
CITY OF SUSANVILLE
66 North Lassen Street ♦ Susanville CA
Rod E. De Boer, Mayor
Brian Wilson, Mayor pro tem
Lino P. Callegari Cheryl McDonald Nicholas McBride

SUSANVILLE MUNICIPAL ENERGY CORPORATION

SUSANVILLE PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting ♦ City Council Chambers
June 5, 2013 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 13-4961

Next Ordinance No. 13-0992

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. The City Administrator will provide an oral update on the status of any open labor negotiations.

3 CLOSED SESSION:

A CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:

1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Administrative Confidential: 2013/2014
 Fire: 2013/2014
 Management: 2013/2014
 Miscellaneous: 2013/2014
 Professional/Technical: 2013/2014
 Public Works: 2013/2014
 SPOA: 2013/2014

B CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation: Significant exposure to litigation pursuant to Government Code §54956.9 (b): one

C CONFERENCE WITH LEGAL COUNSEL – Existing litigation pursuant to Government Code §54956.9 (a):

- 1) City vs. Northern Sierra Homes, LLC Lassen County Court Case: #50050
- 2) United States District Court Case No. 2:10-CV-03048-MCE-GGH, Nancy Schwartz v. Lassen County, et al.
- 3) Jordan Drury vs. City of Susanville; Claim SCGA-01653A
- 4) City vs. Brett Womack, Womack Construction and Does 1-5, Lassen County Court Case JC55271

**D PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
Contract Services - Finance Manager**

4 **RETURN TO OPEN SESSION:** (recess if necessary)

- *Reconvene in open session at 7:00 p.m.*
- *Pledge of allegiance*
- *Report any changes to agenda*
- *Report any action out of Closed Session*
- *Moment of Silence/Thought for the Day: Peter Talia*
- *Proclamations, awards or presentations by the City Council:*
 - ** Rabies Clinic Proclamation – Certificate of Recognition**

5 **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject **not on the agenda** within the jurisdiction of the City Council. However, any matter 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 minutes from City Council's May 15, 2013 meeting
- B Approve vendor warrants numbered 87524 through 87812 for a total of \$868,857.54 including \$216,161.93 in payroll warrants
- C Approve **Resolution No. 13-4950** terminating hangar lease agreement for space #14; Brian Hicks
- D Approve **Resolution No. 13-4951** authorizing street closure for 21st annual Rails to Trails festival
- E Approve **Resolution No. 13-4953** authorizing execution of Memorandums of Understanding with Fire, Miscellaneous and Public Works Employee Bargaining Units

7 **PUBLIC HEARINGS:**

- A **2009-2014 Housing Element Update**
Public Hearing: Solicit and consider public comments regarding the adoption of a negative declaration and adoption of the 2009-2014 Housing Element for the City of Susanville
Action: Consider **Resolution No. 13-4943**, adopting the 2009-2014 Housing Element and authorizing submittal to the State Department of Housing for certification
- B **HUSA annual report and assessments**
 - 1 Public Hearing: Solicit and consider public comment relative to setting FY 2013/2014 assessments
 - 2 Action: Consider **Resolution No. 13-4957**, approving annual report and scheduling public hearing to set assessments for FY 2013/2014 (HUSA)
- C **CEQA Findings of Fact for the Sierra Community Park**
Public Hearing: Solicit and consider public comments regarding the adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting program for the Sierra Community Park Project
Action: Consider **Resolution No. 13-4956**, adopting the Mitigated Negative Declaration and Mitigation Monitoring and Reporting program

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** No business
Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider **Ordinance No. 13-0991** amending Chapter 12.36 "Trees" of Susanville Municipal Code; waive first reading and introduce
Consider **Resolution No. 13-4958** adopting approved Street Tree Species list
- B Consider approval of Lassen County Arts Council sponsorship
- C Consider approval of Extension of Boundaries for County Business Assistance program

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Resolution No. 13-4959** authorizing budget increase for scoreboard project at Memorial Ballpark

13 **CITY ADMINISTRATOR'S REPORTS:**

- A FY 2013/2014 Preliminary Budget Review – J. Hancock
- B Fitch press release

14 **COUNCIL ITEMS:**

- A AB1234 travel reports: None

15 **ADJOURNMENT:** *Meeting adjourned in memory of Bruce and Kathy Rhymes*

- *The next regular City Council meeting will be held on June 19, 2013 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 June 5, 2013 in the areas designated on May 31, 2013.


Gwenna MacDonald, City Clerk

RABIES CLINIC PROCLAMATION

WHEREAS, rabies is a viral disease that is still a significant health problem in many countries of the world especially in regions with large numbers of unvaccinated community and domestic dogs; and

WHEREAS in the United States, animal control and vaccination programs have effectively eliminated domestic dogs as reservoirs of rabies; and

WHEREAS, the California Health and Safety Code requires that dog owners must vaccinate and license all dogs over four months of age, and that each city must provide dog vaccination clinics; and

WHEREAS, the City of Susanville has conducted a successful Rabies Clinic for many years where pet owners can obtain low-cost vaccinations and discounted licenses for their pets; and

WHEREAS, the City Council recognizes the importance and value of pets in the lives of its citizens and have joined together to promote responsible pet ownership; and

WHEREAS, the 2013 Rabies Clinic was expanded to raise awareness of proper dog care and training to bring a renewed sense of responsible dog ownership and good citizenship to the residents of Susanville; and

WHEREAS, the City Council of the City of Susanville wishes to recognize the efforts of personnel both past and present who have been instrumental in making the annual rabies clinic a success.

NOW THEREFORE, I, Rod De Boer, on behalf of the City Council of the City of Susanville do hereby applaud the dedication of our employees for their contributions to promoting responsible pet ownership in our community.

Date: June 5, 2013

Rod De Boer, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

Reviewed by:

~~City Administrator~~
~~City Attorney~~

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's May 15, 2013 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's May 15, 2013 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's May 15, 2013 meeting.

ATTACHMENTS: Minutes: May 15, 2013

**SUSANVILLE CITY COUNCIL
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY**

Regular Meeting Minutes

May 15, 2013 – 6:00 p.m.

City Council Chambers 66 North Lassen Street Susanville CA 96130

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

Roll call of Councilmembers present: Cheryl L. McDonald, Nicholas McBride, Mayor pro tem Wilson, Lino P. Callegari and Mayor De Boer.

Staff present: Jared G. Hancock, City Administrator, Peter M. Talia, City Attorney and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Mr. Hancock requested the removal of Item 9C - *Consider Resolution No. 13-4949 authorizing agreement for transfer of FAA Entitlement funding.*

Motion by Councilmember Callegari, second by Mayor pro tem Wilson to approve the agenda with the amendment requested; motion carried unanimously.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): There were no comments from the public.

3 CLOSED SESSION: At 6:01 p.m. the Council recessed to closed session to discuss the following:
CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:

| | | |
|---|--------------------|---|
| 1 | Agency Negotiator: | Jared G. Hancock |
| | Bargaining Unit: | Administrative Confidential: 2013/2014 Fire: 2013/2014 Management: 2013/2014 Miscellaneous: 2013/2014 Professional/Technical: 2013/2014 Public Works: 2013/2014 SPOA: 2013/2014 |

2 Personnel Status Report

B CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation: Significant exposure to litigation pursuant to Government Code §54956.9 (b); one

C CONFERENCE WITH LEGAL COUNSEL – Existing litigation pursuant to Government Code §54956.9 (a):

1) City vs. Northern Sierra Homes, LLC Lassen County Court Case: #50050

2) United States District Court Case No. 2:10-CV-03048-MCE-GGH, Nancy Schwartz v. Lassen County, et al.

3) Jordan Drury vs. City of Susanville; Claim SCGA-01653A

D PUBLIC EMPLOYMENT – pursuant to Government Code §54957;
Contract Services - Finance Manager

E CASE REVIEW OR PLANNING; pursuant to Government Code §54957.8

4 **RETURN TO OPEN SESSION:** At 7:00 p.m. the City Council reconvened in open session.

Staff present: Craig Platt, Public Works Director; Tom Downing, Police Chief; Ted Friedline, Fire Chief; Craig Sanders, City Planner; Janette Zahniser, Assistant to the Public Works Director and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that the agenda was approved with the removal of Item 9C.

Mr. Hancock reported that there was no reportable action taken in closed session.

Ms. MacDonald offered the thought of the day.

5 **BUSINESS FROM THE FLOOR:** There were no comments from the public.

6 **CONSENT CALENDAR:** Mayor De Boer reviewed the items on the Consent Calendar:

- A Receive and file minutes from City Council's May 1, 2013 meeting
- B Approve vendor warrants numbered 87405 through 87523 for a total of \$393,575.07 including \$95,527.29 in payroll warrants
- C Receive and file Finance Report: April 2013
- D Receive and file Treasurers Report: April 2013

Motion by Mayor pro tem Wilson, second by Councilmember McBride to approve the consent calendar; motion carried unanimously.

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

9A **Consider utilization of City buses for transportation purposes for Lassen Land & Trails Trust Summer Nature Day Camp * July 22-26 and July 29 – August 2, 2013** Mr. Hancock reported that the Lassen Land & Trails Trust group sponsors a summer camp each year for children ages 8 to 12 years of age. The camp gives children an opportunity to learn about the area's natural resources, wildlife, history, and an appreciation of the outdoors. The group has requested the use of one of the city-owned buses to use for shuttle transportation to and from camp. They will provide a certified driver, insurance coverage, and gasoline. Staff has verified that a bus is available in good working order to be utilized for the event.

Motion by Councilmember McDonald to authorize the use of the bus for the event; Councilmember Callegari provided a second and the motion carried unanimously.

9B **Consider Resolution No. 13-4948 authorizing payment of employee Risk Reduction Incentive** Mr. Hancock reported that the City has received rebates from the Small Cities Organized Risk Effort (SCORE), the self-insured risk pool, as a result of steadily decreasing insurance and worker's compensation claims over recent years. In December, the Council set aside a small amount of the

rebate to be paid to all full time employees in recognition of the cooperative effort to work in a conscientious and safe manner. This has directly resulted in reduced insurance costs for the City. Staff is proposing to authorize the balance of the set aside to be paid in the amount of \$250 per full time employee.

Motion by Mayor pro tem Wilson to approve Resolution No. 13-4948; Councilmember Callegari provided a second and the motion carried unanimously.

9C *Consider Resolution No. 13-4949 authorizing agreement for transfer of FAA Entitlement funding. Removed.*

9D Consider Ordinance No. 13-0990 limiting the use of Fireworks: Waive first reading and introduce Mr. Friedline reported that the City enacts an emergency ordinance each year to restrict the sale and use of fireworks to a limited time around the July 4th holiday. The City recognizes that it would be prudent to impose this restriction on a continuing basis, as each year the area experiences a dry, warm summer that makes our region susceptible to fires. The proposed Ordinance incorporates the language utilized in the emergency ordinance and provisions in the California Health and Safety Code. It provides for ample seller permits to accommodate all of the organizations who utilize fireworks sales as their fundraiser, and allows for more permits as the population grows by basing it on one permit for every 1,500 residents. He verified that the restriction is limited to the city limits.

Motion by Councilmember Callegari to waive the first reading and introduce Ordinance No. 13-0990; Councilmember McBride provided a second and the motion carried unanimously.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

12A Consider Resolution No. 13-4947 authorizing refinance of outstanding side fund obligations of the City to the CalPERS retirement system Mr. Hancock reported that as a participant in the California Public Employees Retirement System (CalPERS) the City is subject to the requirements associated with the creation and repayment of pension obligations which includes what is referred to as the City's Side Fund. As a small public agency, the City is required to participate in a risk pool. The establishment and inclusion of the City in a risk pool in addition to pension modifications that have occurred in years passed, the City's side fund balance has accumulated to a total obligation of approximately five million dollars. The City became aware that this obligation was accruing interest at an approximate rate of 7.75 percent and that it would be in the city's best interest to refinance this debt to take advantage of lower interest rates that are available in today's economy. The City has contracted with the firm of Myers Nave and Brandis Tallman to facilitate the refinance and secure the most favorable rate. He explained the next steps in the refinance process, including proceeding with the debt validation process and filing the required legal paperwork. The final loan document would be brought for Council approval. Mr. Hancock introduced Mr. Jeff Land of Brandis Talman.

Mr. Land reviewed the loan refinance process, stating that it would take approximately 90 to 120 days. He reviewed a few key points, including the not-to-exceed clause and the minimum requirement of three percent net savings. He stated that the Council would maintain involvement throughout the process.

Mayor pro tem Wilson asked how soon after the validation process would the loan itself be complete.

Mr. Land responded that once the judgment is rendered, there is a thirty day appeal process. They could move forward on closing during that period, and it would be ideal to have the loan close correspond with the timing of existing loan payments.

Motion by Mayor pro tem Wilson to approve Resolution No. 13-4947; Councilmember McDonald provided a second and the motion carried unanimously.

13 CITY ADMINISTRATOR'S REPORTS:

13A FY 2013/2014 Budget Workshop Update Mr. Hancock reported that staff was prepared for the first budget workshop tentatively scheduled for 3:00 p.m. on May 22nd.

14 COUNCIL ITEMS:

14A AB1234 travel reports: Mr. Callegari explained that he received a complaint regarding a dog nuisance on Fairfield Avenue. He asked to include those types of complaints in the revisions to the City's Code Enforcement policies.

15 ADJOURNMENT: Motion by Mayor pro tem Wilson, second by Councilmember Callegari to adjourn the meeting; motion carried.

Meeting adjourned at 7:21 p.m.

Respectfully submitted by

Gwenna MacDonald, City Clerk

Rod De Boer, Mayor

Approved on _____

Reviewed by:  City Administrator
 City Attorney

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

Submitted by: Jared G. Hancock, City Administrator

Action Date: May 1, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Warrants dated May 8th through May 28th numbered 87524 through 87812

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$652,695.61 plus \$216,161.93 in payroll warrants, for a grand total of \$868,857.54

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 |
|--------------------------|------------------|--------------|---------------|----------------------|-----------------------------|-------------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/09/2013 | 87524 | 2 | A-1 CHEMICAL INC | TRASH BAGS | 4629421 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 502.24 | 502.24 |
| Total 4629421: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87525 | 12 | ACTION ROOTER | SEWER PLUGGED | 904511 | 1 | 1000-452-20-43 | TECHNICAL SVCS | 375.00 | 375.00 |
| Total 904511: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87526 | 1070 | AT&T MOBILITY | WIRELESS PHONES POLICE | 835956037X5012013 | 1 | 1000-421-10-45 | COMMUNICATIONS | 172.66 | 172.66 |
| Total 835956037X5012013: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87527 | 68 | BECKWITH MD, DAVID R | PAID 2X P/D OFFICER PHYSICA | 040413CR | 1 | 1000-416-10-43 | PROFESSIONAL SVCS | 110.00- | 110.00- |
| Total 040413CR: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87527 | 68 | BECKWITH MD, DAVID R | SPIROMETRY | 041813 | 1 | 1000-422-10-43 | PROFESSIONAL SVCS | 85.00 | 85.00 |
| Total 041813: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87527 | 68 | BECKWITH MD, DAVID R | SPIROMETRY | 042513 | 1 | 1000-422-10-43 | PROFESSIONAL SVCS | 85.00 | 85.00 |
| Total 042513: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | CLIP, SINGLE CUT KEY, BUNGE | 268964 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 77.48 | 77.48 |
| Total 268964: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | FASTENERS, CONNECTORS | 268973 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-F | 57.21 | 57.21 |
| Total 268973: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | FASTENERS, SPRINKLE | 268984 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 40.09 | 40.09 |

| 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 269984: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | PVC NIPPLE, PVC | 269117 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 40.09 | 40.09 |
| Total 269117: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | PVC NIPPLE, PVC | 269131 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 1.62 | 1.62 |
| Total 269131: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | PRE CUT CABLE | 269159 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 28.50 | 28.50 |
| Total 269159: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | KIT CARB | 269181 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-MI | 4.83 | 4.83 |
| Total 269181: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | PVC NIPPLE | 269198 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 9.42 | 9.42 |
| Total 269198: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | FUEL LINES, GAS CAP | 269588 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-MI | 8.69 | 8.69 |
| Total 269588: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | ANCHORS, WIRE ROPE, FASTE | 269666 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 21.23 | 21.23 |
| Total 269666: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | GLOVES | 269840 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 37.70 | 37.70 |
| Total 269840: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | FASTENERS, ROD THREAD | 269886 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 52.49 | 52.49 |
| Total 269886: | | | | | | | | | | | |

| 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 |
|--------------------|------------------|--------------|---------------|-----------------------|----------------------------|----------------|---------|----------------|-------------------------|------------|--------------|
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | FASTENERS, CLAMPS, BRACE, | 269988 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 48.40 | 48.40 |
| Total 269988: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87528 | 76 | BILLINGTON ACE HARD | CLAMPS, WIRE | 269988 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 39.44 | 39.44 |
| Total 269988: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87529 | 1116 | CALIFORNIA BUILDING S | 3RD QTR SPEC REV FUND SB 1 | 043013 | 1 | 1000-2205-006 | DEPOSIT PAYABLE-SB 1473 | 111.60 | 111.60 |
| Total 043013: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87530 | 1006 | CALIFORNIA DEPT OF P | GRADE 2 WATER CERT. | 050213 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00 | 80.00 |
| Total 050213: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87530 | 1006 | CALIFORNIA DEPT OF P | CERT FEE (; GRADE 2 | 05022013 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00 | 80.00 |
| Total 05022013: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87530 | 1006 | CALIFORNIA DEPT OF P | CERT FEE FOR (; | 050613 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00 | 80.00 |
| Total 050613: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87531 | 115 | CASELLE INC. | SOFTWARE SUPPORT 6/13 | 49203 | 1 | 1000-417-10-43 | TECHNICAL SVCS | 1,258.00 | 1,258.00 |
| Total 49203: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87532 | 118 | CBC INNOVIS INC | MEMBERSHIP DUES | 3121003763 | 1 | 1000-417-10-48 | DUES AND MEMBERSHIPS | 10.00 | 10.00 |
| Total 3121003763: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87533 | 7426 | | REFUND GAS DEPOSIT | 10312750212 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 151.00 | 151.00 |
| Total 10312750212: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87534 | 148 | COMPUTER LOGISTICS | 2 HRS MONTHLY MAINTENANCE | 60007 | 1 | 1000-417-10-43 | TECHNICAL SVCS | 220.00 | 220.00 |

