451-52-46	ELECTRICITY	370.69	370.69
Total 122910 042520:											
05/20	05/07/2020	206627	437	LMUD	GOLF COURSE PUMP HOUSE	132052 042520	1	7530-451-52-46	ELECTRICITY	29.51	29.51
Total 132052 042520:											
05/20	05/07/2020	206627	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 042520	1	7530-451-52-46	ELECTRICITY	175.30	175.30
Total 144281 042520:											
05/20	05/07/2020	206627	437	LMUD	SOUTH ST ROOSEVELT AREA L	1744 042520	1	1000-452-20-46	ELECTRICITY	8.64	8.64
Total 1744 042520:											
05/20	05/07/2020	206627	437	LMUD	RIVERSIDE PARK LIGHTS	1999 042520	1	1000-452-20-46	ELECTRICITY	65.05	65.05
Total 1999 042520:											
05/20	05/07/2020	206627	437	LMUD	LITTLE LEAGUE AREA LIGHTS-	3522 042520	1	1000-452-20-46	ELECTRICITY	57.37	57.37
Total 3522 042520:											
05/20	05/07/2020	206627	437	LMUD	105 S ASH STREET	412864 042520	1	1000-452-20-46	ELECTRICITY	137.57	137.57
Total 412864 042520:											
05/20	05/07/2020	206627	437	LMUD	AIRPORT LOT 5	51908 042520	1	7201-430-81-46	ELECTRICITY	26.80	26.80

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 51908 042520:											
05/20	05/07/2020	206627	437	LMUD	AIRPORT HANGER 6	54333 042520	1	7201-430-81-46	ELECTRICITY	26.80	26.80
Total 54333 042520:											
05/20	05/07/2020	206627	437	LMUD	925 SIERRA RD SPORTS CTR	60453 042520	1	1000-452-20-46	ELECTRICITY	29.21	29.21
Total 60453 042520:											
05/20	05/07/2020	206627	437	LMUD	AIRPORT OFFICE	7146 042520	1	7201-430-81-46	ELECTRICITY	516.03	516.03
Total 7146 042520:											
05/20	05/07/2020	206627	437	LMUD	AIRPORT GAS PUMP	7154 042520	1	7201-430-81-46	ELECTRICITY	33.94	33.94
Total 7154 042520:											
05/20	05/07/2020	206627	437	LMUD	GOLF COURSE CLUB HOUSE	7394 042520	1	7530-451-52-46	ELECTRICITY	96.92	96.92
Total 7394 042520:											
05/20	05/07/2020	206627	437	LMUD	GOLF COURSE CART BARN 2	7400 042520	1	7530-451-52-46	ELECTRICITY	31.46	31.46
Total 7400 042520:											
05/20	05/07/2020	206627	437	LMUD	GOLF COURSE BARN 1 & 3	9312 042520	1	7530-451-52-46	ELECTRICITY	25.00	25.00
Total 9312 042520:											
05/20	05/07/2020	206627	437	LMUD	RIVERSIDE PARK LIGHTS	9501 042520	1	1000-452-20-46	ELECTRICITY	47.70	47.70
Total 9501 042520:											
05/20	05/07/2020	206628	452	MARTIN SECURITY SYST	115 WEATHERLOW SECURITY	036407	1	1000-451-80-43	TECHNICAL SVCS	66.00	66.00
05/20	05/07/2020	206628	452	MARTIN SECURITY SYST	115 WEATHERLOW SECURITY	036407	2	1000-1430-105	PREPAID - OTHER	33.00	33.00

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 036407:											
05/20	05/07/2020	206628	452	MARTIN SECURITY SYST	470-895 CIRCLE DR PROSHOP	036507	1	7530-451-50-43	TECHNICAL SVCS	99.00	99.00
Total 036507:											
05/20	05/07/2020	206628	452	MARTIN SECURITY SYST	CITY HALL SECURITY	036536	1	1000-417-10-43	TECHNICAL SVCS	73.00	73.00
05/20	05/07/2020	206628	452	MARTIN SECURITY SYST	75 WEATHERLOW SECURITY	036536	2	1000-452-20-43	TECHNICAL SVCS	40.00	40.00
Total 036536:											
05/20	05/07/2020	206629	824	OFFICE DEPOT, INC	OFFICE SUPPLIES	478494222001	1	1000-411-10-46	SUPPLIES-GENERAL	60.04	60.04
Total 478494222001:											
05/20	05/07/2020	206630	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 19	58020 043020	1	1000-417-10-45	COMMUNICATIONS	840.00	840.00
Total 58020 043020:											
05/20	05/07/2020	206631	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	6475059	1	1010-422-10-46	SUPPLIES-JANITORIAL	77.84	77.84
05/20	05/07/2020	206631	572	QUILL CORPORATION	POSTAGE-FD	6475059	2	1010-422-10-46	POSTAGE	32.16	32.16
Total 6475059:											
05/20	05/07/2020	206631	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	6475590	1	1010-422-10-46	SUPPLIES-JANITORIAL	25.72	25.72
Total 6475590:											
05/20	05/07/2020	206631	572	QUILL CORPORATION	SUPPLIES COVID-19-FD	6500273	1	1010-422-10-46	SUPPLIES-GENERAL	143.89	143.89
Total 6500273:											
05/20	05/07/2020	206631	572	QUILL CORPORATION	JANITORIAL SUPPLIES- FD	6511139	1	1010-422-10-46	SUPPLIES-JANITORIAL	38.36	38.36
Total 6511139:											
05/20	05/07/2020	206632	582	RAY MORGAN CO INC	BASE RATE CHARGE-FD	2944757	1	1010-422-10-44	RENT & LEASES EQUIP & VEHI	135.81	135.81

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 2944757:											
05/20	05/07/2020	206633	590	RENO HYDRAULICS & R	REPAIR & MAINT-FD	64166-C	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	1,897.07	1,897.07
Total 64165-C:											
05/20	05/07/2020	206633	590	RENO HYDRAULICS & R	REPAIR & MAINT-FD	64166-C	1	1010-422-10-44	VEHICLE - REPAIR & MAINTENA	1,897.07	1,897.07
Total 64166-C:											
05/20	05/07/2020	206634	1263	THE HARTFORD	MUSEUM ARTIFACTS 5/15/20-5/	13326281 042220	1	7630-1430-102	PREPAID INSURANCE PREMIU	366.68	366.68
05/20	05/07/2020	206634	1263	THE HARTFORD	MUSEUM ARTIFACTS 5/15/20-5/	13326281 042220	2	7630-411-40-45	INSURANCE MUSEUM	183.32	183.32
Total 13326281 042220:											
05/20	05/07/2020	206635	1141	THOMPSON GARAGE DO	SERVICED DOORS-PD	126178	1	1009-421-10-44	FACILITY-REPAIR & MAINTENA	301.65	301.65
Total 126178:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES- WATER	68259708	1	7110-430-44-44	CONSTRUCTION SERVICES	88.08	88.08
Total 68259708:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES-GAS	68265381	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	819.12	819.12
Total 68265381:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES-GAS	68265382	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	180.34	180.34
Total 68265382:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68266568	1	7110-430-42-46	SUPPLIES-GENERAL	17.29	17.29
Total 68266568:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68275282	1	7110-430-42-46	SUPPLIES-GENERAL	315.32	315.32

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 68275282:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES-WATER	68286662	1	7110-430-42-46	SUPPLIES-GENERAL	315.32	315.32
Total 68286662:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES- WATER	68287171	1	7110-430-42-46	SUPPLIES-GENERAL	3.37	3.37
Total 68287171:											
05/20	05/07/2020	206636	770	WESTERN NEVADA SUP	SUPPLIES- GAS	68290745	1	7401-430-62-46	SUPPLIES-GENERAL	20.33	20.33
Total 68290745:											
05/20	05/07/2020	206637	1378	ZITO MEDIA	CABLE-FD	356225062 042720	1	1010-422-10-45	COMMUNICATIONS	27.38	27.38
Total 356225062 042720:											
Grand Totals:										40,443.32	40,443.32

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
05/20	05/01/2020	206597	550	PETTY CASH	GOLF COURSE STARTING CAS	050120	1	7530-1012-004	PETTY CASH - GOLF COURSE	400.00	400.00
Total 050120:											400.00
Grand Totals:											400.00

AGENDA ITEM NO. 9B

Reviewed by:  City Administrator
 Finance

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 20-5770 accepting the 2019 FM Global Fire Prevention Grant, and authorizing Finance division to increase the Fire Department budget accordingly for purchase of Combustible Gas Detector

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: November of 2019 the Fire Department applied for a FM Global Fire Prevention Grant to purchase an electronic hydrocarbon and accelerant detectors. On March 30th 2020 we received notification that our grant application has been selected.

The Fire Department requested 1 HXG-3P Combustible Gas Leak Detector with pump and calibration kit, for the amount of \$1,197.00.

FISCAL IMPACT: Increase in appropriations of \$1,197.00 to be funded through FM Global Fire Prevention Grant with no City matching funds required.

ACTION REQUESTED: Motion to approve Resolution No. 20-5770 authorizing expenditures of Fire Department Reserve funds for the purchase of replacement Combustible Gas Leak Detector, and authorizing the Finance division to increase the Fire Departments revenue and expenses budget accordingly for the purchase of electronic hydrocarbon and accelerant detector.

ATTACHMENTS: Resolution No. 20-5770
FM Global Grant Award Letter

RESOLUTION NUMBER 20-5770
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING GRANT FUNDING OFFERED THROUGH FM GLOBAL FIRE
PREVENTION GRANT FOR COMBUSTIBLE GAS DETECTOR

WHEREAS, the Susanville Fire Department was successful in receiving a grant from FM Global Fire Prevention in the amount of \$1,197.00; and

WHEREAS, the grant will allow the Fire Department to purchase 1 HXG-3P Combustible Gas Leak Detector with pump and calibration kit, in the amount of \$1,197.00; and

WHEREAS, this grant will provide the Susanville Fire Department with a valuable gas detector that will provide accurate data in the field; and

WHEREAS, there is no matching fund requirement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville hereby accepts the Grant from FM Global Fire Prevention, and authorizes the finance division to increase Fire Department revenue and expense budget in the amount of \$1,197.00.

APPROVED: _____
Mendy Schuster, 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 20th day of May, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
City Attorney



March 30, 2020

Chief Moore
Susanville Fire Department
1505 Main St
Susanville, California 96130-4427
United States

Dear Chief Moore:

Congratulations. Your grant application for an FM Global fire prevention grant stood out among the hundreds we received, and we will be funding \$1197 for the purchase of an electronic hydrocarbon and accelerant detectors. We hope the additional funding will help to strengthen your efforts to ultimately, and more effectively prevent fire—the leading cause of property destruction worldwide.

In the coming weeks, you will be contacted by an FM Global representative to set up a formal presentation. In the meantime, award checks will be mailed in April to your attention at the address above. Please feel free to use the attached news release that we've prepared for you to promote news media interest—be it in advance of or after the formal presentation.

During the past 40 years, FM Global has awarded millions of dollars in funding to fire departments and related agencies worldwide. With a shared philosophy that the majority of property loss is preventable—not inevitable—we can make a difference in preventing the frequency and severity of fire... together.

Once again, congratulations on your recent fire prevention grant awarded by FM Global, one of the world's largest commercial property insurers.

If you have any questions regarding your award, please feel welcome to e-mail me.

Best wishes for continued success in your fire prevention endeavors.

A handwritten signature in black ink, appearing to read "Michael Spaziani". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael Spaziani
Assistant Vice President, Manager - Fire Service Programs

*CC: Tim Hawthorne - San Francisco Operations
19-415 - Susanville Fire Department*

Reviewed by:  City Administrator
Finance

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

Submitted By: Deborah Savage, Finance Manager

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 20-5774** Authorizing the Collection of prior rents from the Natural Gas Department for use of Sierra Road

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Public Works Natural Gas Division has been using approximately 24,000 square feet of the property at Sierra Road, including one half of the Quonset hut to store their equipment and materials since 2004. Public Works and Administration worked together to establish a price per square foot for an annual rent to the Natural Gas Department in the amount of \$47,000. The City is looking at charging the Natural Gas Department for 7 years of rent in the amount of \$329,000. These funds will be deposited in the Administrative Services Facilities and Equipment restricted fund and can only be used with the authorization of the City Council. Staff is requesting to use most of these funds to purchase a Sweeper for the Streets Division. The General Fund has an annual Maintenance of Effort in the amount of \$166,717 that it is required to meet for the use of the RMRA (Road Maintenance and Rehabilitation Account) funding. The General Fund will purchase this piece of equipment, allow the Streets Division the use of the equipment and the value of the rental fee will be used as an annual contribution from the General Fund.

FISCAL IMPACT: \$329,000 charge to the Natural Gas Department for seven years of rental fees for the use of Sierra Road.

ACTION REQUESTED: Consider **Resolution No. 20-5774**, Authorizing Rental Charge to the Natural Gas Department for prior rental of the property at Sierra Road and authorizing the Finance Manager to amend the 2019/2020 budget accordingly.

ATTACHMENTS: Resolution No 20-5774

RESOLUTION NO. 20-5774
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE COLLECTION OF PRIOR RENTS FROM THE NATURAL
GAS DEPARTMENT FOR USE OF SIERRA ROAD

WHEREAS, the Natural Gas Department has been using the facility at Sierra Road to store their equipment and materials since 2004; and

WHEREAS, the City has established a charge per square foot for the use of 24,000 square feet by the Natural Gas Department;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the Natural Gas Department will pay the General Fund for 7 years of rental fees for the use of Sierra Road in the amount of \$329,000. These funds will be deposited in the restricted Administrative Services Facilities and Equipment fund.