| 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 60007: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87534 | 148 | COMPUTER LOGISTICS | MONTHLY EMAIL/PHONE SUPP | 60077 | 1 | 1000-417-10-43 | TECHNICAL SVCS | 220.00 | 220.00 |
| Total 60077: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87535 | 161 | O'REILLY AUTO PARTS | WEED SPRAY, CARB CLEANER | 2740-243015 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-MI | 9.21 | 9.21 |
| Total 2740-243015: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87536 | 166 | D & L DISTRIBUTING INC | SODAWATER FOR GOLF COU | 437288 | 1 | 7530-451-55-46 | SUPPLIES - GENERAL | 75.00 | 75.00 |
| Total 437288: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87537 | 173 | DATCO SERVICES | SUBSTANCE TEST -4/9-4/23-4/3 | 21174072 | 1 | 1000-416-10-43 | TECHNICAL SVCS | 156.00 | 156.00 |
| Total 21174072: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87538 | 174 | DATEMA, STEVEN K. | AIRPORT MANAGER 5/13 | 050313 | 1 | 7201-430-81-43 | TECHNICAL SVCS | 1,870.60 | 1,870.60 |
| Total 050313: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87539 | 182 | DEPARTMENT OF CONS | 3RD QUARTER SMIP FEE REPO | 043013 | 1 | 1000-2205-003 | DEPOSITS-STRONG MOTION P | 241.39 | 241.39 |
| Total 043013: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87540 | 194 | DIAMOND SAW SHOP IN | CUTOFF WHEELS | 11491 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 32.14 | 32.14 |
| Total 11491: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87540 | 194 | DIAMOND SAW SHOP IN | WEEDEATER PARTS | 11494 | 1 | 1000-452-20-44 | MISC - REPAIR & MAINTENANC | 6.87 | 6.87 |
| Total 11494: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87541 | 7421 | REFUND GAS DEPOSIT | REFUND GAS DEPOSIT | 10125950506 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 191.53 | 191.53 |
| Total 10125950506: | | | | | | | | | | | |

| 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 |
|-----------------|------------------|--------------|---------------|----------------------|----------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/09/2013 | 87542 | 7293 | DIG IT CONSTRUCTION | CONTRACTOR WON BID 2012 R | 050713 | 1 | 3019-431-20-44 | CONSTRUCTION SERVICE | 246,544.71 | 246,544.71 |
| Total 050713: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87543 | 208 | TR EX | 5/19/13 | 042813 | 1 | 1000-421-10-45 | TRAINING | 390.50 | 390.50 |
| Total 042813: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87544 | 219 | ED STAUB & SONS PETR | 107.5 GAL PROPANE GOLF CO | 0098544 | 1 | 7530-451-52-46 | GASOLINE | 220.73 | 220.73 |
| Total 0098544: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87544 | 219 | ED STAUB & SONS PETR | 18.50 GAL PROPANE CITY SHO | 1190087 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 61.65 | 61.65 |
| Total 1190087: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87545 | 238 | FASTENAL COMPANY | FITTINGS | 52407 | 1 | 7620-430-10-44 | REPAIR AND MAINTENANCE-F | 13.58 | 13.58 |
| Total 52407: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87545 | 238 | FASTENAL COMPANY | CREDIT FOR FREIGHT | 52408 | 1 | 7620-430-10-44 | REPAIR AND MAINTENANCE-F | 7.07 | 7.07 |
| Total 52408: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87546 | 241 | FEATHER PUBLISHING C | GOLF ADS 4/10/13 | 00898940 | 1 | 7530-451-52-45 | ADVERTISING | 247.80 | 247.80 |
| Total 00898940: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87546 | 241 | FEATHER PUBLISHING C | ORDIANCE AMENDED | PO#7567 | 1 | 1000-411-40-45 | ADVERTISING | 237.50 | 237.50 |
| Total PO#7567: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87547 | 1033 | FGL ENVIRONMENTAL | WEEKLY WATER SAMPLING | 372110A | 1 | 7110-430-42-43 | TECHNICAL SVCS | 105.00 | 105.00 |
| Total 372110A: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87548 | 257 | FOREST OFFICE EQUIP | COPIES - KYOCERA COPIER 7/ | CC4251 | 1 | 7620-430-10-44 | RENT & LEASE EQUIP & VEHIC | 203.44 | 203.44 |

| 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 CC4251: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87549 | 265 | FRONTIER - IRREGULAR | 257-2520 GOLF COURSE | 2520 050113 | 1 | 7530-451-52-45 | COMMUNICATIONS | 203.44 | 203.44 |
| Total 2520 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87550 | 280 | GRANITE CONSTRUCTIO | TACK FOR PAVING | 470453 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 200.37 | 200.37 |
| Total 470453: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87551 | 1148 | GREATAMERICA FINANC | COPIER LEASE 7/12 - 6/13 | 13655717 | 1 | 7620-430-10-44 | RENT & LEASE EQUIP & VEHIC | 590.00 | 590.00 |
| Total 13655717: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87552 | 1380 | HAUGE BRUECK ASSOCI | LABOR 3/31/13-4/27/13 | 13001-4 | 1 | 3025-417-10-43 | PROFESSIONAL SERVICES | 4,569.09 | 4,569.09 |
| Total 13001-4: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87553 | 1075 | INDEPENDENT ELECTRI | CENTURION VALVES | S101491289001 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 2,175.01 | 2,175.01 |
| Total S101491289001: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87554 | 335 | J.W. WOOD CO INC | HACKSAW | S061347 | 1 | 1000-452-20-46 | SUPPLIES-JANITORIAL | 5.29 | 5.29 |
| Total S061347: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87554 | 335 | J.W. WOOD CO INC | FILTER | S061374 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 16.17 | 16.17 |
| Total S061374: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87554 | 335 | J.W. WOOD CO INC | PATCH CLAMP | S062411 | 1 | 1000-452-20-44 | FACILITY - REPAIR & MAINTEN | 18.24 | 18.24 |
| Total S062411: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87554 | 335 | J.W. WOOD CO INC | PATCH CLAMP | S06241100 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 18.24 | 18.24 |
| Total S06241100: | | | | | | | | | | | |

| 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 |
|--------------------|------------------|--------------|---------------|--------------------|------------------------------|----------------|---------|----------------|-----------------------------|------------|--------------|
| 05/13 | 05/09/2013 | 87554 | 335 | J.W. WOOD CO INC | PUT IN 2XS | S06241100CR | 1 | 1000-452-20-44 | FACILITY - REPAIR & MAINTEN | 18.24 | 18.24 |
| Total S06241100CR: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87555 | 1292 | | CEDAR PANTHER FIRE 5/2-5/7 | 050713 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 2,889.00 | 2,889.00 |
| Total 050713: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87556 | 7425 | | REFUND GAS DEPOSIT | 10411760008 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 173.20 | 173.20 |
| Total 10411760008: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87557 | 411 | LASSEN MOTOR PARTS | START FLUID | 173344 | 1 | 1000-422-10-44 | FACILITY - REPAIR & MAINTEN | 7.07 | 7.07 |
| Total 173344: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87557 | 411 | LASSEN MOTOR PARTS | HYD OIL | 173690 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 47.99 | 47.99 |
| Total 173690: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87557 | 411 | LASSEN MOTOR PARTS | FUEL FILTER | 173714 | 1 | 1000-422-10-44 | FACILITY - REPAIR & MAINTEN | 17.29 | 17.29 |
| Total 173714: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87557 | 411 | LASSEN MOTOR PARTS | FUEL FILTER | 174075 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 12.77 | 12.77 |
| Total 174075: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87557 | 411 | LASSEN MOTOR PARTS | COOLANT, FUEL FILTER, OIL FI | 174172 | 1 | 1000-422-10-44 | VEHICLE - REPAIR & MAINTEN | 57.73 | 57.73 |
| Total 174172: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87558 | 1102 | LASSEN PC | SERVER LIC/SERVER 1 GB 4/13 | 5896 | 1 | 1000-422-10-43 | TECHNICAL SVCS | 101.99 | 101.99 |
| Total 5896: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87559 | 413 | LASSEN TIRE | PARKS #102 4 MOUNT/DISMOU | 43965 | 1 | 1000-452-20-44 | VEHICLE - REPAIR & MAINTEN | 70.00 | 70.00 |

| 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 43965: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87559 | 413 | LASSEN TIRE | PARKS #103 2MOUNT/DISMOU | 43969 | 1 | 1000-452-20-44 | VEHICLE - REPAIR & MAINTEN | 70.00 | 70.00 |
| Total 43969: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87560 | 437 | LMUD | ROOSEVELT POOL | 1744 042613 | 1 | 1000-452-20-46 | ELECTRICITY | 15.82 | 15.82 |
| Total 1744 042613: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87560 | 437 | LMUD | RIVERSIDE PARK | 1999 042613 | 1 | 1000-452-20-46 | ELECTRICITY | 26.84 | 26.84 |
| Total 1999 042613: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87560 | 437 | LMUD | RIVERSIDE PARK LIGHT | 9501 042613 | 1 | 1000-452-20-46 | ELECTRICITY | 92.80 | 92.80 |
| Total 9501 042613: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87561 | 452 | MARTIN SECURITY SYST | 115 N WEATHERLOW 5/13-7/13 | 022071 | 1 | 1000-1430-105 | PREPAID - OTHER | 28.00 | 28.00 |
| 05/13 | 05/09/2013 | 87561 | 452 | MARTIN SECURITY SYST | 115 N WEATHERLOW 5/13-7/13 | 022071 | 2 | 1000-451-80-43 | TECHNICAL SVCS | 56.00 | 56.00 |
| Total 022071: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87561 | 452 | MARTIN SECURITY SYST | 60 N LASSEN 5/2013 | 022128 | 1 | 1000-417-10-43 | TECHNICAL SVCS | 43.00 | 43.00 |
| Total 022128: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87562 | 473 | MICHAEL KIRACK CONS | REMODEL OF TRAINING ROOM | 3292 | 1 | 1000-421-10-44 | FACILITY - REPAIR & MAINTEN | 3,944.00 | 3,944.00 |
| Total 3292: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87563 | 481 | MISSION LINEN & UNIFO | P/W ADMIN LINEN SERVICES 5/ | 250150651 | 1 | 7620-430-10-44 | LINEN SERVICE | 62.72 | 62.72 |
| Total 250150651: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87563 | 481 | MISSION LINEN & UNIFO | GAS DEPT LINEN SERVICES 5/ | 250150652 | 1 | 7401-430-62-44 | LINEN SERVICES | 68.93 | 68.93 |

| 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 250150652: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87563 | 481 | MISSION LINEN & UNIFO | WATER DEPT LINEN SERVICES | 250150653 | 1 | 7110-430-42-44 | LINEN SERVICE | 68.93 | 68.93 |
| Total 250150653: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87563 | 481 | MISSION LINEN & UNIFO | STREETS LINEN SERVICES 577/ | 250150654 | 1 | 2007-431-20-44 | LINEN SERVICE | 56.08 | 56.08 |
| Total 250150654: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87564 | 7422 | | REFUND GAS DEPOSIT | 10114440010 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 168.43 | 168.43 |
| Total 10114440010: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87565 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 327938B | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 93.21 | 93.21 |
| 05/13 | 05/09/2013 | 87565 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 327938B | 2 | 7530-451-55-46 | SUPPLIES - GENERAL | 27.45 | 27.45 |
| Total 327938B: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87566 | 1300 | | CEDARPANTHER FIRE 5/2-5/7 | 050713 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 3,244.05 | 3,244.05 |
| Total 050713: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87567 | 1003 | | CEDAR PANTHER FIRE 5/2-5/7 | 050713 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 3,244.05 | 3,244.05 |
| Total 050713: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87568 | 1228 | ONLINE INFORMATION S | ONLINE UTILITY EXCHANGE 4/ | 492595 | 1 | 7110-430-42-48 | TAXES, FEES, PERMITS & CHA | 96.17 | 96.17 |
| 05/13 | 05/09/2013 | 87568 | 1228 | ONLINE INFORMATION S | ONLINE UTILITY EXCHANGE 4/ | 492595 | 2 | 7401-430-62-48 | TAXES, FEES, PERMITS & CHA | 96.18 | 96.18 |
| Total 492595: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87569 | 544 | PARDNER INC | SULFATE | 032258 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 333.25 | 333.25 |
| Total 032258: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87569 | 544 | PARDNER INC | WEEDKILLER | 032374 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 559.22 | 559.22 |

| 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 032374: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87570 | 546 | PAYLESS BUILDING SUP BOARD | 2450516 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | | 559.22 | 559.22 |
| Total 2450516: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87571 | 548 | PEE WEE ENTERPRISES | SDG LOAD DUMPED MEM PAR | 13031101 | 1 | 1000-452-21-46 | SUPPLIES-GENERAL | 200.47 | 200.47 |
| Total 13031101: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87572 | 556 | PITNEY BOWES INC | METER TAPE- POSTAGE MACH | 475218 | 1 | 1000-417-10-46 | SUPPLIES-GENERAL | 75.83 | 75.83 |
| Total 475218: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87573 | 582 | RAY MORGAN CO INC | FIRE DEPT 5/20/13-8/19/13 | 417873 | 1 | 1000-1430-105 | PREPAID - OTHER | 169.51 | 169.51 |
| 05/13 | 05/09/2013 | 87573 | 582 | RAY MORGAN CO INC | FIRE DEPT 5/20/13-8/19/13 | 417873 | 2 | 1000-422-10-43 | TECHNICAL SVCS | 16.83 | 16.83 |
| Total 417873: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87573 | 582 | RAY MORGAN CO INC | DOWNSTAIRS COPIER-6/13 | 426532 | 1 | 1000-417-10-44 | RENT & LEASES EQUIP & VEHI | 134.41 | 134.41 |
| 05/13 | 05/09/2013 | 87573 | 582 | RAY MORGAN CO INC | POLICE DEPT COPIER-6/13 | 426532 | 2 | 1000-421-10-44 | RENT & LEASES EQUIP & VEHI | 79.11 | 79.11 |
| 05/13 | 05/09/2013 | 87573 | 582 | RAY MORGAN CO INC | UPSTAIRS COPIER-6/13 | 426532 | 3 | 1000-417-10-44 | RENT & LEASES EQUIP & VEHI | 181.81 | 181.81 |
| Total 426532: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87574 | 7427 | CARL MOYER CYCLE 13 | | 050813 | 1 | 8405-430-10-48 | GRANTS | 35,000.00 | 35,000.00 |
| Total 050813: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87575 | 7424 | REFUND GAS DEPOSIT | | 10306904022 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 119.80 | 119.80 |
| Total 10306904022: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87576 | 638 | SIERRA CHEMICAL COM | CONTAINER DEPOSIT RETURN | 043013 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 111.00- | 111.00- |
| Total 043013: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87576 | 638 | SIERRA CHEMICAL COM | CHLORINE | 249289 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 689.73 | 689.73 |

| 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 249289: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 606 NEVADA ST | 1274 050113 | 1 | 1000-417-10-44 | SEWER | 689.73 | 689.73 |
| Total 1274 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 66 N LASSEN ST | 1276 050113 | 1 | 1000-417-10-44 | SEWER | 85.60 | 85.60 |
| Total 1276 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 600 NEVADA ST | 1284 050113 | 1 | 1000-417-10-44 | SEWER | 90.90 | 90.90 |
| Total 1284 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 115 N WEATHERLOW ST | 1448 050113 | 1 | 1000-451-80-44 | SEWER | 42.80 | 42.80 |
| Total 1448 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 65 N WEATHERLOW & ROOPS | 1449 050113 | 1 | 1000-452-20-44 | SEWER | 85.60 | 85.60 |
| Total 1449 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 1505 MAIN ST | 2064 050113 | 1 | 1000-422-10-44 | SEWER | 42.80 | 42.80 |
| Total 2064 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 1801 MAIN ST | 2121 050113 | 1 | 1000-421-10-44 | SEWER | 42.80 | 42.80 |
| Total 2121 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 720 SOUTH ST | 3203 050113 | 1 | 7620-430-10-44 | SEWER | 42.80 | 42.80 |
| Total 3203 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 1850 RIVER ST | 3667 050113 | 1 | 1000-452-20-44 | SEWER | 42.80 | 42.80 |
| Total 3667 050113: | | | | | | | | | | | |

| 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 |
|--------------------|------------------|--------------|---------------|-----------------------|-----------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 1600 RIVERSIDE DR | 3668 050113 | 1 | 1000-452-20-44 | SEWER | 42.80 | 42.80 |
| Total 3668 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87577 | 677 | SUSANVILLE SANITARY | 1200 NORTH ST | 3669 050113 | 1 | 1000-452-20-44 | SEWER | 42.80 | 42.80 |
| Total 3669 050113: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87578 | 696 | TECH SERVICES | MONTHLY MAINT. FEE TO ASS | 1478 | 1 | 7201-430-81-43 | TECHNICAL SVCS | 575.00 | 575.00 |
| Total 1478: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87579 | 968 | TECHNOFLO SYSTEMS | WATER METER REPAIR AT TAN | 11344 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-F | 293.20 | 293.20 |
| Total 11344: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87580 | 712 | TNS TRUCKING CO | CONCRETE SLURRY | 626 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 320.89 | 320.89 |
| Total 626: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87581 | 728 | U S POSTMASTER | GAS BILLING POSTAGE | 050913 | 1 | 7401-430-62-46 | POSTAGE | 99.89 | 99.89 |
| 05/13 | 05/09/2013 | 87581 | 728 | U S POSTMASTER | WATER BILLING POSTAGE | 050913 | 2 | 7110-430-42-46 | POSTAGE | 193.91 | 193.91 |
| Total 050913: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87582 | 530 | U.S. BANK EQUIPMENT F | COPIER - CITY HALL (DOWNST | 227695780 | 1 | 1000-417-10-44 | RENT & LEASES EQUIP & VEHI | 400.91 | 400.91 |
| 05/13 | 05/09/2013 | 87582 | 530 | U.S. BANK EQUIPMENT F | COPIER - CITY HALL (UPSTAIR | 227695780 | 2 | 1000-417-10-44 | RENT & LEASES EQUIP & VEHI | 296.33 | 296.33 |
| 05/13 | 05/09/2013 | 87582 | 530 | U.S. BANK EQUIPMENT F | COPIER - POLICE | 227695780 | 3 | 1000-421-10-44 | RENT & LEASES EQUIP & VEHI | 174.32 | 174.32 |
| Total 227695780: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87583 | 758 | WALMART COMMUNITY | REPORT FOLDERS | 00204 | 1 | 7620-430-10-46 | SUPPLIES-GENERAL | 25.38 | 25.38 |
| Total 00204: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87583 | 758 | WALMART COMMUNITY | PENS, BINDERS, INDEX CARD, | 02331032813 | 1 | 7620-430-10-46 | SUPPLIES-GENERAL | 74.20 | 74.20 |
| Total 02331032813: | | | | | | | | | | | |