Dated: May 20, 2020

APPROVED: _____
Mendy Schuster, 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 20th day of May, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

City Attorney

Reviewed by:  City Administrator
Finance Manager

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Daniel Gibbs, Acting Public Works Director

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution 20-5777**, authorizing the Acting Public Works Director to Initiate Equipment Purchase – Streets Sweeper / Public Works Streets Division.

PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUMMARY: The Public Works Streets Division needs a street sweeper. The Streets Division's current sweeper was purchased used about 6 years ago at a substantiable savings over a new sweeper. Funding constraints at the that time dictated the Departments ability to make a more suitable purchase.

This used unit requires constant maintenance and repair that has become cost prohibitive. More importantly, it is limiting the Department's ability to maintain on a regular schedule and consistent presence in the community performing street sweeping operations. The used sweepers will be used as a backup for times when maintenance is required, emergency situations occur and in assisting with special community events or inclement weather conditions.

The California Air Resources Board In-Use Off-Road Diesel Vehicle Regulation requires to the City of Susanville's off-road fleet to meet a fleet average target rate starting January 1, 2019. The City's off-road fleet currently does not meet the fleet average target rate for January 1, 2019. Purchase of the sweeper with a Tier 4 engine helps achieve the fleet average target rate for Public Works.

The availability of used equipment is no longer an option based on our recent experience with these and most are not Tier 4 compliant. Most equipment manufactures began producing Tier 4 engines in 2007. Staff received quotes from only one dealer for a sweeper meeting he Departments' required specifications. Sweepers with Tier 4 engines and our specifications are only found from one source on the West Coast. Staff found a suitable sweeper from Owens Equipment in Fairfield, California (Attachment A) with the required functions and operational needs.

This sweeper is a 2019 or newer Elgin Pelican P Streets Sweeper containing a Tier 4 engine with the necessary functions and accessories required of our area.. It is priced at \$273,473.56 including tax and delivery to Susanville. Other potential vendors were approached but failed to provide comparable nor acceptable equipment as the Pelican P, Only Owen Equipment responded in writing to our request for purchase quotes.

FISCAL IMPACT: \$273,473.56 from the General Fund Administrative Services Facilities and Equipment fund for the purchase of the 2019 or later Elgin Pelican P Streets Sweeper. Purchase of the sweeper through the General Fund assures maintained Maintenance of Effort contribution to Streets as required by the State for the city's RMRA/SB1 streets rehabilitation funding.

ACTION REQUESTED: Approve Resolution 20-5777 authorizing the purchase of a 2019 or newer Elgin Pelican P Streets Sweeper, authorizing the Mayor to sign a purchase agreement and directing the Finance Manager to amend the General Fund Budget accordingly.

ATTACHMENTS: Attachment A: Sweeper Quote Received
Attachment B: Streets Sweeper Information
Resolution 20-5777

Attachment 'A'
Street Sweeper Quotes Received

		YEAR	HOURS	PRICE
1)	Owens Equipment, Fairfield CA 1085 Horizon Drive Parts Sales Line: (800) 992-3656 Direct: (707) 422-2333 Fax: (707) 422-2444	2019	NEW	\$273,473.56
2)	No other responses			
4)				

RESOLUTION 20-5777

RESOLUTION NUMBER 20-5777 APPROVING THE PURCHASE OF AN ELGIN PELICAN P THREE WHEEL BROOM STREET SWEEPER FROM OWEN EQUIPMENT, LOCATED AT 1085 HORIZON DRIVE, FAIRFIELD, CALIFORNIA AND AUTHORIZING AMENDMENT TO THE ADMINISTRATIVE SERVICES FACILITIES AND EQUIPMENT BUDGET IN THE AMOUNT OF \$273,473.56 TO ACCOMMODATE THE PURCHASE.

WHEREAS, the City has a need to purchase a replacement sweeper for the Public Works Streets Division to avoid loss of productive effort on behalf of the City; and

WHEREAS, the requirements of the California Air Resources Board In-Use Off-Road Diesel Vehicle Regulation requires the City's fleet to meet a fleet average target starting January 1, 2019; and

WHEREAS, the purchase of a sweeper with a Tier 4 or newer engine benefits the City's need to comply with the 2019 target and to remain in compliance for subsequent years; and

WHEREAS, The City Public Works Department has received only one bid from the dealers it approached for potential purchases; and

WHEREAS, Owens Equipment, located at 1085 Horizon Drive in Fairfield, California, is the only responsible bidder for the equipment required for adequate operations by the Department with a bid of \$273,473.56 including tax and delivery to Susanville, and

WHEREAS, the General Fund Administrative Services Facilities and Equipment Fund will be used to purchase the equipment; and

WHEREAS, the purchase of the sweeper from the General Fund improves the City's requirement in meeting it's Maintenance of Effort (MOE) obligation so that funds from the State's RMRA (or SB1) funding for public street rehabilitation and maintenance efforts are assured;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville adopts Resolution 20-5777 approving the purchase of a 2019 or newer Elgin Pelican P Streets Sweeper, and as follows:

1. The Mayor is authorized to enter into a purchase agreement with Owen Equipment for a 2019 or newer Elgin Pelican P Streets Sweeper with a Tier 4 engine at a cost of \$273,473.56 including tax to Susanville.
2. Direct the Finance Manager to amend the Administrative Services Facilities and Equipment Fund for the purchase of said equipment.

APPROVED:

Mendy Schuster, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing Resolution (No. 20-5777) was adopted at a regular meeting of the City Council of the City of Susanville, held on the 20th day of May, 2020, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____

City Attorney



Presents a Proposal Summary

of the



Pelican P

Pelican NP Three Wheel Broom Street Sweeper with Dual Side Brooms and Belt Conveyor

for

The City of Susanville

PRODUCT DESCRIPTION

· Dual steer & gutter brooms, hydraulically driven, Tier 4F JD 4045TF low emission diesel engine, hydrostatic drive and steering, chassis and wheels powder coated standard white

STANDARD FEATURES

- Air cleaner, two-stage, dry type with restriction indicator
- Air Conditioner
- Alternator, 120 amp
- Anti Siphon water fill
- Automatic engine shutdown (oil pressure/engine temperature)
- Automatic pickup in reverse
- B20 biodiesel compatible
- Back up alarm, electric
- Battery, maintenance free
- Brakes, power
- Broom, main, hydraulically suspended
- Broom, main, in cab pressure control
- Broom, main, prefab, disposable
- Broom, side broom, hydraulically suspended
- Broom, side broom, in cab pressure control
- Broom Measurement Ruler
- Bumper pads, front jack
- Coolant recovery system
- Doors, see through glass, prop-able
- Electronic Throttle
- Engine, hour meter
- Gauges & Warning lights: engine oil temperature engine oil pressure fuel level speedometer & odometer w/trip set
- Fenders, over front wheels
- Flushing system for hopper/conveyor
- Fuel tank, 35 gallons
- Fuel Water separator with indicator light
- Heater, pressurizer with filtered air, defroster
- Hose, hydrant fill, 16' 8" with coupling
- Light, spotlight, adjustable, one per side broom
- Lights, 2 combination, tail/stop lights
- Lights, headlights, multiple beam
- Lights, low water light
- Low Hydraulic Warning
- Main broom controls in cab
- Manuals, operator and parts
- Mirror, inside rear view
- Mirrors, outside, front mounted 6-inch fish eyes
- Mirrors, outside, front post mounted, west coast type, one each side
- Parking brake with interlock
- Rear Camera & in cab monitor
- Return to sweep feature
- Seat Belts (both sides for dual)
- Seats, extra wide cordura suspension seats with arm rests
- Signals, self-canceling directional with hazard switch
- Sprung guide wheel, heavy duty
- Steering wheel, tilt and telescoping
- Sun visors
- Tachometer, diesel engine
- Tires, tubeless radials

- Tow loops, four
- Water tank, fill gauge
- Water tank, molded polyethylene: 220-gallon total nominal capacity
- Wheels, dual guide
- Wheels painted grey
- Window, opening front opera
- Windshield washer
- Windshield wipers with intermittent setting
- Windshield, tinted
- Sweeper Painted Standard White
- Red Logo
- 1 Year Parts and Labor Warranty
- Sweeper - Operator Manual
- Sweeper Parts Manual
- John Deere Operator Manual
- John Deere Parts Manual

ADDITIONAL FEATURES

- High Altitude Package
- Side broom Tilt Option Right Hand
- Side broom Tilt Option Left Hand
- Greaseable Dirt Shoes w/Carbide
- Lower Roller Deflector
- Lower Conveyor Cleanout
- (2) Rear Floods & Backup Lights
- Main Broom Hour meter
- Cold Weather Start Aid
- Auxiliary Battery Disconnect
- Extra Auxiliary Engine Key
- Lifeliner Hopper System
- Hydrant Wrench
- Lug Wrench
- Right Hand Lockable Toolbox with Hose Basket
- Mechanical Jack Ratchet
- LED Stop/Tail/Turn
- LED Clearance Lights
- Lighting Package 8: Two LED Strobes w/Guard + Four Roof Mounted Sweep Flashers + Led Front ID Lights and Rear LED Arrow stick
- (2) Mirrors Heated & Motorized
- AM/FM/CD With (2) Map Lights
- Right Hand Bostrom Air Ride Hi Back Cloth
- Left Hand Bostrom Air Ride Hi Back Cloth
- 1 X 2.5 Lb. Fire Extinguisher
- Triangle Reflective Flares (3)
- Sweeper Service Manual

	Factory Total:	\$254,987.00
	Sales Tax (7.25%):	\$18,486.56
(Price includes FOB Susanville, CA)	Grand Total:	<u>\$273,473.56</u>

Please remember Price indicated includes unapproved Special Requests

Price valid for 30 Days from date of 4/20/2020

Product Model: PELICANP

Product Model: PELICANP

Proposal Date: 4/20/2020

Quote Number: 2020-36445

Price List Date: 4/7/2020

P.O. Number:

Payment Terms:

Proposal Notes:

1. Multiple unit orders will be identical to signed proposal. Changes or deviations to any unit of a multiple unit order will require a new signed proposal.
2. Chassis specifications and data codes for customer supplied chassis must be submitted to and approved by Elgin Sweeper Company prior to submittal of customer purchase order
3. All prices quoted are in US Dollars unless otherwise noted.

SIGNED BY:

_____ Date: _____

LIMITED WARRANTY

ELGIN SWEEPER COMPANY warrants each new machine manufactured by it against defects in material and workmanship provided the machine is used in a normal and reasonable manner. This warranty is extended only to the original user-purchaser for a period of twelve (12) months from the date of delivery to the original user-purchaser.

ELGIN SWEEPER COMPANY will cause to be repaired or replaced, as the Company, may elect, any part or part of such machine which the Company's examination discloses to be defective in material or workmanship.

Repairs or replacements are to be made at the selling Elgin distributor's location or at other locations approved by ELGIN SWEEPER COMPANY.

The ELGIN SWEEPER COMPANY warranty shall not apply to:

1. Major components or trade accessories such as but not limited to, trucks, engines, tires or batteries that have a separate warranty by the original manufacturer.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as but not limited to, broom filters, broom wire, shoe runners and rubber deflectors.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by ELGIN SWEEPER COMPANY.
5. Repairs, modifications or alterations without the consent of ELGIN SWEEPER COMPANY which, in the Company's sole judgment, have adversely affected the machine's stability or reliability.
6. Items subjected to misuse, negligence, accident or improper maintenance.

The use in the product of any part other than parts approved by ELGIN SWEEPER COMPANY may invalidate this warranty. ELGIN SWEEPER COMPANY reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty.

Nothing contained in this warranty shall make ELGIN SWEEPER COMPANY liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

TO THE EXTENT LIMITED BY LAW, THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

This warranty is also in lieu of all other obligations or liabilities on the part of ELGIN SWEEPER COMPANY, including but not limited to, liability for incidental and consequential damages on the part of the Company or the seller.

ELGIN SWEEPER COMPANY makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine.

No person or affiliated company representative is authorized to give any other warranties or to assume any other liability on behalf of ELGIN SWEEPER COMPANY in connection with the sale, servicing or repair of any machine manufactured by the Company.

ELGIN SWEEPER COMPANY reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.

City of Susanville

Unique Sweeper Needs

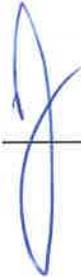
As the City of Susanville looks to purchase a new street sweeper, there are several things that need to be considered, and these things considered limit the number of bids that we can get for a sweeper.

Several things contribute to Susanville's unique sweeping needs. We have some significant hills that some sweepers have problems negotiating. We have cold snowy winters, so we cinder our roads. We have dirt alley and sidewalks in much of the town that add a significant amount of heavy dirt to our streets. We have large older areas of town that do not have sufficient off-street parking. And last, we have many streets that have been overlaid that produce a significant grade break close to the gutter where the sweeper usually operates.

Taking these needs into consideration, we need a sweeper that can negotiate hills and sweep the steep valley gutters and intersections that come with them. We need a broom type sweeper both for the heavy dirt and cinders that we sweep and for the highly uneven grade breaks. And finally, we need a sweeper with a very tight turning radius to better sweep around cars that are parked in the street.

Fortunately, there is one sweeper that does all of this very well, the Elgin Pelican. The City has owned two of these and both have worked very well for our needs. In my research I have not found another three-wheel sweeper large enough to do what we need.

Elgin, like many companies, have areas of operation for their sales, which means that there is only one company that can sell us a new Pelican.