| 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 |
|-----------------|------------------|--------------|---------------|--------------------|-----------------------------|----------------|---------|----------------|-----------------------------|------------|--------------|
| 05/13 | 05/09/2013 | 87583 | 758 | WALMART COMMUNITY | PAINT SUPPLIES FOR LITTLE L | 05296 | 1 | 1000-452-20-44 | FACILITY - REPAIR & MAINTEN | 77.85 | 77.85 |
| Total 05296: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87583 | 758 | WALMART COMMUNITY | SOAP, AJAX, CLOROX WIPES | 05432 | 1 | 1000-422-10-46 | SUPPLIES-JANITORIAL | 69.42 | 69.42 |
| Total 05432: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87583 | 758 | WALMART COMMUNITY | GOLF PENCILS | 05638 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 12.16 | 12.16 |
| Total 05638: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | PIPE | 65499084 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 25.06 | 25.06 |
| Total 65499084: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | NIPPLES | 65513895 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 9.25 | 9.25 |
| Total 65513895: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | BUSHINGS, COUPLINGS, PVC P | 65515163 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 97.32 | 97.32 |
| Total 65515163: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | WATERLINE LEAK BANDS | 65515246 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 189.89 | 189.89 |
| Total 65515246: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | TUBING, BUSHING, ADAPTERS | 65516166 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 36.44 | 36.44 |
| Total 65516166: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | THERMOCOUPLES | 65516737 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 369.29 | 369.29 |
| Total 65516737: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | COUPLINGS, CLAMPS | 65516899 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 32.88 | 32.88 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
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| Total 65516899: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87584 | 770 | WESTERN NEVADA SUP | PIPE | 65518223 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 92.33 | 92.33 |
| Total 65518223: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87585 | 7423 | | REFUND GAS OVERPAYMENT | 10114090014 | 1 | 9999-1001-001 | CASH CLEARING - UTILITIES | 9.06 | 9.06 |
| Total 10114090014: | | | | | | | | | | | |
| 05/13 | 05/09/2013 | 87586 | 1288 | WITTEK GOLF SUPPLY C | TOKENS FOR GOLF COURSE | 293962 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 503.91 | 503.91 |
| Total 293962: | | | | | | | | | | | |
| Grand Totals: | | | | | | | | | | 319,631.14 | 319,631.14 |

Report Criteria:

Report type: GL detail
Check Voided = False

Report Criteria:

Report type: Summary
Check.Check number = 87597-87601
Check.Voided = No

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| Grand Totals: | | | | | <u><u>11,706.72</u></u> |

Report Criteria:

Transmittal checks included

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| 05/10/2013 | CDPT | 05/15/2013 | 223 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 6,472.92- |
| 05/10/2013 | CDPT | 05/15/2013 | 223 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 6,472.92- |
| 05/10/2013 | CDPT | 05/15/2013 | 223 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 1,975.11- |
| 05/10/2013 | CDPT | 05/15/2013 | 223 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 1,975.11- |
| 05/10/2013 | CDPT | 05/15/2013 | 223 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 14,861.76- |
| 04/26/2013 | CDPT | 05/15/2013 | 224 | LABORERS TRUST FUND | 9 | 7650-2203-1 | 938.50- |
| 05/10/2013 | CDPT | 05/15/2013 | 224 | LABORERS TRUST FUND | 9 | 7650-2203-1 | 1,093.50- |
| 05/10/2013 | CDPT | 05/15/2013 | 224 | LABORERS TRUST FUND | 9 | 7650-2203-1 | 58,852.00- |
| 04/26/2013 | CDPT | 05/15/2013 | 87602 | AFLAC | 14 | 8403-2239-0 | 500.24- |
| 04/26/2013 | CDPT | 05/15/2013 | 87602 | AFLAC | 14 | 7650-2203-0 | 152.85- |
| 05/10/2013 | CDPT | 05/15/2013 | 87602 | AFLAC | 14 | 8403-2239-0 | 500.24- |
| 05/10/2013 | CDPT | 05/15/2013 | 87602 | AFLAC | 14 | 7650-2203-0 | 152.85- |
| 05/10/2013 | CDPT | 05/15/2013 | 87603 | CA STATE DISBURSEME | 26 | 7650-2203-0 | 184.61- |
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| 05/10/2013 | CDPT | 05/15/2013 | 87605 | CA STATE DISBURSEME | 37 | 7650-2203-0 | 353.07- |
| 05/10/2013 | CDPT | 05/15/2013 | 87606 | EMPLOYMENT DEV DEP | 7 | 7650-2203-1 | 1,302.54- |
| 05/10/2013 | CDPT | 05/15/2013 | 87607 | EMPLOYMENT DEV. DEP | 6 | 7650-2203-1 | 4,459.75- |
| 04/26/2013 | CDPT | 05/15/2013 | 87608 | GOLDEN ONE CREDIT U | 12 | 7650-2203-0 | 390.00- |
| 05/10/2013 | CDPT | 05/15/2013 | 87608 | GOLDEN ONE CREDIT U | 12 | 7650-2203-0 | 390.00- |
| 05/10/2013 | CDPT | 05/15/2013 | 87609 | JEFFERSON PILOT FINA | 22 | 7650-2203-1 | 125.67- |
| 05/10/2013 | CDPT | 05/15/2013 | 87609 | JEFFERSON PILOT FINA | 22 | 7650-2203-1 | 184.50- |
| 05/10/2013 | CDPT | 05/15/2013 | 87610 | NATIONWIDE RETIREME | 5 | 7650-2203-0 | 125.00- |
| 04/26/2013 | CDPT | 05/15/2013 | 87611 | NEW IMAGE RACQUETB | 30 | 7650-2203-0 | 165.50- |
| 05/10/2013 | CDPT | 05/15/2013 | 87611 | NEW IMAGE RACQUETB | 30 | 7650-2203-0 | 165.50- |
| 04/26/2013 | CDPT | 05/15/2013 | 87612 | OPERATING ENGINEERS | 11 | 7650-2203-0 | 497.50- |
| 05/10/2013 | CDPT | 05/15/2013 | 87612 | OPERATING ENGINEERS | 11 | 7650-2203-0 | 563.00- |
| 04/26/2013 | CDPT | 05/15/2013 | 87613 | PRE-PAID LEGAL SERVI | 13 | 7650-2203-0 | 15.96- |
| 05/10/2013 | CDPT | 05/15/2013 | 87613 | PRE-PAID LEGAL SERVI | 13 | 7650-2203-0 | 15.94- |
| 05/10/2013 | CDPT | 05/15/2013 | 87614 | UPEC, LOCAL 792 | 10 | 7650-2203-1 | 1,944.00- |
| 05/10/2013 | CDPT | 05/15/2013 | 87615 | VALIC | 4 | 7650-2203-0 | 2,302.05- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 15,847.97- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 11,413.30- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 5,619.41- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 202.77- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 158.45- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 146.18- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 107.77- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 115.41- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 15.00- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 4,913.77- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 1,218.07- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 2,540.86- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 32.00- |
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Report Criteria:
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| 05/13 | 05/16/2013 | 87618 | 6 | ACCAP | 12/13 MEMBERSHIP DUES | 042013 | 1 | 1000-417-10-48 | DUES AND MEMBERSHIPS | 300.00 | 300.00 |
| 05/13 | 05/16/2013 | 87618 | 6 | ACCAP | 13/14 MEMBERSHIP DUES | 042013 | 2 | 1000-1430-105 | PREPAID - OTHER | 1,500.00 | 1,500.00 |
| Total 042013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87619 | 1372 | AERVOE INDUSTRIES IN | YELLOW PAINT, PINK | 769601 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 230.96 | 230.96 |
| 05/13 | 05/16/2013 | 87619 | 1372 | AERVOE INDUSTRIES IN | YELLOW PAINT, PINK | 769601 | 2 | 7620-430-10-46 | SUPPLIES-GENERAL | 115.51 | 115.51 |
| Total 769601: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87620 | 21 | AIRGAS USA, LLC | ACETYLENE/ARGON//OXYGEN/ | 9909304351 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 58.50 | 58.50 |
| 05/13 | 05/16/2013 | 87620 | 21 | AIRGAS USA, LLC | ACETYLENE/ARGON//OXYGEN/ | 9909304351 | 2 | 7401-430-62-46 | SUPPLIES-GENERAL | 34.80 | 34.80 |
| 05/13 | 05/16/2013 | 87620 | 21 | AIRGAS USA, LLC | ACETYLENE/ARGON//OXYGEN/ | 9909304351 | 3 | 2007-431-20-44 | REPAIR AND MAINTENANCE-V | 70.03 | 70.03 |
| 05/13 | 05/16/2013 | 87620 | 21 | AIRGAS USA, LLC | ACETYLENE/ARGON//OXYGEN/ | 9909304351 | 4 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 70.03 | 70.03 |
| 05/13 | 05/16/2013 | 87620 | 21 | AIRGAS USA, LLC | ACETYLENE/ARGON//OXYGEN/ | 9909304351 | 5 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 70.03 | 70.03 |
| Total 9909304351: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87621 | 69 | BEE LINE TRUCKING | BACKHOE RENTAL 03/31/13-04 | 130426 | 1 | 7401-430-62-44 | RENT & LEASES EQUIP & VEHI | 1,920.00 | 1,920.00 |
| Total 130426: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87622 | 7445 | | REFUND WATER DEPOSIT | 10507800008 | 1 | 7110-2228-000 | DEPOSITS-CUSTOMER | 4.68 | 4.68 |
| Total 10507800008: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | FILTER | 262471 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 4.99 | 4.99 |
| Total 262471: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | CONNECT WINGGARD | 268511 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 4.15 | 4.15 |
| Total 268511: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | SINGLE KEY CUT | 268913 | 1 | 7530-451-52-44 | REPAIR & MAINT - BUILDING | 6.54 | 6.54 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|--------------------|---------------------|-----------------|------------------|---------------------|--------------------|-------------------|------------|------------------|--------------------|---------------|-----------------|
| Total 269913: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | ELECTRICAL TAPE | 270198 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 6.54 | 6.54 |
| Total 270198: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | ELBOW | 270212 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 7.92 | 7.92 |
| Total 270212: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | GAS CAN NO SPILL | 270279 | 1 | 7301-430-52-46 | SUPPLIES-GENERAL | 23.21 | 23.21 |
| Total 270279: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | MARKING PAINT | 270304 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 14.49 | 14.49 |
| Total 270304: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | CONNECTOR | 270341 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 26.07 | 26.07 |
| Total 270341: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | FASTENERS | 270823 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 5.98 | 5.98 |
| Total 270823: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | ELBOW | 270832 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 3.57 | 3.57 |
| Total 270832: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87623 | 76 | BILLINGTON ACE HARD | REDUCER, NIPPLE | 270903 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 6.44 | 6.44 |
| Total 270903: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87624 | 7442 | | REFUND GAS DEPOSIT | 10531550011 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 128.56 | 128.56 |
| Total 10531550011: | | | | | | | | | | | |

| 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 |
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| 05/13 | 05/16/2013 | 87625 | 7440 | | REFUND GAS DEPOSIT | 10105100100 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 200.00 | 200.00 |
| 05/13 | 05/16/2013 | 87625 | 7440 | | REFUND GAS OVERPAYMENT | 10105100100 | 2 | 9999-1001-001 | CASH CLEARING - UTILITIES | 3.90 | 3.90 |
| Total 10105100100: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 110 NORTH | 110NORTH 050413 | 1 | 1000-452-20-44 | DISPOSAL | 185.03 | 185.03 |
| Total 110NORTH 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 470-895 CIRCLE | 470895CIRCLE 050413 | 1 | 7530-451-52-44 | DISPOSAL | 185.03 | 185.03 |
| Total 470895CIRCLE 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 66 N LASSEN ST | 66N LASSEN 050413 | 1 | 1000-417-10-44 | DISPOSAL | 153.73 | 153.73 |
| Total 66N LASSEN 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 95 N WEATHERLOW | 95NWEATHERLOW 050413 | 1 | 1000-452-20-44 | DISPOSAL | 185.03 | 185.03 |
| Total 95NWEATHERLOW 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - B OF A | PLC BOFA 050413 | 1 | 2007-431-20-44 | DISPOSAL | 18.19 | 18.19 |
| Total PLC BOFA 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - LSN HO | PLC LSNHOTEL2 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLC LSNHOTEL2 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - 600 MAI | PLC600MAIN 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLC600MAIN 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - BUEHL | PLCBUEHLER 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCBUEHLER 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - DIAMO | PLCDMNDMTN 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |

| 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 |
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| Total PLCDMDMTN 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - ELKS L | PLCELKSLODGE 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCELKSLODGE 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - FROST | PLCFROSTMILL 050413 | 1 | 2007-431-20-44 | DISPOSAL | 18.19 | 18.19 |
| Total PLCFROSTMILL 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - GROCE | PLCGROCOUT 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCGROCOUT 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - KIMS KI | PLCKIMSKITCHEN050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCKIMSKITCHEN050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - KNOCH | PLCKNOCHBLD 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCKNOCHBLD 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - LASSEN | PLCLASSENHS 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCLASSENHS 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - LESLIE | PLCLESLIES 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCLESLIES 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - LV CHA | PLCLVCHRTR 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCLVCHRTR 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - MT LAS | PLCMTLASSEN 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCMTLASSEN 050413: | | | | | | | | | | | |

| 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 |
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| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - MT LAS | PLCMTLASSEN 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCMTLASSEN 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - PANCE | PLCPANCERAPLZ 05041 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCPANCERAPLZ 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - POST O | PLCPOSTOFFICE 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCPOSTOFFICE 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - SIERRA | PLCSIERRAJWRLY05041 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCSIERRAJWRLY050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - SIERRA | PLCSIERRATHRT 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCSIERRATHRT 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - STATE | PLCSTATEFARM 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCSTATEFARM 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - SVILLE | PLCSVILLERE 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCSVILLERE 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - UPTOW | PLCUPTOWNPK 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCUPTOWNPK 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | PUBLIC LITTER CANS - VETS M | PLCVETMEM 050413 | 1 | 2007-431-20-44 | DISPOSAL | 36.38 | 36.38 |
| Total PLCVETMEM 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 925 SIERRA ST | SVL15 050413 | 1 | 7401-430-62-44 | DISPOSAL | 153.73 | 153.73 |

| 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 SVL15 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 1801 MAIN ST | SVL7 050413 | 1 | 1000-421-10-44 | DISPOSAL | 153.73 | 153.73 |
| Total SVL7 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87626 | 1307 | C&S WASTE SOLUTIONS | 720 SOUTH ST/SHOP | SVL8 060413 | 1 | 7620-430-10-44 | DISPOSAL | 146.65 | 146.65 |
| Total SVL8 050413: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87627 | 1006 | CALIFORNIA DEPT OF P | GRADE 2 WATER CERT.GEOR | 050213 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00 | 80.00 |
| Total 050213: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87627 | 1006 | CALIFORNIA DEPT OF P | CERT FEE GEORGE, GRADE 2 | 05022013 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00 | 80.00 |
| Total 05022013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87627 | 1006 | CALIFORNIA DEPT OF P | CERT FEE FOR PRITCHARD, G | 050613 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00 | 80.00 |
| Total 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87627 | 1006 | CALIFORNIA DEPT OF P | CERT FEE GEORGE,F HAD 2 IN | CR05022013 | 1 | 7110-430-42-48 | DUES AND MEMBERSHIPS | 80.00- | 80.00- |
| Total CR05022013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87628 | 156 | CREATIVE FORMS & CO | #10 WINDOW ENVELOPES | 111953 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 320.75 | 320.75 |
| 05/13 | 05/16/2013 | 87628 | 156 | CREATIVE FORMS & CO | #10 WINDOW ENVELOPES | 111953 | 2 | 7110-430-42-46 | SUPPLIES-GENERAL | 320.75 | 320.75 |
| Total 111953: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87629 | 194 | DIAMOND SAW SHOP IN | TRIMMER PARTS | 11528 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 32.20 | 32.20 |
| Total 11528: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87630 | 7428 | | REFUND WATER DEPOSIT | 10332600001 | 1 | 7110-2228-000 | DEPOSITS-CUSTOMER | 18.08 | 18.08 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|-----------------------------|------------------|--------------|---------------|----------------------|----------------------------|----------------------|---------|----------------|----------------------|------------|--------------|
| Total 10332600001: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87631 | 219 | ED STAUB & SONS PETR | 4000 GAL UNLEADED | 1187690 | 1 | 1000-1410-001 | INVENTORIES-GASOLINE | 14,283.92 | 14,283.92 |
| 05/13 | 05/16/2013 | 87631 | 219 | ED STAUB & SONS PETR | 4000 GAL UNLEADED | 1187690 | 2 | 1000-1410-001 | INVENTORIES-GASOLINE | 3.57- | 3.57- |
| Total 1187690: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87632 | 241 | FEATHER PUBLISHING C | DOG LICENSE FORMS | 00896025 | 1 | 1000-421-10-46 | SPAY/NEUTER CLINIC | 428.37 | 428.37 |
| Total 00896025: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87632 | 241 | FEATHER PUBLISHING C | BUSINESS CARDS | 00896026 | 1 | 1000-419-10-46 | SUPPLIES-GENERAL | 62.62 | 62.62 |
| Total 00896026: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87632 | 241 | FEATHER PUBLISHING C | FIREFIGHTER JOB AD 4/24/13 | 00901483 | 1 | 1000-416-10-45 | ADVERTISING | 39.62 | 39.62 |
| Total 00901483: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87632 | 241 | FEATHER PUBLISHING C | PO#7532 PARK PROJECT | PO#7532 PARK PROJECT | 1 | 1000-419-10-45 | ADVERTISING | 58.80 | 58.80 |
| Total PO#7532 PARK PROJECT: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87632 | 241 | FEATHER PUBLISHING C | PO#7569 HEARING N/D & ADOP | PO#7569 | 1 | 1000-419-10-45 | ADVERTISING | 112.70 | 112.70 |
| Total PO#7569: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87633 | 1033 | FGL ENVIRONMENTAL | WEEKLY WATER SAMPLING | 372120A | 1 | 7110-430-42-43 | TECHNICAL SVCS | 133.00 | 133.00 |
| Total 372120A: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87634 | 5765 | | REFUND WATER DEPOSIT | 10208650002 | 1 | 7110-2228-000 | DEPOSITS-CUSTOMER | 61.14 | 61.14 |
| Total 10208650002: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87635 | 7431 | | REFUND GAS DEPOSIT | 10225700023 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 189.74 | 189.74 |