Reviewed by:  Interim City Administrator

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

Submitted by: Ryan Cochran, Police Captain

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Purchase of Twelve (12) Tasers through agreement with Axon

PRESENTED BY: Ryan Cochran, Police Captain

SUMMARY: The Police Department is seeking permission to enter into a five year contract with Axon enterprise, Inc. for the purchase of twelve (12) new TASERS. Along with the purchase we will receive all the appropriate training and duty cartridges for the length of the contract. We are looking to purchase the new TASERS as most provided to staff currently are outdated and replacement parts for the TASERS are no longer available, which is a safety issue for staff. The term of the purchase would be yearly payments of \$5,716.85, totaling \$28,584.25 at the completion of the contract terms at zero interest.

FISCAL IMPACT: \$5,716.85 to be paid yearly for five years for a total of \$28,584.25. This project will be funded from the Police budget 1009-421-10-4745.

ACTION REQUESTED: Motion to approve Resolution No. 20-5776 authorizing the Police Department to enter into a five year contract for the purchase of twelve new TASERS.

ATTACHMENTS: Resolution No. 20-5776, Axon agreement.

RESOLUTION NO. 20-5776
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TO PURCHASE TWELVE TASERS THROUGH AGREEMENT WITH AXON, INC.

WHEREAS, the Susanville Police Department is responsible for providing safety equipment to employees to provide law enforcement within the City of Susanville, and

WHEREAS, Police Officers for the Susanville Police Department carry non-lethal Tasers as part of their safety equipment, and

WHEREAS, based on these required duties, there is a need to enter in contractual agreement with Axon Enterprise, Inc who is the distributor for TASER, and

WHEREAS, the funds for this purchase will be taken out of Police Safety budget, and

WHEREAS, it is determined that this authorization enables the Police Department to update twelve aging TASERS.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville authorizes the Police Department to enter into a five year contract with Axon Enterprise, Inc. for the purchase of twelve new TASERS and allow the interim City Administrator to sign the agreement.

APPROVED: _____
Mendy Schuster, 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 20th day of May, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 Phone: (800) 978-2737

Q-248330-43945.896TC

Issued: 04/24/2020

Quote Expiration: 05/31/2020

Account Number: 321852

Payment Terms: Net 30
 Delivery Method: Fedex - Ground

SALES REPRESENTATIVE

Travis Cole
 Phone: 480-463-2200
 Email: tcole@taser.com
 Fax: 480-478-1636

PRIMARY CONTACT

Kevin Stafford
 Phone: (530) 257-5603
 Email: kstafford@cityofsusanville.org

SHIP TO

Kevin Stafford
 Susanville Police Dept. - CA
 1801 Main Street
 Susanville, CA 96130
 US

BILL TO

Susanville Police Dept. - CA
 1801 Main Street
 Susanville, CA 96130
 US

Year 1

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
85705	TASER 60 YEAR 1 PAYMENT: X26P UNLIMITED		12	411.00	399.20	4,790.40
Hardware						
11002	BLACK X26P CEW, HANDLE		12	0.00	0.00	0.00
11010	XPPM, SPARE CARTRIDGE BATTERY PACK, X26P		10	0.00	0.00	0.00
44205	21 FT NON-CONDUCTIVE TRAINING CARTRIDGE, X26/X26P		36	0.00	0.00	0.00
44203	25 FT STANDARD CARTRIDGE, X26/X26P		24	0.00	0.00	0.00
44205	21 FT NON-CONDUCTIVE TRAINING CARTRIDGE, X26/X26P		9	0.00	0.00	0.00
44203	25 FT STANDARD CARTRIDGE, X26/X26P		9	0.00	0.00	0.00
Other						
88130	UCP STANDARD - YEAR 1 PAYMENT		3	180.00	180.00	540.00
					Subtotal	5,330.40
					Estimated Shipping	0.00
					Estimated Tax	386.45
					Total	5,716.85

Year 2

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
85706	TASER 60 YEAR 2 PAYMENT: X26P UNLIMITED		12	411.00	399.20	4,790.40
Other						
88131	UCP STANDARD - YEAR 2 PAYMENT		3	180.00	180.00	540.00
					Subtotal	5,330.40
					Estimated Tax	386.45
					Total	5,716.85

Year 3

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
85707	TASER 60 YEAR 3 PAYMENT: X26P UNLIMITED		12	411.00	399.20	4,790.40
Other						
88132	UCP STANDARD - YEAR 3 PAYMENT		3	180.00	180.00	540.00
					Subtotal	5,330.40
					Estimated Tax	386.45
					Total	5,716.85

Year 4

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
85708	TASER 60 YEAR 4 PAYMENT: X26P UNLIMITED		12	411.00	399.20	4,790.40
Other						
88133	UCP STANDARD - YEAR 4 PAYMENT		3	180.00	180.00	540.00
					Subtotal	5,330.40
					Estimated Tax	386.45
					Total	5,716.85

Year 5

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
85709	TASER 60 YEAR 5 PAYMENT: X26P UNLIMITED		12	411.00	399.20	4,790.40
Other						
88134	UCP STANDARD - YEAR 5 PAYMENT		3	180.00	180.00	540.00
					Subtotal	5,330.40
					Estimated Tax	386.45
					Total	5,716.85
Grand Total						28,584.25

Discounts (USD)

Quote Expiration: 05/31/2020

List Amount	27,360.00
Discounts	708.00
Total	26,652.00

**Total excludes applicable taxes*

Summary of Payments

Payment	Amount (USD)
Year 1	5,716.85
Year 2	5,716.85
Year 3	5,716.85
Year 4	5,716.85
Year 5	5,716.85
Grand Total	28,584.25

Tax is subject to change at order processing with valid exemption.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: _____ **Date:** _____
Name (Print): _____ **Title:** _____
PO# (Or write N/A): _____

Please sign and email to Travis Cole at tcole@taser.com or fax to 480-478-1636

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

The trademarks referenced above are the property of their respective owners.

Axon Internal Use Only		
		SFDC Contract #: Order Type: RMA #: Address Used: SO #:
Review 1	Review 2	
Comments:		

Reviewed by:  City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Purchase of Hangar #11 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, Keith and Leasa Aronson, owners of Hangar #11, submitted their official notice of intent to sell said hangar for the price of \$15,000.

FISCAL IMPACT: \$15,00 if purchased.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Official intent to sell from Aronson

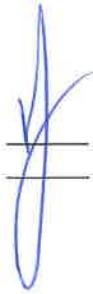
May 7, 2020

To: Susanville City Council,

I, Leasa Aronson, have an interested buyer for hangar #11. I plan on selling the half interest that my husband (Keith Aronson) and I have in Hangar #11 for \$15,000 and per the lease agreement I am required to offer first right of refusal to the city. Please let me know if you are interested in purchasing our interest in Hangar #11 for \$15,000 (same amount and terms) so I can continue with the sale if you are not interested.

Respectfully,

Leasa Aronson

Reviewed by:  Interim City Administrator
Finance Manager

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

Submitted By: Daniel Gibbs, Acting Public Works Director

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider **Resolution No. 20-5778**, Accepting Receipt of A Donation in the amount of \$30,000 to fund a portion of the Dog Park Facility Proposed at the Sierra Yard Facility and authorizing the Finance Manager to Load a Project Budget for the Park

PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUMMARY: Please refer to Agenda Item No. 9C dated December 4, 2019 attached. A donor has offered the City funding to begin construction of a dog park at the Sierra Yard facility located on the south end of town. Issues with the limits of the park site on the property, existing condition of the site (due to prior usage and stockpiling of demolition material, including environmental issues regarding the wandering skipper and migratory birds has been addressed and resolved. Public Works staff has removed material unsuitable for the dog park site and either relocated it or had it removed to appropriate waste facilities.

Significant clean-up of the site has occurred in the past several weeks and additional work can now be pursued. Therefore, as of May 2, 2020, the donor is now comfortable with providing funds in the amount of \$30,000 that should be adequate to complete construction of the access from Sierra Road, a general parking area and Americans with Disabilities Act (ADA) parking stall on the west side of the proposed site. Please see attached site plan.

Costs outside of the design and project management phase have already been incurred. For the cleanup effort in haul off and solid waste fees, the cost to date is in excess of \$5,000 but does not represent costs exclusively attributable to the dog park. Most of this expense is the responsibility of the Public Works and Parks Departments from prior projects and use of the facility for storage. However, a portion of this expense is exclusively due to the effort to prepare the dog park site. That amount has been determined at approximately \$2,004.

Additional funds may be required to be provided by the donor as the project progresses. A portion of these expenses remaining to prepare the site include compensation to environmental consultants (may be donated), removal of pesticides from the site from the Parks Department stockpile and from prior commercial agricultural efforts prior to the City's acquisition. Other potential expenses include removal of green waste (Public Works responsibility) and security site lighting, which was planned for prior to selection of the site.

Staff will continue has needs to perform additional work as the project develops and additional items are identified as planned, estimated and deemed suitable. Examples of these are a water supply to several locations, benches, trash receptacles (for dogs and humans), signs, and trees with irrigation. Much of this will be donated and installed by volunteers as made available and deemed necessary. The cost of fencing the perimeter of the park will borne directly by the donor and their contractor.

A volunteer effort to complete clean-up of the site is planned once the environmental documents verifying construction can proceed, the revised limits are verified and suitable weather persists. Much of the work to prepare the site will be borne by volunteers from the community with minor expenses being borne by the City. A City designee as a Project/site Manager will be present to assist with activities, resources, equipment and ensure appropriate safety measures are in place.

FISCAL IMPACT: The donor is providing \$30,000 as an amount for the purpose of installing the access from Sierra Road, parking area and concrete ADA parking stall. Parking. Additional expenses that are the responsibility

ACTION

REQUESTED: Motion to adopt Resolution No. 20-5778, accepting a donation in the amount of \$30,000 for the purpose of funding access/parking facilities and authorizing the Finance Manager to load a budget for that purpose and amount.

ATTACHMENTS: Resolution No.20-5778
Council Item 9C dated December 4, 2019
Letter from Donor Dated May 2, 2020
Revised Dog Park Site Plan

RESOLUTION NO. 20-5778
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING RECEIPT OF A DONATION FOR THE PURPOSE OF
DEVELOPING A DOG PARK AT THE CITY'S SIERRA ROAD FACILITY

WHEREAS, a private donor has approached the City with a desire to donate funds sufficient to develop a public dog park somewhere within the City's limits; and

WHEREAS, the City has made a determination that it supports the development of a dog park and desires to cooperate with said private donor for that same purpose; and

WHEREAS, said private donor is requesting the City take receipt of \$30,000 for the exclusive and sole purpose of constructing a parking area with suitable access meeting the intent of the Americans With Disabilities Act standards (ADA) along with other related improvements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville hereby takes receipt of private donor's donation in the amount of \$30,000 for use in developing certain and specific improvements at the City's Sierra Yard facility and directs the Finance Manager to create a budget for the project.

Dated: May 20, 2020

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 20-5778 was adopted at a regular meeting of the City Council of the City of Susanville held on the 20th day of May, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

City Attorney

May 2, 2020

To: Daniel Gibbs
Susanville City Council

Susanville Public Works

MAY 02 2020

RECEIVED

As you all know, we have been working for quite some time on developing a Dog Park for Susanville.

At this time, we would like to deposit funds with the City to be used for some specific parts of the project. The Public Works Department has done a wonderful job cleaning up the site, and after social distancing has eased up, the volunteers will be able to finish getting the site ready for further development. The parking lot, the sally port surface and the ADA parking all need to be completed before the fence goes up.

To this end, we would like to deposit \$30,000 with the City to be disbursed as needed for these construction plans. Subsequent expenses could be submitted to us for approval as time goes on and more funds become needed.

We hope the Council will approve this arrangement and we'll be a step closer to completion of the project.

Thank you,

Mimi Rena & John Dozier

Reviewed by: SW 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.



Provide two 12' wide man gates. One for each area.

4' chain link fence

LARGE DOG AREA

4' chain link fence

SMALL DOG AREA

4' chain link fence

12' wide man gate

DOG W/FRONT ACCESSIBLE SURFACE

4' chain link fence

NEW 1" PE WATER LINE

ADA PARKING PLAC

Sierra Rd

Sierra Rd

Sierra Rd



Reviewed by:  City Administrator

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: COVID-19 Update

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: An update regarding the coronavirus and impact on the local community will be provided.

FISCAL IMPACT: None

ACTION REQUESTED: Information only.

ATTACHMENTS: None

AGENDA ITEM NO. 13B

Reviewed by:  City Administrator

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

SUBMITTED BY: Kevin Jones, Interim City Administrator

MEETING DATE: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Discussion Regarding Homelessness

PRESENTED BY: Kevin Jones, Interim City Administrator

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

FISCAL IMPACT: None.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: None

Reviewed by:  City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Rebecca Sanchez, Administrative

Action Date: April 15, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: 2020 Weed Abatement Program

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY:

In preparation for wildland fire season and Independence Day, the Fire Department has determined Monday, June 29, 2020 to be the deadline for weed/fire hazard abatement. After this date, any conditions which pose a hazard will be mitigated following Susanville Municipal Code Section 8.28 – Weed and Rubbish Abatement. Occupants or property owners may be cited for failure to comply and may be charged for any fire suppression cost after this date.

FISCAL IMPACT: Staff time, postage, fuel – accounted for in Code Enforcement budget

ACTION REQUESTED: Information only

ATTACHMENTS: City of Susanville Weed Abatement Standards
Susanville Municipal Code Section 8.28

CITY OF SUSANVILLE WEED ABATEMENT STANDARDS

The following Weed Abatement Standards are designed to assist firefighting efforts by slowing the spread of fire. They are not designed for City beautification. The SFD has the final decision in determining whether an area is "safe from the spread of fire" and conforms to the "intent of the code". (Susanville Municipal Code 8.28.10)

Weeds, grass, or other combustible growth may be abated by mowing, disking, or scraping. If mowed the combustible growth must be cut and maintained to a maximum height of 4 inches.