Check Issue Dates: 5/16/2013 - 5/16/2013

May 16, 2013 12:02PM

| 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 10225700023: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 DSL SERVICE | 1000 050513 | 1 | 1000-417-10-45 | COMMUNICATIONS | 189.74 | 189.74 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 ADMIN FAX | 1000 050513 | 2 | 1000-413-20-45 | COMMUNICATIONS | 145.00 | 145.00 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 CITY CLERK FAX | 1000 050513 | 3 | 1000-411-40-45 | COMMUNICATIONS | .04 | .04 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 CITY ADMIN | 1000 050513 | 4 | 1000-413-20-45 | COMMUNICATIONS | .03 | .03 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 CITY CLERK | 1000 050513 | 5 | 1000-411-40-45 | COMMUNICATIONS | 18.66 | 18.66 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 FINANCE | 1000 050513 | 6 | 1000-415-10-45 | COMMUNICATIONS | 12.44 | 12.44 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 COMM DEVELOPMEN | 1000 050513 | 7 | 1000-419-10-45 | COMMUNICATIONS | 12.44 | 12.44 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 CITY HALL | 1000 050513 | 8 | 1000-417-10-45 | COMMUNICATIONS | 12.43 | 12.43 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 GAS - DEBIT MACHIN | 1000 050513 | 9 | 7401-430-62-45 | COMMUNICATIONS | 111.07 | 111.07 |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1000 WATER - DEBIT MACH | 1000 050513 | 10 | 7110-430-42-45 | COMMUNICATIONS | 24.15 | 24.15 |
| Total 1000 050513: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1033 PARKS | 1033 050513 | 1 | 1000-452-20-45 | COMMUNICATIONS | 360.41 | 360.41 |
| Total 1033 050513: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1041 PW ADMIN | 1041 050513 | 1 | 7620-430-10-45 | COMMUNICATIONS | 152.02 | 152.02 |
| Total 1041 050513: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1051 PW STREETS | 1051 050513 | 1 | 7620-430-10-45 | COMMUNICATIONS | 270.13 | 270.13 |
| Total 1051 050513: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-1182 NAT GAS TELEMETRY | 1182 051013 | 1 | 7401-430-62-45 | COMMUNICATIONS | 270.13 | 270.13 |
| Total 1182 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 252-1182 WATER SCADA | 21182 051013 | 1 | 7110-430-42-45 | COMMUNICATIONS | 31.65 | 31.65 |
| Total 21182 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 252-4247 LASSEN CO AIR POLL | 24247 051013 | 1 | 7620-430-10-45 | COMMUNICATIONS | 29.24 | 29.24 |
| Total 24247 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 252-4247 LASSEN CO AIR POLL | 24247 051013 | 1 | 7620-430-10-45 | COMMUNICATIONS | 279.62 | 279.62 |
| Total 24247 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 252-4247 LASSEN CO AIR POLL | 24247 051013 | 1 | 7620-430-10-45 | COMMUNICATIONS | 279.62 | 279.62 |
| Total 24247 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 252-4247 LASSEN CO AIR POLL | 24247 051013 | 1 | 7620-430-10-45 | COMMUNICATIONS | 138.89 | 138.89 |
| Total 24247 051013: | | | | | | | | | | | |

| 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 24247 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-2960 HVAC/ELEVATOR LIN | 2960 050513 | 1 | 1000-417-10-45 | COMMUNICATIONS | 29.24 | 29.24 |
| Total 2960 050513: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87636 | 265 | FRONTIER - IRREGULAR | 257-3292 MUSEUM | 3292 051013 | 1 | 1000-451-80-45 | COMMUNICATION | 72.33 | 72.33 |
| Total 3292 051013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87637 | 7429 | | REFUND GAS DEPOSIT | 10424200107 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 170.55 | 170.55 |
| Total 10424200107: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87638 | 298 | HAT CREEK CONSTRUC | BASE ROCK, CONCRETE SAND | S071718 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 629.65 | 629.65 |
| 05/13 | 05/16/2013 | 87638 | 298 | HAT CREEK CONSTRUC | BASE ROCK, CONCRETE SAND | S071718 | 2 | 7401-430-62-46 | SUPPLIES-GENERAL | 629.65 | 629.65 |
| 05/13 | 05/16/2013 | 87638 | 298 | HAT CREEK CONSTRUC | BASE ROCK, CONCRETE SAND | S071718 | 3 | 2007-431-20-46 | SUPPLIES-GENERAL | 629.65 | 629.65 |
| Total S071718: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87639 | 851 | | 2ND PLACE | 050613 | 1 | 1000-422-29-46 | SUPPLIES - PROMOTIONAL | 10.00 | 10.00 |
| Total 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87640 | 7435 | | REFUND GAS DEPOSIT | 10507950015 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 79.22 | 79.22 |
| Total 10507950015: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87641 | 335 | J.W. WOOD CO INC | TURF SUPREME | S062768 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 267.61 | 267.61 |
| Total S062768: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87642 | 412 | LASSEN REGIONAL SOLI | DUMP FEES | 610658 | 1 | 2007-431-20-44 | DISPOSAL | 2.16 | 2.16 |
| Total 610658: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87642 | 412 | LASSEN REGIONAL SOLI | DUMP FEES | 610700 | 1 | 2007-431-20-44 | DISPOSAL | 2.48 | 2.48 |

| 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 610700: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87642 | 412 | LASSEN REGIONAL SOLI | DUMP FEES | 610761 | 1 | 2007-431-20-44 | DISPOSAL | 1.60 | 1.60 |
| Total 610761: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87643 | 413 | LASSEN TIRE | WEED SPRAYER STREETS | 43923 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-V | 55.45 | 55.45 |
| Total 43923: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87644 | 413 | SUSANVILLE TOWING | CASE #13-0108 TOWED KIA SU | 51933 | 1 | 1000-421-10-45 | INVESTIGATIVE FUNDS | 200.00 | 200.00 |
| Total 51933: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87645 | 432 | LEXIS NEXIS | ELECTRONIC LAW LIBRARY SV | 1304214862 | 1 | 1000-412-10-48 | DUES AND MEMBERSHIPS | 143.82 | 143.82 |
| Total 1304214862: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | STREET LIGHTS | 14039 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 181.61 | 181.61 |
| Total 14039 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | STREET LIGHTS | 14041 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 3,250.13 | 3,250.13 |
| Total 14041 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | S GAY ST | 24323 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 24.34 | 24.34 |
| Total 24323 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | 66 N LASSEN STREET | 2466 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 485.60 | 485.60 |
| Total 2466 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | N WEATHERLOW ST TENNIS S | 24661 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 10.00 | 10.00 |
| Total 24661 050613: | | | | | | | | | | | |

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 5/16/2013 - 5/16/2013

| 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 |
|---------------------|------------------|--------------|---------------|-------|--------------------------|----------------|---------|----------------|------------------|------------|--------------|
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | STREET LIGHTS | 2467 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 1,462.69 | 1,462.69 |
| Total 2467 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | 65 N WEATHERLOW ST PARK | 2865 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 84.68 | 84.68 |
| Total 2865 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | 65 N WEATHERLOW ST MUSEU | 2866 050613 | 1 | 1000-451-80-46 | ELECTRICITY | 20.35 | 20.35 |
| Total 2866 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | 65 N WEATHERLOW ST COMM | 2867 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 54.10 | 54.10 |
| Total 2867 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | N WEATHERLOW ST TENNIS C | 2870 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 16.22 | 16.22 |
| Total 2870 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | NORTH ST BASEBALL PARK M | 2873 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 17.72 | 17.72 |
| Total 2873 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | HARRIS BOOSTER STATION | 30658 050613 | 1 | 7110-430-42-46 | ELECTRICITY | 253.52 | 253.52 |
| Total 30658 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | UPTOWN DECORATIVE LIGHTS | 43511 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 201.87 | 201.87 |
| Total 43511 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | 115 N WEATHERLOW ST | 43866 050613 | 1 | 1000-451-80-46 | ELECTRICITY | 55.06 | 55.06 |
| Total 43866 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | N PINE & COOK - SCADA | 44153 050613 | 1 | 7110-430-42-46 | ELECTRICITY | 15.01 | 15.01 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|---------------------|------------------|--------------|---------------|-------|----------------------------|----------------|---------|----------------|-------------------|------------|--------------|
| Total 44153 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | QUARRY ST STREET LIGHTS | 49500 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 15.01 | 15.01 |
| Total 49500 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | MAIN & FOSS SIGNAL LIGHT | 49501 050613 | 1 | 2007-431-60-46 | ELECTRICITY | 161.43 | 161.43 |
| Total 49501 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | 600 NEVADA ST | 54585 050613 | 1 | 1000-417-10-46 | ELECTRICITY | 10.00 | 10.00 |
| Total 54585 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | NORTH ST BASEBALL PARK M | 9283 050613 | 1 | 1000-452-20-46 | ELECTRICITY | 183.17 | 183.17 |
| Total 9283 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | GEO THERMAL PUMP #1 | 9297 050613 | 1 | 7301-430-52-46 | ELECTRICITY | 1,031.23 | 1,031.23 |
| Total 9297 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87646 | 437 | LMUD | MAIN & PINE CHRISTMAS TREE | 94811 050613 | 1 | 1000-466-30-46 | ELECTRICITY | 10.00 | 10.00 |
| Total 94811 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87647 | 7444 | | REFUND GAS DEPOSIT | 10328650024 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 8.12 | 8.12 |
| Total 10328650024: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87648 | 7443 | | REFUND GAS DEPOSIT | 10115250013 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 187.44 | 187.44 |
| Total 10115250013: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87649 | 7432 | | REFUND WATER DEPOSIT | 10305850001 | 1 | 7110-2228-000 | DEPOSITS-CUSTOMER | 44.96 | 44.96 |
| Total 10305850001: | | | | | | | | | | | |

| 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 |
|--------------------|------------------|--------------|---------------|-----------------------|----------------------------|----------------|---------|----------------|---------------------------|------------|--------------|
| 05/13 | 05/16/2013 | 87650 | 7436 | | REFUND GAS DEPOSIT | 10415100002 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 100.00 | 100.00 |
| 05/13 | 05/16/2013 | 87650 | 7436 | | REFUND WATER DEPOSIT | 10415100002 | 2 | 7110-2228-000 | DEPOSITS-CUSTOMER | 1.56 | 1.56 |
| Total 10415100002: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87651 | 7433 | | REFUND WATER DEPOSIT | 10319100001 | 1 | 7110-2228-000 | DEPOSITS-CUSTOMER | 16.64 | 16.64 |
| Total 10319100001: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87652 | 481 | MISSION LINEN & UNIFO | COMM SVCS LINEN SERVICES | 250150655 | 1 | 1000-452-20-44 | LINEN SERVICES | 12.83 | 12.83 |
| Total 250150655: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87652 | 481 | MISSION LINEN & UNIFO | PW ADMIN LINEN SERVICES 5/ | 250151950 | 1 | 7620-430-10-44 | LINEN SERVICE | 62.72 | 62.72 |
| Total 250151950: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87652 | 481 | MISSION LINEN & UNIFO | GAS DEPT LINEN SERVICES 5/ | 250151951 | 1 | 7401-430-62-44 | LINEN SERVICES | 68.93 | 68.93 |
| Total 250151951: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87652 | 481 | MISSION LINEN & UNIFO | WATER DEPT LINEN SERVICES | 250151952 | 1 | 7110-430-42-44 | LINEN SERVICE | 56.08 | 56.08 |
| Total 250151952: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87652 | 481 | MISSION LINEN & UNIFO | STREETS LINEN SERVICES 5/1 | 250151953 | 1 | 2007-431-20-44 | LINEN SERVICE | 6.68 | 6.68 |
| Total 250151953: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87653 | 7434 | NATIONAL STAFFING SO | REFUND GAS DEPOSIT | 10118600019 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 174.41 | 174.41 |
| Total 10118600019: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87654 | 528 | NST ENGINEERING INC | COPIES PARCEL MAPS | 10172 | 1 | 1000-419-10-34 | ZONING & SUBDIVISION FEES | 19.35 | 19.35 |
| Total 10172: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87655 | 5122 | | REFUND GAS DEPOSIT | 10121900019 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 84.20 | 84.20 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
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| Total 10121900019: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87656 | 7441 | | REFUND GAS DEPOSIT | 10114060007 | 1 | 7401-22228-000 | DEPOSITS-CUSTOMER | 84.20 | 84.20 |
| Total 10114060007: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87657 | 544 | PARDNER INC | WEED KILLER | 032361 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 197.80 | 197.80 |
| Total 032361: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87657 | 544 | PARDNER INC | WEED KILLER | 032478 | 1 | 2007-431-20-46 | SUPPLIES-GENERAL | 63.96 | 63.96 |
| Total 032478: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87658 | 7430 | | REFUND WATER DEPOSIT | 10110510011 | 1 | 7110-22228-000 | DEPOSITS-CUSTOMER | 10.65 | 10.65 |
| 05/13 | 05/16/2013 | 87658 | 7430 | | REFUND GAS DEPOSIT | 10110510011 | 2 | 7401-22228-000 | DEPOSITS-CUSTOMER | 200.00 | 200.00 |
| Total 10110510011: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87659 | 550 | PETTY CASH | CHANGE - DOG CLINIC | 051513 | 1 | 1000-421-10-46 | SPAY/NEUTER CLINIC | 300.00 | 300.00 |
| Total 051513: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87660 | 7437 | | REFUND GAS DEPOSIT | 10433330510 | 1 | 7401-22228-000 | DEPOSITS-CUSTOMER | 168.57 | 168.57 |
| Total 10433330510: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87661 | 556 | PITNEY BOWES | MONTHLY LEASE/RENT POSTA | 450062 | 1 | 1000-417-10-46 | SUPPLIES-GENERAL | 86.04 | 86.04 |
| Total 450062: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87662 | 563 | POULSEN WELDING SHO | WALL METER BRACKETS | 5100 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 365.50 | 365.50 |
| Total 5100: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87662 | 563 | POULSEN WELDING SHO | REPAIR OF TRAILER MUFFLER | 5101 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-V | 40.00 | 40.00 |
| 05/13 | 05/16/2013 | 87662 | 563 | POULSEN WELDING SHO | REPAIR OF TRAILER MUFFLER | 5101 | 2 | 2006-431-25-44 | REPAIR & MAINT - VEHICLE | 37.73 | 37.73 |
| 05/13 | 05/16/2013 | 87662 | 563 | POULSEN WELDING SHO | REPAIR OF TRAILER MUFFLER | 5101 | 3 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 213.50 | 213.50 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|------------------|------------------|--------------|---------------|-----------------------|------------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| Total 5101: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87663 | 572 | QUILL CORPORATION | SHARPIE PENS | 2397630 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 291.23 | 291.23 |
| Total 2397630: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87663 | 572 | QUILL CORPORATION | BINDERS, SHARPIE PENS | 2401731 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 89.17 | 89.17 |
| Total 2401731: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87664 | 7438 | | REFUND DEP COMM CENTER | 042913 | 1 | 1000-2228-009 | DEPOSITS-COMM CENTER RE | 50.00 | 50.00 |
| Total 042913: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87665 | 1076 | SIERRA COFFEE AND BE | P/W WATER SERVICES 5/8/13 | 40605 | 1 | 7620-430-10-46 | SUPPLIES-GENERAL | 14.50 | 14.50 |
| Total 40605: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87666 | 1265 | SUSANVILLE PAINT CEN | LITTLE LEAGUE PARK PAINT | 9266 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 467.95 | 467.95 |
| Total 9266: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87666 | 1265 | SUSANVILLE PAINT CEN | BALL PARK FLAT PAINT | 9330 | 1 | 1000-452-21-46 | SUPPLIES-GENERAL | 33.16 | 33.16 |
| Total 9330: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87667 | 1002 | SUSANVILLE VOLUNTEE | DONATION MCFARLAND,CLAIB | 050613 | 1 | 1000-422-29-46 | SUPPLIES - PROMOTIONAL | 200.00 | 200.00 |
| Total 050613: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87668 | 530 | U.S. BANK EQUIPMENT F | FOLDER/INSERTER 5/6/13-6/6/1 | 228290342 | 1 | 7401-430-62-44 | RENT & LEASES EQUIP & VEHI | 187.57 | 187.57 |
| 05/13 | 05/16/2013 | 87668 | 530 | U.S. BANK EQUIPMENT F | FOLDER/INSERTER 5/6/13-6/6/1 | 228290942 | 2 | 7110-430-42-44 | RENT & LEASES EQUIP & VEHI | 187.57 | 187.57 |
| Total 228290342: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87669 | 742 | UPS STORE, THE | GOLF COURSE POSTER | 412 | 1 | 7530-451-52-45 | ADVERTISING | 20.92 | 20.92 |

Check Issue Dates: 5/16/2013 - 5/16/2013

May 16, 2013 12:02PM

| 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 412: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87670 | 7439 | | REFUND GAS DEPOSIT | 10410740108 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 20.92 | 20.92 |
| Total 10410740108: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87671 | 749 | VERIZON WIRELESS | CELLULAR PHONES - BUILDIN | 9704153752 | 1 | 1000-424-20-45 | COMMUNICATIONS | 7.18 | 7.18 |
| 05/13 | 05/16/2013 | 87671 | 749 | VERIZON WIRELESS | CELLULAR PHONES - PARKS | 9704153752 | 2 | 1000-462-20-45 | COMMUNICATIONS | 28.26 | 28.26 |
| 05/13 | 05/16/2013 | 87671 | 749 | VERIZON WIRELESS | CELLULAR PHONES - PUBLIC | 9704153752 | 3 | 7620-430-10-45 | COMMUNICATIONS | 454.48 | 454.48 |
| Total 9704153752: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87672 | 770 | WESTERN NEVADA SUP | IMPORTS, ELLS, TEES | 65506119 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 590.37 | 590.37 |
| Total 65506119: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87672 | 770 | WESTERN NEVADA SUP | THREAD BALL | 65517718 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-V | 15.51 | 15.51 |
| Total 65517718: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87672 | 770 | WESTERN NEVADA SUP | ELLS, COUPLINGS | 65524979 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 20.02 | 20.02 |
| Total 65524979: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87672 | 770 | WESTERN NEVADA SUP | ELLS | CM65506119 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 52.83 | 52.83 |
| Total CM65506119: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87673 | 7362 | WHEELER, TAMMY | PER CONTRACT GOLF COURS | 050813 | 1 | 7530-451-54-43 | TECHNICAL SERVICES | 1,500.00 | 1,500.00 |
| Total 050813: | | | | | | | | | | | |
| 05/13 | 05/16/2013 | 87674 | 821 | | 2ND PLACE DRAWING | 043013 | 1 | 1000-422-29-46 | SUPPLIES - PROMOTIONAL | 10.00 | 10.00 |
| Total 043013: | | | | | | | | | | | |
| Grand Totals: | | | | | | | | | | 43,826.38 | 43,826.38 |

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

Report Criteria:

Transmittal checks included

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee | Payee ID | GL Account | Amount |
|-----------------|--------------|------------------|--------------|-----------------------|----------|-------------|-------------------|
| 05/17/2013 | CDPT | 05/16/2013 | 225 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 749.76- |
| 05/17/2013 | CDPT | 05/16/2013 | 225 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 749.76- |
| 05/17/2013 | CDPT | 05/16/2013 | 225 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 229.83- |
| 05/17/2013 | CDPT | 05/16/2013 | 225 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 229.83- |
| 05/17/2013 | CDPT | 05/16/2013 | 225 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 401.63- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 15,847.97- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 11,413.30- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 5,619.41- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 202.77- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 158.45- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 146.18- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 107.77- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 115.41- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 15.00- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 4,913.77- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 1,218.07- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 2,540.86- |
| 05/10/2013 | CDPT | 05/16/2013 | 87617 | P.E.R.S. | 8 | 7650-2203-1 | 32.00- |
| 05/17/2013 | CDPT | 05/16/2013 | 87738 | EMPLOYMENT DEV DEP | 7 | 7650-2203-1 | 157.50- |
| 05/17/2013 | CDPT | 05/16/2013 | 87741 | EMPLOYMENT DEV. DEP | 6 | 7650-2203-1 | 310.00- |
| Grand Totals: | | | <u>20</u> | | | | <u>45,159.27-</u> |

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 | |
|---------------|------------------|--------------|---------------|----------------|-----------------------|----------------|---------|----------------|------------------|------------|--------------|----------|
| 05/13 | 05/17/2013 | 87742 | 728 | U S POSTMASTER | WATER BILLING POSTAGE | 051713 | 1 | 7110-430-42-46 | POSTAGE | 712.60 | 712.60 | |
| 05/13 | 05/17/2013 | 87742 | 728 | U S POSTMASTER | GAS BILLING POSTAGE | 051713 | 2 | 7401-430-62-46 | POSTAGE | 367.10 | 367.10 | |
| Total 051713: | | | | | | | | | | | 1,079.70 | 1,079.70 |
| Grand Totals: | | | | | | | | | | | 1,079.70 | 1,079.70 |

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 |
|--------------------|------------------|--------------|---------------|----------------------|--------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/23/2013 | 87743 | 21 | AIRGAS USA, LLC | CHLORINE | 9015624923 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 372.97 | 372.97 |
| Total 9015624923: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87744 | 7448 | | REFUND GAS DEPOSIT | 10125950619 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 184.43 | 184.43 |
| Total 10125950619: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87745 | 927 | BAXTER AUTO PARTS IN | SERP BELT | 32121491 | 1 | 1000-422-10-44 | VEHICLE - REPAIR & MAINTEN | 37.25 | 37.25 |
| Total 32121491: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87746 | 68 | BECKWITH MD, DAVID R | QUESTIONNAIRE - | 050613 | 1 | 1000-422-10-43 | PROFESSIONAL SVCS | 65.00 | 65.00 |
| Total 050613: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | ANCHOR, TOOLS, FASTENERS | 270296 | 1 | 7110-430-42-46 | SUPPLIES-SMALL TOOLS | 20.58 | 20.58 |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | ANCHOR, TOOLS, FASTENERS | 270296 | 2 | 7114-430-47-46 | SUPPLIES - GENERAL | 3.59 | 3.59 |
| Total 270296: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | TRANS FLUID. SPRINKLER | 270374 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 35.71 | 35.71 |
| Total 270374: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | FLUORECENT BULB | 270666 | 1 | 1000-422-10-46 | SUPPLIES-GENERAL | 13.53 | 13.53 |
| Total 270666: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | TRIMLINE, HOSE | 270993 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 35.99 | 35.99 |
| Total 270993: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | MALE FITTING, ELBOW | 270999 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 1.62 | 1.62 |

| 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 270939: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | WIRE ROPE, CABLE, FITTINGS | 270989 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 38.83 | 38.83 |
| Total 270989: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | PAINT | 271000 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 423.59 | 423.59 |
| Total 271000: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | PIPE FITTING | 271067 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 1.73 | 1.73 |
| Total 271067: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | GLOVES, SCREWDRIVER | 271248 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 13.53 | 13.53 |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | GLOVES, SCREWDRIVER | 271248 | 2 | 7401-430-62-46 | SUPPLIES-SMALL TOOLS | 12.57 | 12.57 |
| Total 271248: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87747 | 76 | BILLINGTON ACE HARD | FUSES, WIRE CONNECTORS, C | 271462 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 44.06 | 44.06 |
| Total 271462: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87748 | 1307 | C&S WASTE SOLUTIONS | 1505 MAIN ST | 1505 MAIN 050413 | 1 | 1000-422-10-44 | DISPOSAL | 153.73 | 153.73 |
| Total 1505 MAIN 050413: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87749 | 1113 | CARABAJAL, WILLIAM | UPHOLSTER REPAIRS #345 | 050613 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-V | 100.00 | 100.00 |
| Total 050613: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | BOLTS, NUTS, BITS | 1978968 | 1 | 2006-431-25-44 | REPAIR & MAINT - VEHICLE | 227.88 | 227.88 |
| Total 1978968: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | RING/BOLT/NUTS/BOOT/ROD TI | INCS0221250 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 331.63 | 331.63 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Description | Invoice Number | Inv Seq | GL Account No | GL Account Title | Seq Amount | Check Amount |
|------------------------|------------------|--------------|---------------|-------------------|---------------------------|-----------------|---------|----------------|--------------------------|------------|--------------|
| Total INCS0221250: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | REV CREDIT SHOULD NOT HAV | INCS0221250REV | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 331.63 | 331.63 |
| Total INCS0221250REV: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | GLASS FIXED #341 | INCS0231878 | 1 | 2006-431-25-44 | REPAIR & MAINT - VEHICLE | 155.00 | 155.00 |
| Total INCS0231878: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | GASKET, O RINGS | INPS1904869 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 23.20 | 23.20 |
| Total INPS1904869: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | GASKET, FITTINGS, ORINGS | INPS1905436 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 22.31 | 22.31 |
| Total INPS1905436: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | FREIGHT #341 GLASS | INPS1976748 | 1 | 2006-431-25-44 | REPAIR & MAINT - VEHICLE | 21.56 | 21.56 |
| Total INPS1976748: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | GLASS FIXED #341 | INPS1976749 | 1 | 2006-431-25-44 | REPAIR & MAINT - VEHICLE | 142.18 | 142.18 |
| Total INPS1976749: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | REV CREDIT SHOULD NOT HAV | REV CREDIT | 1 | 2006-431-25-44 | REPAIR & MAINT - VEHICLE | 155.00 | 155.00 |
| Total REV CREDIT: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | REV INV. CREDIT TOOK CARE | REV INPS1905436 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 22.31 | 22.31 |
| Total REV INPS1905436: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87750 | 116 | CASHMAN EQUIPMENT | REV INV. CREDIT TOOK CARE | REV INPS1904869 | 1 | 7110-430-42-44 | REPAIR AND MAINTENANCE-V | 23.20 | 23.20 |
| Total REV INPS1904869: | | | | | | | | | | | |

| 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 |
|----------------------|------------------|--------------|---------------|------------------------|----------------------------|-------------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/23/2013 | 87751 | 131 | CHICAGO TITLE COMPA | TITLE 1170 CAMERON WY | 42706031-1170 | 1 | 2016-463-73-48 | ACTIVITY DELIVERY-LOANS | 112.00 | 112.00 |
| Total 42706031-1170: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87752 | 166 | D & L DISTRIBUTING INC | SODAWATER FOR GOLF COU | 437977 | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 135.40 | 135.40 |
| Total 437977: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87753 | 167 | DALCAR ELECTRICAL SU | CONDUET, PIPING | 18440 | 1 | 7114-430-47-46 | SUPPLIES - GENERAL | 386.52 | 386.52 |
| Total 18440: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87754 | 184 | DEPARTMENT OF JUSTI | FINGERPRINTS - CITY EMPLOY | 969033 | 1 | 1000-416-10-45 | FINGERPRINTING SERVICES | 224.00 | 224.00 |
| 05/13 | 05/23/2013 | 87754 | 184 | DEPARTMENT OF JUSTI | FINGERPRINTS - PEACE OFFIC | 969033 | 2 | 1000-421-10-43 | PROFESSIONAL SVCS | 19.00 | 19.00 |
| 05/13 | 05/23/2013 | 87754 | 184 | DEPARTMENT OF JUSTI | FINGERPRINTS - APPS, FBI | 969033 | 3 | 1000-2205-005 | LIVE SCAN STATE OF CALIFOR | 32.00 | 32.00 |
| Total 969033: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87755 | 7447 | DIAMOND MOUNTAIN ME | RETURN MEN'S RENEWAL | 052113 | 1 | 7530-451-52-34 | GREEN FEES | 65.00 | 65.00 |
| Total 052113: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87756 | 194 | DIAMOND SAW SHOP IN | TRIMMER REPAIR | 11553 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-MI | 27.10 | 27.10 |
| Total 11553: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87756 | 194 | DIAMOND SAW SHOP IN | BLOWER REPAIR | 11557 | 1 | 2007-431-20-44 | REPAIR AND MAINTENANCE-MI | 25.85 | 25.85 |
| Total 11557: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | G/C BILL PARTIAL 3/13 | 037581356 CR | 1 | 7530-451-52-45 | COMMUNICATIONS | 31.52- | 31.52- |
| Total 037581356 CR: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | G/C BILL PARTIAL 3/13 | 20135347483 | 1 | 7530-451-52-45 | COMMUNICATIONS | 92.46- | 92.46- |
| Total 20135347483: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | G/C 3/26/13-4/-16/13 | 20135347483 32913 | 1 | 7530-451-52-45 | COMMUNICATIONS | 31.52 | 31.52 |

| 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 20135347483 32913: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | GOLF COURSE 4/17/13-5/16/13 | 20278943533 | 1 | 7530-451-52-45 | COMMUNICATIONS | 37.79 | 37.79 |
| Total 20278943533: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | G/C 4/17/13-5/16/13 REVERSE I | 20278943533 CR | 1 | 7530-451-52-45 | COMMUNICATIONS | 37.79- | 37.79- |
| Total 20278943533 CR: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | G/C 4/17/13-5/16/13 | 20278953533 | 1 | 7530-451-52-45 | COMMUNICATIONS | 130.25 | 130.25 |
| Total 20278953533: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | GOLF COURSE TV | 20499475693 | 1 | 7530-451-52-45 | COMMUNICATIONS | 75.03 | 75.03 |
| 05/13 | 05/23/2013 | 87757 | 1260 | DIRECTV INC | GOLF COURSE TV | 20499475693 | 2 | 1000-1430-105 | PREPAID - OTHER | 80.16 | 80.16 |
| Total 20499475693: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87758 | 1014 | | REIM FIRST RESPONDER CLAS | 052013 | 1 | 1000-422-29-45 | TRAINING | 133.00 | 133.00 |
| Total 052013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87759 | 219 | ED STAUB & SONS PETR | TWIN STAGE REGULATOR | 1190992 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 77.96 | 77.96 |
| Total 1190992: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87760 | 227 | EMPLOYMENT DEVELOP | U.I. BENEFITS 1/1/13-03/31/13 | L1466568064 | 1 | 7630-411-40-42 | STATE UNEMPLOYMENT | 9,900.00 | 9,900.00 |
| Total L1466568064: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87761 | 234 | EVERY BLOOMIN THING | PLANTERS/FLOWERS PARKS | 95670 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 265.65 | 265.65 |
| Total 95670: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87762 | 238 | FASTENAL COMPANY | QUIK STIK | 52474 | 1 | 1000-422-10-46 | SUPPLIES-SAFETY ITEMS | 48.42 | 48.42 |

| 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 52474: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87762 | 238 | FASTENAL COMPANY | SAFETY GOGGLES | 52608 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 48.42 | 48.42 |
| Total 52608: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87763 | 265 | FRONTIER - IRREGULAR | 257-0315 AWOS AIRPORT | 0315 051513 | 1 | 7201-430-81-45 | COMMUNICATIONS | 31.07 | 31.07 |
| Total 0315 051513: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87763 | 265 | FRONTIER - IRREGULAR | 257-2845 JEN'S ROLL OVER | 2845 051513 | 1 | 7620-430-10-45 | COMMUNICATIONS | 29.24 | 29.24 |
| Total 2845 051513: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87763 | 265 | FRONTIER - IRREGULAR | 257-4725 CITY HALL FAX | 4725 051513 | 1 | 1000-419-10-45 | COMMUNICATIONS | 18.58 | 18.58 |
| 05/13 | 05/23/2013 | 87763 | 265 | FRONTIER - IRREGULAR | 257-4725 CITY HALL FAX | 4725 051513 | 2 | 1000-415-10-45 | COMMUNICATIONS | 18.58 | 18.58 |
| Total 4725 051513: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87763 | 265 | FRONTIER - IRREGULAR | 257-5152 FIRE | 5152 051013 | 1 | 1000-422-10-45 | COMMUNICATIONS | 421.36 | 421.36 |
| Total 5152 051013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87763 | 265 | FRONTIER - IRREGULAR | 257-5603 POLICE | 5603 | 1 | 1000-421-10-45 | COMMUNICATIONS | 421.36 | 421.36 |
| Total 5603: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87764 | 1179 | GRANITE ELECTRICAL S | FUSES | S1609366001 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 865.14 | 865.14 |
| Total S1609366001: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87765 | 1038 | HELENA CHEMICAL COM | WEED SPRAY | 98297186 | 1 | 7201-430-81-46 | SUPPLIES - GENERAL | 28.81 | 28.81 |
| Total 98297186: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87766 | 324 | IDAHO GROCERY | DINNER NIGHT - FOOD | 19851 | 1 | 1000-422-29-46 | FOOD | 366.56 | 366.56 |
| Total 19851: | | | | | | | | | | | |
| | | | | | | | | | | 235.55 | 235.55 |

| 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 19851: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87767 | 1362 | IRON MOUNTAIN INFO. M | PD SHREDDING | GYT0089 | 1 | 1000-421-10-44 | DISPOSAL | 235.55 | 235.55 |
| Total GYT0089: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87768 | 335 | J.W. WOOD CO INC | GATE VALVE | S062918 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 26.70 | 26.70 |
| Total S062918: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87768 | 335 | J.W. WOOD CO INC | DIAL A FLO STAKE, DRIP TUBIN | S062984 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 10.83 | 10.83 |
| Total S062984: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87769 | 374 | L N CURTIS & SONS | LITEBOX BOARD | 126868500 | 1 | 1000-422-10-44 | VEHICLE - REPAIR & MAINTEN | 26.15 | 26.15 |
| Total 126868500: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87769 | 374 | L N CURTIS & SONS | COMPOSITE BALL | 127046300 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 82.75 | 82.75 |
| Total 127046300: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87770 | 383 | LASCO | DECALS | 1449 | 1 | 1000-422-29-45 | TRAINING | 141.09 | 141.09 |
| Total 1449: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87771 | 411 | LASSEN MOTOR PARTS | STARTER FLUID | 174210 | 1 | 1000-422-10-44 | FACILITY - REPAIR & MAINTEN | 7.50 | 7.50 |
| Total 174210: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87771 | 411 | LASSEN MOTOR PARTS | FUEL PUMP | 174218 | 1 | 1000-422-10-44 | FACILITY - REPAIR & MAINTEN | 47.16 | 47.16 |
| Total 174218: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87771 | 411 | LASSEN MOTOR PARTS | FUEL FILTER | 174388 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 13.81 | 13.81 |
| Total 174388: | | | | | | | | | | | |