ABATEMENT BY OPEN BURNING IS NOT PERMITTED.

REMOVAL OF WEEDS, GRASS, AND COMBUSTIBLE GROWTH

1. ALL PROPERTIES:

- a) Mow or disk space around all buildings 30 feet wide at minimum.
- b) Mow or disk space 50 feet wide minimum completely around the perimeter of the property to the street or sidewalk. Mow or disk 30 feet wide minimum cross-breaks every 50 feet maximum, (property can be completely mowed or disked in lieu of cross-breaking)
- c) Mow or disk space extending 30 feet minimum beyond the foliage of any group of trees.
- d) All rubbish, trash, trimmings, rubble or litter shall be removed from the property.
- e) All woods, fuel, or lumber shall be neatly stacked or removed from the property.
- f) All weeds, grass, or other combustible growth shall be cleared at least 10 feet from around any combustible storage.
- g) Greenbelt, pastures, and environmentally-sensitive areas shall be assessed on an individual basis. Contact the fire department if you believe that this applies to your property.
- h) Mow or disk space may be required to be larger if a potential fire hazard exists.
- i) Remove down branches from trees and trim lower branches up to 6 feet from the ground or 1/3 the height for smaller trees.

Susanville Municipal Code

[Up](#)[Previous](#)[Next](#)[Main](#)[Collapse](#)[Search](#)[Print](#)[No Frames](#)[Title 8 HEALTH AND SAFETY](#)[Chapter 8.28 WEED AND RUBBISH ABATEMENT](#)

Article I. Abatement of Weeds and Rubbish

8.28.010 Intent and purpose.

Pursuant to the authority of Government Code Section 39501 et seq., the city council finds and declares that it is necessary to establish a procedure for the requiring of and providing for the removal of weeds and rubbish from sidewalks, parking areas or streets, and from private property, and to provide for the cost of removal as a lien upon the subject property and for the enforcement of the lien by sale of the property. (Prior code § 9.1)

8.28.020 Definitions.

As used in this chapter:

“Rubbish” means and includes all putrescible or nonputrescible solid and semisolid waste, whether combustible or noncombustible, including both garbage and rubbish.

“Weeds” means and includes, but is not limited to, weeds, with mature wingy or downy seeds, which will attain growth as to become a fire menace when dry, or which are otherwise noxious or dangerous. (Prior code § 9.2)

8.28.030 Weeds and rubbish prohibited.

It is unlawful for the owner, agent, lessee or other person having charge or control of any piece or parcel of land within the city to allow weeds or rubbish to grow or to remain thereon, or upon the street or sidewalk in front of such piece or parcel of land. (Prior code § 9.3)

8.28.040 Abatement procedure.

In the event of a violation of Section 8.28.030, the fire chief of the city or his or her designated representative shall proceed as follows:

A. **Notice to Remove.** The fire chief is authorized to give notice to the owner, agent, lessee or other person having charge or control of private property, and order the removal or destruction of weeds or rubbish from the property or abutting public property within ten (10) days. Hereinafter this notice shall be referred to as “Notice to Remove” and the removal or destruction of weeds or rubbish shall be referred to as “weed or rubbish abatement”. The Notice to Remove shall be served by posting in a conspicuous place on or in front of the property or personal service on such owner, agent, lessee or other person having charge or control of the premises as well as any of the following methods: (1) by certified mail, return receipt requested; or (2) regular first class mail addressed to the owner, agent, lessee or other person having charge or control of the property, at his or her last known address. In the event the Notice to Remove is directed to one other than the owner of the property, a courtesy copy of the Notice to Remove shall be sent by regular first class mail to the owner at his or her last known address on file with the Lassen County assessor’s office.

B. **Action Upon Noncompliance.** Upon the failure, neglect or refusal of any owner, agent, lessee, or other person having charge or control, to properly perform weed or rubbish abatement on the property within ten (10) days of the Notice to Remove being served as required by this chapter, the fire chief is authorized to pay for the weed and rubbish abatement from the city code enforcement and abatement funds.

C. If the owner, agent, lessee or other person having control of the private real property in the city fails to perform weed or rubbish abatement in accordance with the Notice to Remove, within ten (10) days after service of the Notice to Remove it shall be the duty of the fire chief to abate the weeds and rubbish by destroying or causing to be destroyed, or removing or causing to be removed, the weeds and/or rubbish. The fire chief and/or contracting agents of the city are expressly authorized to enter upon private property for the purpose of weed and rubbish abatement without prior consent of any owner, agent, lessee, or other person having charge or control or court permission and without a warrant, so long as the service requirements

of this chapter are followed. It is unlawful for any person to interfere, hinder, or refuse to allow the fire chief and/or contracting agents of the city to enter upon private property for the purpose of weed and rubbish abatement in accordance with the provisions of this chapter. Any person owning, occupying, renting, managing, leasing, or controlling real property in the city shall have the right to destroy or remove weeds or rubbish or have the same destroyed or removed at his or her own expense at any time before the arrival of the fire chief or authorized representatives for such purpose.

D. The city finance director shall keep an account of the cost of weed and rubbish abatement to the city for each separate lot or parcel of land and the portions of adjoining public property to the same. The city finance director shall serve by first class mail, a bill for the weed and rubbish abatement on a lot or parcel of land or adjoining public property to each owner, agent, lessee or other person having control of the lot or parcel of land or adjoining public property. Each owner, agent, lessee or other person having control of the lot or parcel of land or adjoining public property shall have thirty (30) days from the date the bill was mailed, to pay the bill in full. The city finance director shall keep an account of the unpaid cost to the city for the weed and rubbish abatement for each separate lot or parcel of land and the portions of public property adjoining the same, and shall embody the account in a report and assessment list to the city administrator. The city administrator will present the report and assessment list to the city council. The report shall refer to each separate lot or parcel of land and adjoining public property by description sufficiently reasonable to identify the same, together with the expense proposed to be assessed against it. The cost of the weed and rubbish abatement may include the actual cost to remove or destroy weeds and/or rubbish as well as incidental expenses, including, but not limited to, the expenses and costs to the city in the inspection of lots, preparations of notices, specifications and contracts, and in inspecting work, the cost of printing, servicing and mailing required under this chapter in an amount to be set by resolution of the city council, per each occurrence of abatement.

E. The city administrator shall post a copy of the report and assessment list on a bulletin board near the entrance to the City Hall, together with the notice of the filing thereof, and the time and place where and when it will be submitted to the city council for hearing and confirmation. The finance director shall mail to the persons in the manner prescribed in this section, a notice in the format substantially as follows:

**ASSESSMENT FOR DESTRUCTION OR
REMOVAL OF WEEDS AND RUBBISH AND NOTICE OF HEARING THEREON.**

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Susanville Municipal Code, Title 8, Chapter 8.28, the fire chief has performed weed or rubbish abatement by destroying or removing weeds or rubbish from the real property owned, occupied, rented, managed or controlled by you and from the portions of streets, alleys and sidewalks adjoining the same, which real property is described as follows:

(here insert description of real property sufficient for reasonable and ready identification)

The cost of said abatement proposed to be assessed against the said real property is \$ _____.