| 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 |
|---------------------|------------------|--------------|---------------|----------------------|----------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/23/2013 | 87771 | 411 | LASSEN MOTOR PARTS | AIR FILTER | 174570 | 1 | 1000-422-10-44 | VEHICLE - REPAIR & MAINTEN | 12.84 | 12.84 |
| Total 174570: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87771 | 411 | LASSEN MOTOR PARTS | RETURN FUEL FILTER | 174815 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 32.20 | 32.20 |
| Total 174815: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87772 | 412 | LASSEN REGIONAL SOLI | DUMP FEES | 610191 | 1 | 1000-452-20-44 | DISPOSAL | 5.00 | 5.00 |
| Total 610191: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87773 | 413 | LASSEN TIRE | 6 NEW TIRES/DISMOUNT/MOU | 44046 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 1,070.56 | 1,070.56 |
| Total 44046: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87773 | 413 | LASSEN TIRE | (6) SNOW TIRES #70 REMOVED | 44086 | 1 | 7401-430-62-44 | REPAIR AND MAINT-VEHICLE | 102.00 | 102.00 |
| Total 44086: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87774 | 413 | SUSANVILLE TOWING | 05 EXPLORER OIL,TEMP CHEC | 48177 | 1 | 1000-421-10-44 | VEHICLE - REPAIR & MAINTEN | 725.53 | 725.53 |
| Total 48177: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87775 | 427 | LESLIE'S JEWELRY | ENGRAVED PLAQUES | 8654 | 1 | 1000-422-29-46 | SOCIAL EVENTS | 56.89 | 56.89 |
| Total 8654: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87776 | 437 | LMUD | JOHNSTONVILLE SPRINKLE | 10262 051613 | 1 | 1000-452-30-46 | ELECTRICITY | 9.57 | 9.57 |
| Total 10262 051613: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87776 | 437 | LMUD | SKYLINE DR WELL 4 | 29931 051013 | 1 | 7110-430-42-46 | ELECTRICITY | 275.44 | 275.44 |
| Total 29931 051013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87776 | 437 | LMUD | GLENN DR & CHERRY TR - SCA | 44298 051013 | 1 | 7110-430-42-46 | ELECTRICITY | 15.55 | 15.55 |

| 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 44298 051013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87776 | 437 | LMUD | PAIUTE LN SCADA | 44316 051013 | 1 | 7110-430-42-46 | ELECTRICITY | 15.55 | 15.55 |
| Total 44316 051013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87776 | 437 | LMUD | BAGWELL SPRINGS - SCADA | 45542 051013 | 1 | 7110-430-42-46 | ELECTRICITY | 13.79 | 13.79 |
| Total 45542 051013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87777 | 7449 | | REFUND GAS DEPOSIT | 10531800124 | 1 | 7401-2228-000 | DEPOSITS-CUSTOMER | 98.28 | 98.28 |
| Total 10531800124: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87778 | 471 | MEYERS NAVE | ATTORNEY FEES 4/3/13-4/30/13 | 2013040269 | 1 | 1000-412-10-43 | PROFESSIONAL SVCS | 13,004.00 | 13,004.00 |
| Total 2013040269: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87779 | 481 | MISSION LINEN & UNIFO | COMM SVCS LINEN SERVICES | 250149351 | 1 | 1000-452-20-44 | LINEN SERVICES | 12.83 | 12.83 |
| Total 250149351: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87779 | 481 | MISSION LINEN & UNIFO | COMM SVCS LINEN SERVICES | 250151954 | 1 | 1000-452-20-44 | LINEN SERVICES | 12.83 | 12.83 |
| Total 250151954: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87779 | 481 | MISSION LINEN & UNIFO | P/W ADMIN LINEN SERVICES 5/ | 250153270 | 1 | 7620-430-10-44 | LINEN SERVICE | 57.00 | 57.00 |
| Total 250153270: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87779 | 481 | MISSION LINEN & UNIFO | GAS DEPT LINEN SERVICES 5/ | 250153271 | 1 | 7401-430-62-44 | LINEN SERVICES | 68.93 | 68.93 |
| Total 250153271: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87779 | 481 | MISSION LINEN & UNIFO | WATER DEPT LINEN SERVICES | 250153272 | 1 | 7110-430-42-44 | LINEN SERVICE | 56.08 | 56.08 |
| Total 250153272: | | | | | | | | | | | |

| 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 |
|------------------|------------------|--------------|---------------|-----------------------|----------------------------|----------------|---------|----------------|------------------|------------|--------------|
| 05/13 | 05/23/2013 | 87779 | 481 | MISSION LINEN & UNIFO | STREETS LINEN SERVICES 5/2 | 250153273 | 1 | 2007-431-20-44 | LINEN SERVICE | 6.68 | 6.68 |
| Total 250153273: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 327982A | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 96.11 | 96.11 |
| Total 327982A: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 328101B | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 168.63 | 168.63 |
| Total 328101B: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 328106B | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 83.00 | 83.00 |
| Total 328106B: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 328170A | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 138.03 | 138.03 |
| Total 328170A: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 328203 | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 11.56 | 11.56 |
| Total 328203: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 328204B | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 151.99 | 151.99 |
| Total 328204B: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87780 | 488 | MORNING GLORY | GOLF COURSE RESTURANT F | 328392 | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 77.06 | 77.06 |
| Total 328392: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87781 | 544 | PARDNER INC | WEED KILLER | 032483 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 127.93 | 127.93 |
| Total 032483: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87781 | 544 | PARDNER INC | WEED KILLER | 32227 | 1 | 1000-452-20-46 | SUPPLIES-GENERAL | 119.00 | 119.00 |

| 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 32227: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87781 | 544 | PARDNER INC | SULFATE | 32258 | 1 | 7530-451-52-46 | SUPPLIES-GENERAL | 333.25 | 333.25 |
| Total 32258: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87782 | 7446 | | REFUND WATER OVERPAYME | 050713 | 1 | 9999-1001-001 | CASH CLEARING - UTILITIES | 290.67 | 290.67 |
| Total 050713: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87783 | 852 | | 1ST PLACE DRAWING | 052013 | 1 | 1000-422-29-46 | SUPPLIES - PROMOTIONAL | 60.00 | 60.00 |
| Total 052013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87784 | 640 | SIERRA ELECTRONICS | RADIO | 196747 | 1 | 1000-422-50-43 | VOLUNTEERS-OUT OF AREA FI | 2,252.87 | 2,252.87 |
| Total 196747: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87784 | 640 | SIERRA ELECTRONICS | REPLACE NEW PAGER | 196818 | 1 | 1000-422-10-44 | RADIOS - REPAIR & MAINTENA | 118.00 | 118.00 |
| Total 196818: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87785 | 664 | STEVE'S PUMPS & WELL | SERVICE CALL GOLF COURSE | 4241 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 90.00 | 90.00 |
| Total 4241: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87786 | 685 | SUSANVILLE SUPERMAR | EVERY 15 MIN LUNCH | 21445 | 1 | 1000-422-29-46 | FOOD | 13.52 | 13.52 |
| Total 21445: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87786 | 685 | SUSANVILLE SUPERMAR | DINNER NIGHT | 22896 | 1 | 1000-422-29-46 | FOOD | 79.90 | 79.90 |
| Total 22896: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87786 | 685 | SUSANVILLE SUPERMAR | EVERY 15 MIN LUNCH | 23339 | 1 | 1000-422-29-46 | FOOD | 244.63 | 244.63 |
| Total 23339: | | | | | | | | | | | |

| 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 |
|-------------------|------------------|--------------|---------------|---------------------|-------------------------------|----------------|---------|----------------|----------------------------|------------|--------------|
| 05/13 | 05/23/2013 | 87786 | 685 | SUSANVILLE SUPERMAR | DRILL | 24049 | 1 | 1000-422-29-46 | FOOD | 53.80 | 53.80 |
| Total 24049: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87787 | 1002 | SUSANVILLE VOLUNTEE | REIM DONATION TO ST BALDRI | 052013 | 1 | 1000-422-29-46 | SUPPLIES - PROMOTIONAL | 550.00 | 550.00 |
| Total 052013: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87788 | 1023 | TALIA, PETER M. | CITY ATTORNEY 4/22/13 - 5/15/ | 051613 | 1 | 1000-412-10-43 | PROFESSIONAL SVCS | 2,572.50 | 2,572.50 |
| Total 051613: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87789 | 1244 | TITLEIST | GOLF COURSE GOLF BALLS | 1689624 | 1 | 7530-451-55-46 | SUPPLIES - GENERAL | 103.50 | 103.50 |
| Total 1689624: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87789 | 1244 | TITLEIST | GOLF COURSE GOLF BALLS | 1701814 | 1 | 7530-451-55-46 | SUPPLIES - GENERAL | 60.86 | 60.86 |
| Total 1701814: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87789 | 1244 | TITLEIST | GOLF BALLS | 1707847 | 1 | 7530-451-55-46 | SUPPLIES - GENERAL | 382.71 | 382.71 |
| Total 1707847: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87790 | 722 | TUM-A-LUM LUMBER CO | CONCRETE MIX | 1305173651 | 1 | 7401-430-62-46 | SUPPLIES-GENERAL | 14.95 | 14.95 |
| Total 1305173651: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87791 | 966 | TURF STAR, INC. | BELT FOR MOWER | 680193900 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 100.02 | 100.02 |
| Total 680193900: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87791 | 966 | TURF STAR, INC. | ADJUSTABLE TOOL | 680215400 | 1 | 7530-451-52-44 | REPAIR & MAINTENANCE - MIS | 45.13 | 45.13 |
| Total 680215400: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87792 | 742 | UPS STORE, THE | VOLUNTEER BANNER F/D | 443 | 1 | 1000-422-10-45 | ADVERTISING | 176.97 | 176.97 |

| 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 443: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87793 | 45 | USA MOBILITY WIRELES | PAGER SERVICES PW | W3501628E | 1 | 7620-430-10-45 | COMMUNICATIONS | 176.97 | 176.97 |
| Total W3501628E: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87794 | 749 | VERIZON WIRELESS | CELLULAR PHONES - FIRE DEP | 9704154129 | 1 | 1000-422-10-45 | COMMUNICATIONS | 129.29 | 129.29 |
| Total 9704154129: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87795 | 1398 | WAGE WORKS | FSA MONTHLY FEE 4/13 | 125A10241519 | 1 | 8403-2239-003 | SECTION 125 - AFLAC | 50.00 | 50.00 |
| Total 125A10241519: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87796 | 770 | WESTERN NEVADA SUP | BOX, LID | 65525553 | 1 | 7110-430-42-46 | SUPPLIES-GENERAL | 75.00 | 75.00 |
| Total 65525553: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87797 | 7362 | WHEELER, TAMMY | REIM FOOD G/C RESTURANT | 32932123422232 | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 3.00 | 3.00 |
| Total 32932123422232: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87797 | 7362 | WHEELER, TAMMY | REIM FOOD/DRINKS G/C REST | COSTCO 009834 | 1 | 7530-451-54-46 | SUPPLIES GENERAL | 161.44 | 161.44 |
| Total COSTCO 009834: | | | | | | | | | | | |
| 05/13 | 05/23/2013 | 87798 | 1400 | | REIM MILEAGE RED BLUFF TR | 052213 | 1 | 1000-413-20-45 | TRAVEL | 119.78 | 119.78 |
| Total 052213: | | | | | | | | | | | |
| Grand Totals: | | | | | | | | | | 40,736.13 | 40,736.13 |

Report Criteria:

Report type: GL detail
Check.Voiced = False

Report Criteria:

Report type: GL detail
 Check Check Number = 87799
 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 |
|-----------------|------------------|--------------|---------------|-------|----------------------------|----------------|---------|---------------|----------------------------|------------|--------------|
| 05/13 | 05/24/2013 | 87799 | 288 | | REIMBURSE HEALTH INS - SIC | 05242013 | 1 | 7610-2229-002 | RETIREE SICK LEAVE BANK PA | 436.50 | 436.50 |
| Total 05242013: | | | | | | | | | | | 436.50 |
| Grand Totals: | | | | | | | | | | | 436.50 |

Report Criteria:

Transmittal checks included

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee | Payee ID | GL Account | Amount |
|--------------------|-----------------|---------------------|-----------------|-----------------------|-------------|-------------|------------|
| 05/24/2013 | CDPT | 05/26/2013 | 226 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 6,262.49- |
| 05/24/2013 | CDPT | 05/26/2013 | 226 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 6,262.49- |
| 05/24/2013 | CDPT | 05/26/2013 | 226 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 1,924.95- |
| 05/24/2013 | CDPT | 05/26/2013 | 226 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 1,924.95- |
| 05/24/2013 | CDPT | 05/26/2013 | 226 | CITY OF SUSANVILLE PA | 1 | 7650-2203-1 | 14,836.41- |
| 05/24/2013 | CDPT | 05/26/2013 | 87806 | CA STATE DISBURSEME | 26 | 7650-2203-0 | 184.61- |
| 05/24/2013 | CDPT | 05/26/2013 | 87807 | CA STATE DISBURSEME | 36 | 7650-2203-0 | 330.92- |
| 05/24/2013 | CDPT | 05/26/2013 | 87808 | EMPLOYMENT DEV DEP | 7 | 7650-2203-1 | 1,288.94- |
| 05/24/2013 | CDPT | 05/26/2013 | 87809 | EMPLOYMENT DEV. DEP | 6 | 7650-2203-1 | 4,442.19- |
| 05/24/2013 | CDPT | 05/26/2013 | 87810 | NATIONWIDE RETIREME | 5 | 7650-2203-0 | 125.00- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 16,172.04- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 11,303.75- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 5,728.17- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 202.77- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 158.45- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 146.18- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 126.98- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 134.61- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 15.00- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 4,953.98- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 1,242.29- |
| 05/24/2013 | CDPT | 05/26/2013 | 87811 | P.E.R.S. | 8 | 7650-2203-1 | 2,587.04- |
| 05/24/2013 | CDPT | 05/26/2013 | 87812 | VALIC | 4 | 7650-2203-0 | 2,302.05- |
| Grand Totals: | | | 23 | | | | 82,656.26- |

AGENDA ITEM NO. 6C

Reviewed by: ~~SA~~ City Administrator
~~MD~~ City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Craig C. Platt, Public Works Director

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution Number 13-4950** terminating Airport Hangar Space Lease Agreement Hangar Owned by City, Lot #14 with Brian Hicks

PRESENTED BY: Craig C. Platt, Public Works Director

SUMMARY: Mr. Hicks has been renting a space in the hangar owned by the City on Lot #14 since March 5, 2013. Mr. Hicks advised City staff that he will be terminating his space lease with the City effective May 31, 2013. Mr. Hick's lease is on a month to month basis until it is terminated by either the City or Mr. Hicks. The space will be made available for another tenant.

FISCAL IMPACT: Mr. Hicks was paying \$130.00 per month space rent.

ACTION REQUESTED: Motion to adopt **Resolution Number 13-4950** terminating Airport Hangar Space Lease Agreement Hangar Owned by City, Lot #14 with Brian Hicks.

ATTACHMENTS: Resolution Number 13-4950
Airport Hangar Space Lease Agreement, Lot #14 with Brian Hicks

**RESOLUTION NUMBER 13-4950
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TERMINATING AIRPORT HANGAR SPACE LEASE AGREEMENT HANGAR
OWNED BY CITY, LOT #14 WITH BRIAN HICKS EFFECTIVE MAY 31, 2013**

WHEREAS, Brian Hicks entered into an Airport Hangar Space Lease Agreement Hangar Owned by City, Lot #14 on March 5, 2013; and

WHEREAS, Mr. Hicks advised City staff that he would be terminating said Agreement as of May 31, 2013.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby terminates the Airport Hangar Space Lease Agreement Hangar Owned by City, Lot #14 with Brian Hicks effective May 31, 2013.

APPROVED: _____
Rod De Boer, 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 5th day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Peter M. Talia, City Attorney

AIRPORT HANGAR SPACE LEASE AGREEMENT
HANGAR OWNED BY CITY

THIS LEASE, made this 5th day of March, 2013, between the CITY OF SUSANVILLE, a Municipal Corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Brian Hicks, of 2411 Running Deer Road, Shingle Springs, CA 95682, County of El Dorado, State of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee on a month to month basis, to and including date of termination of this space lease by Lessee or Lessor, space in that certain airport hangar owned by the City of Susanville, (hereinafter referred to as the "leased premises"), located on Lot #6 at the Susanville Municipal Airport, Lassen County, California, said space to be used for one airplane, to wit, Lessee's 1969 Cessna 150 #N50876 (Description of aircraft). The property upon which said airport hangar is situated is legally described as follows:

Lot Numbered 14 as said lot is shown upon that certain map entitled "Record of Survey for the City of Susanville of Susanville Municipal Airport Hangar Lots 13 thru 15," recorded in the Office of the County Recorder of the County of Lassen on January 16, 1973 in Book 9 of Maps on Page 28

at a monthly rental rate of One Hundred Thirty Dollars (\$130.00) per month, payable in advance, commencing March 5, 2013, and continuing monthly thereafter until date of termination of this space lease by Lessee or Lessor, Lessee is granted the unlimited lawful right of the ingress and egress from the aforesaid airport hangar. Lessor hereby reserves a utility easement, including but not limited to, the right to construct, install, place and maintain utility lines for all customary utility services under, over, across, and through the leased premises at such locations as Lessor shall require.

2. Lessee shall use the space in the hangar for the storage of the herein described airplane owned or leased by Lessee and shall not use the space for storing any property other than aircraft. Lessee may, however, store nonaircraft personal property in said hangar, provided, however, that Lessee is in fact storing aircraft in the hangar and the storage of the nonaircraft personal property does not interfere with the storage of Lessee's or other tenant's aircraft in the hangar, nor with the ingress and egress of Lessee's or other tenant's aircraft to and from the hangar. Lessee shall not conduct any commercial or business activity on the leased premises without the prior written consent of Lessor.

3. Lessee hereby agrees that Lessee's interest herein is nontransferable, and this lease shall not be assigned by Lessee.