FURTHER NOTICE IS HERBY GIVEN that on _____, the ____ day of _____, 20____, at the hour of _____ p.m. in the Council Chambers of City Hall, of the City of Susanville, located at 66 North Lassen Street, Susanville, Lassen County, California, the report of the Finance Director on the cost of the weed or rubbish abatement and the assessment list thereof will be presented to the City Council for consideration, correction and confirmation and that at said time and place any and all persons interested in or having any objections to said report or list of proposed assessments, or to any matter or thing contained therein may appear and be heard. The failure to make any objection to said report and list shall be deemed a waiver of the same.

Upon confirmation of said assessment by the City Council, the amount thereof will be payable. In the event the same is not paid said assessment will be added to the tax bill for said property and thereafter shall become a lien on said property.

Dated: _____

City Administrator of City of Susanville

(Ord. 19-1014 § 1, 2019)

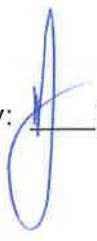
8.28.050 Penalty for violation.

Any person violating any of the provisions of this chapter shall be guilty of an infraction. (Ord. 06-928 § 1, 2006: prior code § 9.5)

8.28.060 Removal method.

The methods of removing weeds, vines, shrubs, brush and/or debris from property as provided in this chapter shall not be an exclusive method, but shall be an alternative method, and such weeds, vines, shrubs, brush and/or debris may be removed from such property pursuant to the provisions of any law of the state or of any ordinance of the city applicable thereto. (Prior code § 9.6)

View the [mobile version](#).

Reviewed by:  Interim City Administrator

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

Submitted by: Daniel Gibbs, Acting Public Works Director

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Public Works Department Update

PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUMMARY: Staff will provide updates for the overall project and operations of the Public Works Department which includes the Administration/Engineering, Natural Gas, Streets and Water/Geothermal Divisions.

FISCAL IMPACT: None

ACTION REQUESTED: Information Only

ATTACHMENTS: Department Report



City of Susanville
Public Works

Department Update

20 May 2020

Administration & Engineering Division

MISSION STATEMENT:

- Priorities & Goals
- Emergency Response
- Facilities and Equipment Maintenance (Fleet)
- Problem solving for Council - Meeting Public's & Council expectations

RESPONSIBILITIES:

- Potable Water System, Natural Gas Delivery & Street Maintenance
- Capitol Program Management
- Traffic Engineering
- Air Pollution
- Support Administrative Services (as funding allows)

STAFFING:

- Position backfill of Water Tech III, Engineering
- Operations Manager, additional Engineering staff
- Physical constraints of the Public works facility (expansion)
- Impacts on our ability to take on more work

BUDGET:

- Cash flow through STIP reimbursement and other grants
- Revenues through fees and from rate payers (Nat Gas & Water)
- Expenditures as investments in our future

Streets Division

PROJECTS IN PROGRESS:

- Backfill vacant positions)
- Alley grading
- Crack sealing
- Signs and striping maintenance
- Traffic control plan review and preparation
- Street sweeper purchase
- Street light conversion to LED
- RADAR Feedback sign replacement

ON GOING DUTIES/ RESPONSIBILITIES

- Commercial (Class A) Drivers License Training
- Street and Storm Drain Maintenance & Repair
- Street Sweeping
- Fallen Trees, Limbs & Leaf Removal, Trash and Road Kill Clean Up
- Street Signs and Lighting Upkeep (conversion to LED)
- Support of Engineering Staff for the SB1/RMRA Program
- Painting of crosswalks, stop bars and no parking zones

SEASONAL DUTIES/ RESPONSIBILITIES

- Fall Leaf Collection
- Installation, Repair, Rehabilitation of Christmas lights
- Snow Removal Operations
-

Water/Geothermal Division

PROJECTS IN PROGRESS:

- Security fencing for wells and tanks
- Exercising of isolation valves
- Water service line and leaky angle valve repairs
- Water meter maintenance checklist
- Tank cleaning (interior and exterior)
- Cady Springs project support

ON GOING DUTIES/ RESPONSIBILITIES:

- Leak Repairs
- Weekly sampling and inspections
- Valve Exercising
- Compliance monitoring / sampling / treatment / reporting
- Water treatment and springs gravity line inspections
- Service calls and responding to complaints
- Maintain and clean well sites
- Training of staff to complete certification programs
- Support other divisions with equipment and staff

SEASONAL DUTIES/ RESPONSIBILITIES

- Backflow Prevention Device inspections
-

Natural Gas Division

KEY PROJECTS IN PROGRESS:

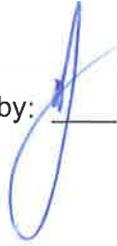
- Updated Gas Operator Qualifications Plan (Veriforce) and Re-Qualifications testing
- Reporting Quarterly to CEC /Annual for California Green House Gas
- DOT annual / US Dept of Energy updating Distribution Integrity Management Plan
- Legacy Crossbore Program RFP
- PHYMSA Transmission Line Upgrades and Maintenance Program
-

ON GOING DUTIES/ RESPONSIBILITIES:

- Review of Emergency Response plans and staff training
- Operation and maintenance training (includes Public Awareness program)
- Service calls (pilot lights, repairs, leaks)
- New service connections
- Infrastructure Review and Maintenance to include gas pressure reducing stations, meters (residential & commercial)
- Gas Emergency Response and Repairs
- Safety related equipment checks and maintenance
- Support other divisions with equipment and staff on larger projects
-

SEASONAL DUTIES/ RESPONSIBILITIES

- Backflow Prevention Device inspections
- Leak Surveys
-

Reviewed by:  Interim City Administrator

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

Submitted by: Daniel Gibbs, Acting Public Works Director

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Public Works Department Update

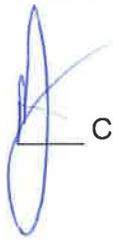
PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUMMARY: Staff will provide an update on the Cady Springs Pump Station completion project and discuss work completed to date, work remaining and issues to address, plus a tentative schedule for commission and a ribbon cutting ceremony

FISCAL IMPACT: None

ACTION REQUESTED: Information Only

ATTACHMENTS: Department Report

Reviewed by:  City Administrator

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: May 20, 2020

CITY COUNCIL AGENDA ITEM

SUBJECT: Susanville Indian Rancheria

PRESENTED BY: Kevin Jones, Interim City Administrator

SUMMARY: Discussion regarding various City/SIR Agreements.

FISCAL IMPACT: None.

ACTION REQUESTED: Discussion and direction to staff.

ATTACHMENTS: None.