4. This lease does not confer upon the Lessee the right to infringe on any of the commercial or other rights granted to any other person by the City of Susanville, other than the rights hereunder. This lease is not a Fixed Base Operator Agreement.

5. Any holding over by Lessee past the term of this lease agreement shall not be deemed a renewal or extension of the term of this Agreement.

6. Lessee shall keep the airport hangar and property upon which it is situated free and clear of inflammable or combustible vegetation or other combustible materials.

7. Lessee may utilize no more than a 15 feet wide area extending immediately outside the hangar for the parking of authorized vehicles, but not for storage.

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

9. Lessee further agrees and covenants that (1) no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such premises and the furnishing of services thereon, no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination, (3) that the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

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

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

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

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

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

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

16. Lessee shall not (except small quantities for Lessee's personal use only) use, store, or dispose on the leased premises any petroleum products, or any material or substances now or hereafter classified as hazardous or toxic under any federal, state, or local law, ordinance regulation, rule, or order which is now or at any time during the term of this Agreement applicable to the Leased Premises or Lessee's use and occupation thereof. Notwithstanding the foregoing, Lessor acknowledges and agrees that the presence of fuel, oil and grease located within the proper receptacles of any aircraft properly stored on the Leased Premises shall not be considered a violation of this section. Lessee hereby agrees to indemnify and hold Lessor harmless from any and all claims, demands, and causes of action, including costs and attorneys' fees, in connection with the defense of any claim, demand, or cause of action arising out of or resulting from any hazardous, toxic, or petroleum substance, material, or waste, unless caused by the intentional or otherwise tortious acts or omissions of the Lessor. Upon receiving notice of any such claim, demand, or cause of action, Lessee shall, at Lessee's sole cost and expense, immediately cure or commence to cure the problem by taking all action prescribed by applicable federal, state, and local laws, regulations, ordinances, and orders relating to the toxic, hazardous, or petroleum substance, material, or waste, including, but not limited to, the proper removal, disposal, and cleanup thereof.. Lessee's

obligation to indemnify Lessor set forth in this paragraph shall survive the expiration or earlier termination of this Agreement.

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

18. Lessee shall procure and maintain public liability/bodily injury insurance in the sum of \$150,000 per person, \$250,000 per occurrence, and \$100,000 property damage. A certificate of insurance evidencing such coverage shall be filed with the City Clerk of Lessor which shall name Lessor, its offices, agents, and employees as additional insured and guarantee at least ten (10) days advance notice to Lessor, in writing, of any cancellation or reduction of such insurance. Lessor reserves the right to require Lessee to increase said coverage limits should the same become reasonably necessary.

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

to Lessor. In the event of termination of this Agreement, Lessor shall be entitled to recover the following amounts from Lessee:

a. The amount of the unpaid rent accrued through the date of termination of this Agreement;

b. The excess of the amount of rent which accrues between the date of termination of the Agreement and the date of the award over the amount of the loss of rent that Lessee proves could have reasonably been avoided;

c. The present value, on the date of the award, of the excess amount of rent which accrues between the date of the award and the expiration of the term of this Agreement over the amount of the loss of rent that Lessee proves could reasonably be avoided, with the present value computed by using an interest rate equal to that which comparable properties earn on the date of the award; and

d. Any other amount, including court costs, reasonable attorneys' fees, and costs of taking possession of and reletting the Leased Premises necessary to compensate Lessor for all detriment proximately caused by Lessee's default.

In addition to the foregoing rights, Lessor shall have all other rights set forth in this Agreement, including but not limited to the right to possession if the hangar space.

20. FAA Grant Assurances: Lessee acknowledges and agrees that Lessor has entered into certain Grant Agreements with the FAA, conditions of which require that all parties leasing property from Lessor agree to be bound by certain sponsor's assurances given by Lessor to the United States Government under the Airport and Airway Improvement Act of 1982, as the same may be amended from time to time.

Accordingly, Lessee on behalf of itself, its heirs, personal representatives, successors, and assigns, as additional consideration for the lease of the Leased Premises from Lessor, does hereby covenant and agree for the term of this Agreement to be bound by the provisions set forth on Exhibit "A" (Sponsors Assurances) attached hereto and incorporated herein by reference.

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

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

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

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

24. The terms hereof shall be binding on the heirs, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the said Lessor has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE, LESSOR



ROD E. DE BOER, MAYOR

ATTEST:



GWENNA MACDONALD, City Clerk

LESSEE:



NAME: Brian Hicks

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

Approved as to Form:



PETER TALIA
City Attorney

**PART V
ASSURANCES**

EXHIBIT A

Airport and Planning Agency Sponsors

A. General

1. These assurances shall be complied with in the performance of the following grant agreements:
 - a. Airport development, airport planning, and noise program implementation grants to airport sponsors.
 - b. Integrated airport system planning grants to planning agencies.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of the Airport and Airway Improvement Act of 1982 as amended by the Airport and Airway Safety and Capacity Expansion Act of 1987, or the Aviation Safety and Noise Abatement Act of 1979. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport and the term "sponsor" includes public agency sponsors and private sponsors.
3. These assurances also are required to be submitted as part of the project application by a sponsor which is both a public agency and a planning agency requesting funds for integrated airport system planning under the provisions of the Airport and Airway Improvement Act of 1982, as amended.
4. Upon acceptance of the grant offer by the sponsor, these assurances are incorporated in and become part of the grant agreement.

B. Duration and Applicability

1. Airport Development or Noise Program Implementation Projects Undertaken by a Public Agency Sponsor. The terms, conditions and assurances of the grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise program implementation project, or throughout the useful life of the project items installed within a facility under a noise program implementation project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurance against exclusive rights or the terms, conditions, and assurances with respect to real property acquired with Federal funds. Furthermore, the duration of the Civil

Rights assurance shall be as specified in the assurance.

2. Airport Development or Noise Program Implementation Projects Undertaken by a Private Sponsor. The preceding Paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of facilities developed or equipment acquired under an airport development or noise program implementation project shall be no less than ten (10) years from the date of the acceptance of Federal aid for the project.
3. Airport Planning Undertaken by a Sponsor. Unless otherwise specified in the grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions and assurances of the grant agreement shall remain in full force and effect during the life of the project.

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

1. General Federal Requirements: It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:
Federal Legislation
 - a. Federal Aviation Act of 1958 - 49 U.S.C. 1301, et seq.
 - b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq. 1/
 - c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
 - d. Hatch Act - 5 U.S.C. 1501, et seq. 2/
 - e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 - 42 U.S.C. 4601, et seq. 1/ 2/
 - f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f). 1/
 - g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469C
 - h. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a. 1/
 - i. Rehabilitation Act of 1973 - 29 U.S.C. 794
 - j. Civil Rights Act of 1964 - Title VI - 42 U.S.C. 2000d through d-4.
 - k. Aviation Safety and Noise Abatement Act of 1979, 49 U.S.C. 2101, et seq.
 - l. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.

- m. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq. 1/
- n. Airport and Airway Improvement Act of 1982, as amended 49 U.S.C. 2201, et seq.
- o. Powerplant and Industrial Fuel Use Act of 1978 - Section 403 -42 U.S.C. 8373. 1/
- p. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq. 1/
- q. Copeland Antikickback Act - 18 U.S.C. 874 1/
- r. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq. 1/
- s. Endangered Species Act - 16 U.S.C. 668(a), et seq. 1/
- t. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq. 2/

Executive Orders

Executive Order 12372 - Intergovernmental Review of Federal Programs

Executive Order 11246 - Equal Employment Opportunity

Federal Regulations

- a. 49 CFR Part 21 - Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- b. 49 CFR Part 23 - Participation by Minority Business Enterprise in Department of Transportation Programs.
- c. 49 CFR Part 24 - Uniform Relocation and Real Property Acquisition for Federal and Federally Assisted Programs.
- d. 49 CFR Part 27 - Non-Discrimination on the Basis of Handicap in Programs and Activities Receiving or Benefitting from Federal Financial Assistance.
- e. 49 CFR Part 29 - Debarments, Suspensions, and Voluntary Exclusions.
- f. 29 CFR Part 1 - Procedures for Predetermination of Wage Rates.
- g. 29 CFR Part 3 - Contractors or Subcontractors on Public Buildings or Public Works Financed in Whole or Part by Loans or Grants from U.S.
- h. 29 CFR Part 5 - Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction.
- i. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted Contracting Requirements).

j. 14 CFR Part 150 - Airport Noise Compatibility Planning.

1/ These laws do not apply to planning projects.

2/ These laws do not apply to private sponsors.

Office of Management and Budget Circulars

a. A-87 - Cost Principles Applicable to Grants and Contracts with State and Local Governments.*

b. A-102 - Uniform Requirements for Assistance to State and Local Governments.*

c. A-128 - Audits of State and Local Governments.

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

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor: It has legal authority to apply for the grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor: It has legal authority to apply for the grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative, and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with the application; and to provide such additional information as may be required.

3. Sponsor Fund Availability. It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under the grant agreement which it will own or control.

4. Good Title. It holds good title, satisfactory to the Secretary, to the landing area of the airport or site

thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

* OMB Circulars A-87 and A-102 contain requirements for state and local governments receiving Federal assistance. Any requirement levied upon state and local governments by those two circulars shall also be applicable to private sponsors receiving Federal assistance under the Airport and Airway Improvement Act of 1982, as amended.

For noise program implementation projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. It will not sell, lease, encumber or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise program implementation project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in the grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under the Airport and Airway Improvement Act of 1982 to assume the obligations of the grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee, all of the terms, conditions and assurances contained in this grant agreement.
- c. For all noise program implementation projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement

shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise program implementation project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

- d. For noise program implementation projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
 - e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
 - f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance with the Airport and Airway Improvement Act of 1982, the regulations and the terms, conditions and assurances in the grant agreement and shall insure that such arrangement also requires compliance therewith.
6. Consistency with Local Plans. The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport. For noise program implementation projects, other than land acquisition, to be carried out on property not owned by the airport and over which property another public agency has land use control or authority, the sponsor shall obtain from each such agency a written declaration that such agency supports that project and the project is reasonably consistent with the agency's plans regarding the property
 7. Consideration of Local Interest. It has given fair consideration to the interest of communities in or near which the project may be located.
 8. Consultation with Users. In making a decision to undertake any airport development project under the Airport and Airway Improvement Act of 1982, it has undertaken

reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings. In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community. It shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary.
10. Air and Water Quality Standards. In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty (60) days after the project application has been received by the Secretary.
11. Local Approval. In projects involving the construction or extension of any runway at any general aviation airport located astride a line separating two (2) counties within a single state, it has received approval for the project from the governing body of all villages incorporated under the laws of that state which are located entirely within five (5) miles of the nearest boundary of the airport.
12. Terminal Development Prerequisites. For projects which include terminal development at a public airport, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under Section 612 of the Federal Aviation Act of 1958 and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning or deplaning from aircraft other than air carrier aircraft.
13. Accounting System, Audit, and Recordkeeping Requirements.
 - a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of the grant, the total cost of the project in connection with which the grant is given or used, and the amount and nature of that portion of the cost of the project supplied by other

sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to the grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which the grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.
14. Minimum Wage Rates. It shall include, in all contracts in excess of \$2,000 for work on any projects funded under the grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a - 276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.
15. Veterans Preference. It shall include, in all contracts for work on any projects funded under the grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to veterans of the Vietnam era and disabled veterans as defined in Section 515(c)(1) and (2) of the Airport and Airway Improvement Act of 1982. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.
16. Conformity to Plans and Specifications. It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and upon approval by the Secretary, shall be incorporated into this grant agreement. Any modifications to the approved plans,

specifications, and schedules shall also be subject to approval by the Secretary and incorporation into the grant agreement.

17. Construction Inspection and Approval. It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms with the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.
18. Planning Projects. In carrying out planning projects:
 - a. It will execute the project in accordance with the approved program narrative contained in the project application or with modifications similarly approved.
 - b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
 - c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
 - d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
 - e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
 - f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
 - g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
 - h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

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

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

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

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

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

20. Hazard Removal and Mitigation. It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

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

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

- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
 - g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by contractors or concessionaires of the sponsor under these provision.
 - h. The sponsor may establish such fair, equal, and not unjustly discriminatory conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
 - i. The sponsor may prohibit or limit any given type, kind, or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.
23. Exclusive Rights. It will permit no exclusive right for the use of the airport by any persons providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply: (1) It would be unreasonably costly, burdensome, or impractical for more than one (1) fixed-based operator to provide such services, and (2) If allowing more than one (1) fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport.

It further agrees that it will not, either directly or indirectly, grant or permit any person, firm or corporation the exclusive right at the airport, or at any other airport now owned or controlled by it, to conduct any aeronautical

activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under the Airport and Airway Improvement Act of 1982.

24. Fee and Rental Structure. It will maintain a fee and rental structure consistent with Assurances 22 and 23, for the facilities and services being provided to the airport users which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate base in establishing fees, rates, and charges for users of that airport.
25. Airport Revenue. If the airport is under the control of a public agency, all revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. Provided, however, that if covenants or assurances in debt obligations issued before September 3, 1982 by the owner or operator of the airport, or provisions enacted before September 3, 1982 in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

26. Reports and Inspections. It will submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request. For airport development projects, it will also make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreement, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request. For noise program implementation projects, it will also make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of the grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request.
27. Use of Government Aircraft. It will make available all of the facilities of the airport developed with Federal financial assistance and all those useable for landing and takeoff of aircraft to the United States for use by government aircraft in common with other aircraft at all times without charge, except, if the use by government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:
- a. Five (5) or more government aircraft are regularly based at the airport or on land adjacent thereto; or
 - b. The total number of movements (counting each landing as a movement) of government aircraft is three hundred (300) or more, or the gross accumulative weight of government aircraft using the airport (the total movements of government aircraft multiplied by gross weights of such aircraft) is in excess of five million (5,000,000) pounds.
28. Land for Federal Facilities. It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or

any portion thereof will be made available as provided herein within four (4) months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

a. It will keep up to date at all times an airport layout plan of the airport showing (1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto; (2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities; and (3) the location of all existing and proposed nonaviation areas and of all existing improvements thereon. Such airport layout plan and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The Sponsor will not make or permit any changes or alteration in the airport or in any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility, or efficiency of the airport.

b. If a change or alteration in the airport or its facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities.

30. Civil Rights. It will comply with such rules as are promulgated to assure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefitting from funds received from this grant. This assurance obligates the sponsor for the period

during which Federal financial assistance is extended to the program, except where Federal financial assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the sponsor or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits or (b) the period during which the sponsor retains ownership or possession of the property.

31. Disposal of Land.

- a. For land purchased under grant before, on, after December 30, 1987 for airport noise compatibility purposes, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States share of acquisition of such land will, at the discretion of the Secretary, 1) be paid to the Secretary for deposit in the Trust Fund or 2) be reinvested in an approved noise compatibility project as prescribed by the Secretary.
- b. For land purchased for airport purposes (other than noise compatibility) under grant before, on, or after December 30, 1987, it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value. That portion of the proceeds of such disposition, which is proportionate to the United States share of the cost of acquisition of such land will be paid to the Secretary for deposit in the Trust Fund.
- c. Disposition of such land under a. and b. above will be subject to the retention or reservation on any interest or right there in necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with the operation of the airport.

32. Engineering and Design Services. It will award each contract, or subcontract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping, or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent

qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions. It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

Reviewed by: ~~____~~ City Administrator
~~____~~ City Attorney
 PPD

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

Submitted by: Craig C. Platt, Public Works Director

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 13-4951 approving the 21st Annual Rails to Trails Festival scheduled for Saturday, October 12, 2013 sponsored by Lassen Land & Trails Trust and authorizing closure of Richmond Road between Cypress Street and North Railroad Avenue on Saturday, October 12, 2013 from 6:00 a.m. to 7:00 p.m. to general vehicle traffic except emergency vehicles.

PRESENTED BY: Craig C. Platt, Public Works Director

SUMMARY: Lassen Land & Trails Trust is sponsoring their 21st Annual Rails to Trails Festival scheduled for Saturday, October 12, 2013. As a condition of City Use Permit Number 95-02, they must inform the City of the event and that Richmond Road will be closed to general through traffic on Saturday, October 12, 2013 from 6:00 a.m. to 7:00 p.m. between Cypress Street and North Railroad Avenue, except that emergency vehicles will be able to cross through the festival on Richmond Road. There will be alternate detour routes in place.

FISCAL IMPACT: Street Department staff will deliver barricades to the Railroad Depot. Setup of barricades for Richmond Road closure and detour routes will be completed by Lassen Land & Trails Trust volunteers. No fiscal impact to the City.

ACTION REQUESTED: Motion to adopt Resolution Number 13-4951 approving the 21st Annual Rails to Trails Festival scheduled for Saturday, October 12, 2013 sponsored by Lassen Land & Trails Trust and authorizing closure of Richmond Road between Cypress Street and North Railroad Avenue on Saturday, October 12, 2013 from 6:00 a.m. to 7:00 p.m. to general vehicle traffic except emergency vehicles.

ATTACHMENTS: Resolution Number 13-4951
Letter of request submitted by Lassen Land & Trails Trust

RESOLUTION NUMBER 13-4951

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING THE 21ST ANNUAL RAILS TO TRAILS FESTIVAL SCHEDULED
FOR SATURDAY, OCTOBER 12, 2013 SPONSORED BY LASSEN LAND &
TRAILS TRUST AND APPROVING CLOSURE OF RICHMOND ROAD
BETWEEN CYPRESS STREET AND NORTH RAILROAD AVENUE ON
SATURDAY, OCTOBER 12, 2013 FROM 6:00 A.M. TO 7:00 P.M.**

WHEREAS, Lassen Land & Trails Trust is sponsoring their 21st Annual Rails to Trails Festival at the Susanville Railroad Depot on Richmond Road; and

WHEREAS, the Rails to Trails Festival is a benefit to the City of Susanville; and

WHEREAS, as a condition of City Use Permit Number 95-02 Lassen Land & Trails Trust has to inform the City of the event and request closure of Richmond Road between Cypress Street and North Railroad Avenue to general traffic on Saturday, October 12, 2013 from 6:00 a.m. to 7:00 p.m., although emergency vehicles will be able to cross through the festival on Richmond Road.

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

1. That the 21st Annual Rails to Trails Festival is approved and supported by the City of Susanville.
2. That the City of Susanville consents to closure of Richmond Road between Cypress Street and North Railroad Avenue on Saturday, October 12, 2013 from 6:00 a.m. to 7:00 p.m., although emergency vehicles will be able to cross through the festival on Richmond Road.

BE IT FURTHER RESOLVED that all conditions of City Use Permit Number 95-02 will be met in conjunction with this Resolution.

APPROVED: _____
Rod E. De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, Deputy City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of June, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, Deputy City Clerk

APPROVED AS TO FORM: _____
Peter Talia, City Attorney



P.O. Box 1461
SUSANVILLE, CA 96130
PHONE: (530) 257-3252
www.llttweb.org

May 9, 2013

Susanville City Public Works
Attn: Janette Zahniser
66 North Lassen Street
Susanville, CA 96130

Re: City Use Permit #95-02- Richmond Road Closures, Barricades and Main Street Banners

Dear Janette,

Lassen Land and Trails Trust is hosting the 21st Annual Rails to Trails Festival and Handcar Races on October 12, 2013 at 601 Richmond Road in Susanville. We would like to apply for a permit that will allow us to hang our event banners on Main Street and Highway 36 from 09/27/13 to 10/12/13.

Also, we'd like to request the use of the City's folding barricades and two detour signs to aid the flow of traffic around the event during festival hours. If possible, we would like them delivered to the Historic Railroad Depot before 5 p.m. on October 11th.

Thank you for all your assistance today. The copies that you faxed were extremely helpful.

Sincerely,

Jessie Diermier
Lassen Land and Trails Trust

Reviewed by: ~~SA~~ City Administrator
~~MA~~ City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution 13-4953** approving and authorizing Mayor to execute Memorandum of Understanding with the Fire, Miscellaneous and Public Works Bargaining Units for Fiscal Year 2012/2013

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Attached for the City Council's approval are the 2012/2013 Memorandums of Understanding for the Fire, Miscellaneous and Public Works bargaining units. Representatives from the respective Units have met and negotiated the agreements and approved changes respective to the \$52 increase in health care premium, mandatory provisions of AB340 and other miscellaneous items.

FISCAL IMPACT: Increase in cost associated with health insurance
Future savings related to public employment pension reform account (PEPRA)

ACTION REQUESTED: Motion approving **Resolution 13-4953** approving and authorizing Mayor to execute Memorandum of Understanding with the Fire, Miscellaneous and Public Works Bargaining Units for Fiscal Year 2012/2013

ATTACHMENTS: **Memorandums of Understanding:**

- Fire
- Miscellaneous
- Public Works

RESOLUTION NO. 13-4953
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH THE FIRE, MISCELLANEOUS AND PUBLIC WORKS
BARGAINING UNITS FOR FY 2012/2013

WHEREAS, the City of Susanville and representatives from the Fire, Miscellaneous and Public Works bargaining units have negotiated a labor agreement according to the requirements of the Meyers-Milias-Brown Act; and

WHEREAS, new Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPRRA; and

WHEREAS, effective February 1, 2013 the City shall pay the \$52 per month increase cost of health, dental and vision insurance premium for each employee covered under these MOU's; and

WHEREAS, the Bargaining Units have ratified the respective agreements; and

WHEREAS, the agreements have been negotiated within the parameters established by City Council.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Susanville that the Memorandum of Understanding with the Fire, Miscellaneous and Public Works bargaining units for the period of July 1, 2012 through June 30, 2013 are hereby approved.

APPROVED: _____
Rod E. De Boer, Mayor

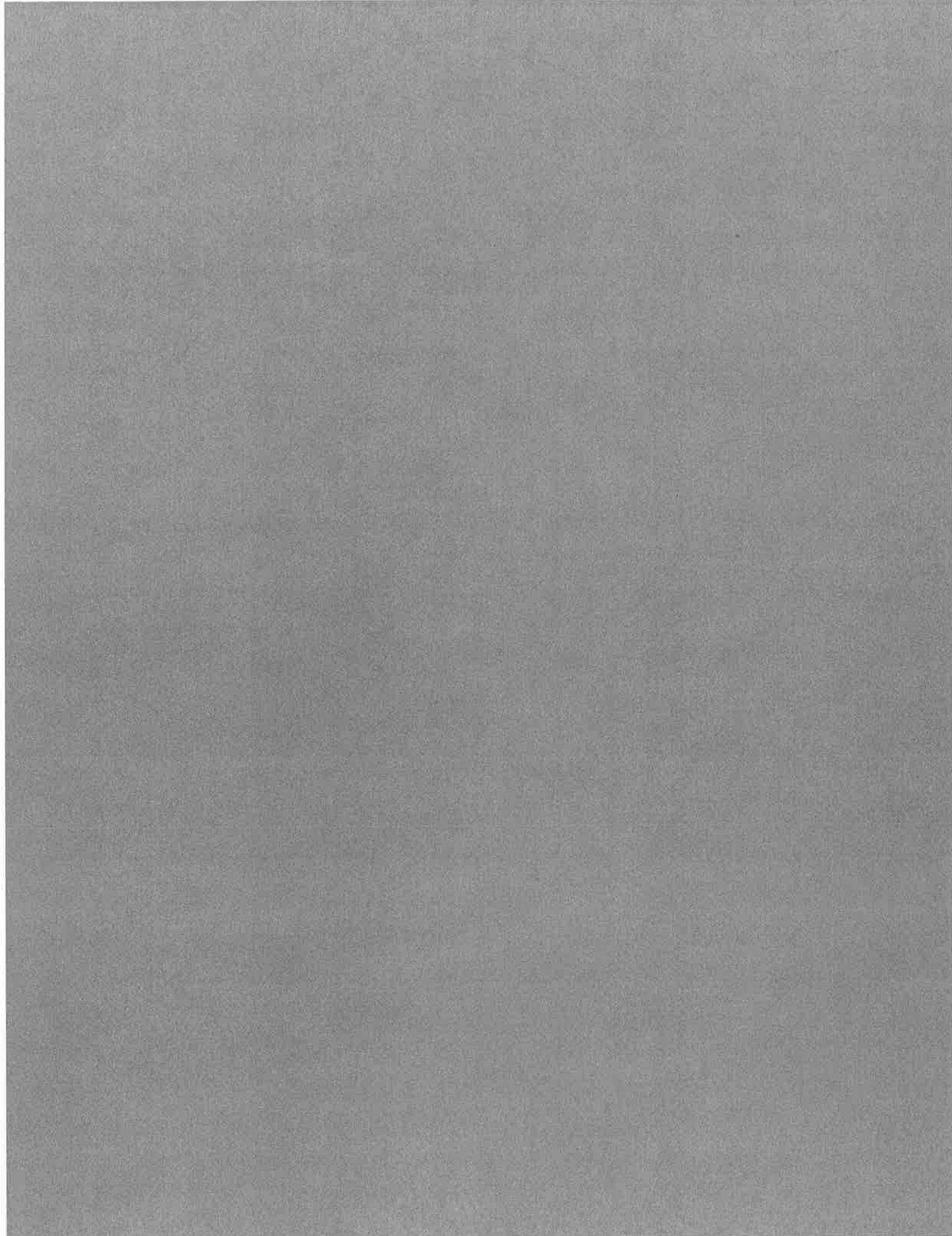
ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 13-4953** was adopted at a regular meeting of the City Council of the City of Susanville held on the 5th day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Peter M. Talia, City Attorney



MEMORANDUM OF UNDERSTANDING
BETWEEN AND FOR
CITY OF SUSANVILLE
AND THE
OPERATING ENGINEERS LOCAL UNION NO. 3

FIRE FIGHTERS

July 1, 2012 through and including June 30, 2013

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1 **INTRODUCTION**

The representatives of the City of Susanville, hereinafter called the "CITY," and the representatives of the Fire Fighters Unit, hereinafter called the "Unit," having met and conferred in good faith, have mutually agreed to recommend to the City Council of the City of Susanville and to the Unit membership of the Fire Fighters Unit that the following Memorandum of Understanding (MOU) be adopted and that the wages, hours, and other terms and conditions of employment in this exclusive agreement be implemented.

The purpose of the Memorandum of Understanding is to promote harmonious relations between the CITY and the employees covered herein so as to promote employer-employee relations by providing a written document enumerating the entire agreement between the employer and employees pursuant to the purpose and intent of California Government Code Section 3500.

This MOU governs Fire Department positions of Captain, Fire Fighter I, Fire Fighter II and Fire Apparatus Engineer. For the term of this Agreement, the Fire Fighters Bargaining Unit will be composed of Captains, Fire Fighter Is, Fire Fighter IIs and Fire Apparatus Engineers.

2 **EMPLOYEE RIGHTS**

Employees of the CITY have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations within the scope of representation. Employees of the CITY shall also have the right to refuse to join or participate in the activities or employee organizations and shall have the right to represent themselves individually in their employment relations with the CITY.

3 **CITY RIGHTS**

A The CITY retains the right, subject to and in accordance with applicable laws and the provisions of the MOU:

- 1 To direct employees in the performance of their duties.
- 2 To hire, promote, transfer assign and discipline employees.
- 3 To dismiss employees because of lack of work, or in accordance with personnel rules and regulations.
- 4 To determine the mission of its divisions and department, number of employees, and the numbers, types, classifications, descriptions and grades of positions, or employees, assigned to an organizational unit, work project,

shift, or tour of duty, and the methods and technology of performing its work.

5 To take whatever action may be appropriate to carry out its mission in situations of emergency.

B In addition, the CITY specifically retains all the rights, subject to the provisions of the MOU, to take whatever actions and set whatever policies it deems necessary, with appropriate notification to Fire Unit employees.

C This section will not operate to deny any employee rights guaranteed by applicable law, including the Meyer-Milias-Brown Act.

4 NONDISCRIMINATION

The CITY and Unit agree not to discriminate against any employees in accordance with applicable law. Also, it is recognized that whenever the masculine gender is referred to in this MOU, it shall include the female gender and vice versa.

5 UNIT RECOGNITION

A Acknowledgment:

The CITY agrees to acknowledge the Operating Engineers Local Union No. 3 as the only recognized employee organization representing the regular full-time non-management employees itemized in Section 6.

B Payroll Deduction/Dues

For those Unit employees itemized in Section 6, the CITY will deduct from their wages the regular monthly Union dues. Such dues shall be deducted and transmitted to the Unit upon voluntary, revocable, written authorization of the Unit employees in a manner complying with legal requirements. Written authorization forms will be provided by the CITY unless submitted by the Unit. The Unit agrees to hold harmless and indemnify the CITY for any liability the CITY should incur from any mistakes, negligence or intentional wrong sustained as a result of this service; however that the proper amount as specified by the Unit has been deducted and paid over.

6 UNIT DESCRIPTION

This Unit shall consist of all full-time regular or probationary employees of the CITY of Susanville Fire Department listed in Exhibit A of this MOU.

7 SALARY SCALE, MERIT STEP, CAREER DEVELOPMENT AND PAY PERIOD

A Pay Period:

Pay periods will conform to 26 pay periods within a full year with the pay day occurring every other Friday.

B Salaries:

For the period of July 1, 2012 through June 30, 2013, salaries shall be as shown in Exhibit B of the City of Susanville Global Range and Step Matrix.

C Longevity:

When an employee has been at Step E for two years, he/she may, according to merit, be moved to Step F where Step F is five percent higher than the current Range and Step. If the employee remains in Step F for two additional years, he/she may, according to merit, go to Step G. Merit increases will not be automatic and will be based upon merit as evidenced by a performance evaluation. Merit increases will be limited to one per fiscal year. Longevity begins after an employee has been at Step E for two years and goes to Step F for two years, and is then eligible to move to Step G. Longevity ends at Step G.

D Merit Pay:

In order to receive a salary step increase the employee shall demonstrate that he merits such increase as shown by the annual performance review. The performance review shall be rated "meets job requirements +" or a numerical rating of 3.10 or above to qualify for the merit increase.

E Professional/Educational Incentive Program:

A professional/educational incentive program is established as of January 1, 1994. Incentive pay will be provided as follows:

1 Fire Officer Certification:

May be obtained through California State Fire Training after successful completion of all required subject material courses. Employee will be compensated at 2.5 percent salary increase.

2 AA Degree in Fire Science or Certification of Completion in Related Field:

Acceptance and definition of "related field" will be at CITY's discretion. However, it will include, but not necessarily be limited to fire science, law enforcement, medical, public administration and business administration. Obtaining this degree will be compensated by 2.5 percent salary increase.

3 Baccalaureate Degree:

A baccalaureate degree in a related field will qualify employee for an additional 2.5 percent salary increase.

4 Northern California Hazardous Materials Response Team:

Membership will be compensated at a rate of five percent salary increase.

- 5 California State Fire Marshal Career Track:
Employee will be compensated a 2.5 percent salary increase for completion of CA State Fire Marshal Career Track.

These professional educational incentives may be earned in any job classification level and will continue to be carried over into any higher promotional level granted to the employees.

Each incentive pay increase will be added to the existing step and range of the employee at the time of earning the incentive recognized for compensation.

- F Training and Certification Costs:
The CITY will pay approved training costs and all costs associated with obtaining and maintaining certifications required by the CITY.

- G Flex Staffing:
Effective July 1, 1998 the CITY will implement flex staffing for the positions of Fire Fighter I, Fire Fighter II and Fire Apparatus Engineer. Within this group there will be no change in the number of positions but incumbents and future employees will be allowed to progress from Fire Fighter I to Fire Fighter II to Fire Apparatus Engineer based upon requirements set out in adopted job descriptions and merit. Incumbents as of the effective date of this Agreement shall be advanced as appropriate.

- H Professional Development Plan:
The purpose of the City of Susanville Fire Fighters Professional Development Program is to increase and maintain high levels of professionalism among Fire Fighters and to effectively prepare fire fighters for advancement.

8 UNIFORMS

- A During the term of this MOU, the CITY shall provide each employee in this Unit with an annual uniform allowance of \$700.00. Such uniform allowance shall be paid annually in June.
- B New-hires will receive a \$500 uniform allowance upon hire and receive the annual \$700 uniform allowance paid in June.

9 PHYSICAL FITNESS EQUIPMENT

The CITY agrees to provide \$1,500 annually toward an employee physical fitness and wellness program.

Physical Fitness and Wellness Program:

All members of this unit will be eligible to receive an equal share of the money available from this Section, i.e., $\$1,500 / 8 = \187.50 per member. This money will be available for the purchase of physical fitness equipment, athletic club membership and clothing for training. Members can provide the CITY with receipts for reimbursement for the above-mentioned items pending approval of the Fire Chief.

10 IRS SECTION 125 PLAN; DEFERRED COMPENSATION

The CITY agrees to establish an IRS Section 125 Plan for employees' use. The CITY will contribute \$50 per month as a contribution to an employee's Section 125 plan; or

The CITY will match on a dollar-for-dollar basis contributions to a deferred compensation plan with a maximum contribution of \$50 per month.

11 RETIREMENT

The CITY shall continue to make all of CITY share and all of employee share of contributions to the Public Employees' Retirement System for each eligible sworn employee sufficient to maintain the 3% at 50, single-highest year. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPRA.

12 WORK SCHEDULE

A Fire Department shift personnel covered by this MOU shall work a 56-hour week (averaged over a year) which shall consist of working 24-hour shifts in each work cycle, on the formula of 24 hours on-duty, 24 off-duty, 24 on-duty, 24 off-duty and 96 off duty. This work schedule equates to a 28-day work period (224 hours).

B A "working day" of "week day" shall be defined as one-fifth (or 11.2 hours) of the employee's work week, whenever those terms are used in this MOU for vacation, holidays, family illness and bereavement days.

C From time to time personnel from the Unit may be assigned to a 40-hour work week instead of the usual 24-hour shift schedule. This type of assignment will be observed as follows:

1 If the 40-hour assignment is temporary in nature (e.g., one month or less) the assignee will continue to receive vacation/sick leave accrual at their appropriate 24-hour shift rate.

- 2 If the 40-hour position becomes a permanent Unit classification, the assignee will accrue vacation/sick leave at their shift rate until a six-month probationary period has been successfully completed. At that time, the assignee will convert to the appropriate accruals for their time in service as per the 40-hour work schedule formula.
- 3 Any person in this Unit assigned to a 40-hour schedule will continue to be represented by the Fire Fighters Unit and be entitled to the benefits of that MOU, except in any areas where the shift benefits and 40-hour MOU benefits conflict.

13 HOLIDAYS

- A An employee in the Unit who works on a holiday as defined in the Employee Manual shall receive 11.2 hours of straight-time pay in addition to regular pay for each holiday worked. All employees in the Unit will be paid an amount equivalent to six holidays at a rate of 11.2 hours per holiday annually on the pay period preceding December 15.
- B Employee's birthday (or a substitute day to be selected by mutual agreement between the employee and CITY). Each employee covered by this MOU shall receive one 24-hour shift off with pay for his/her birthday. This floating leave shift is offered whether or not the employee is scheduled to work on the birthday. This leave may be taken on the employee's actual birthday or on an alternate day mutually agreed to the employee and CITY. However, if an alternate day is selected, the leave time must be taken within the current fiscal year. The CITY will not incur any overtime pay as the result of this holiday. The employee requesting time off shall advise the Fire Chief ninety days in advance of the birthday or day of leave.

14 VACATION

- A Employees in this Unit shall earn vacation credit as set forth in the Employee Manual.
- B In order that employees obtain the maximum benefit for themselves, each vacation should be taken in a single period, if possible. It is desirable that vacations not be split to less than one calendar week.
- C Vacation schedules will be arranged to avoid the necessity of work stoppage, slowing down of work, or need for additional help.
- D The time at which the employee shall be granted a vacation is at the sole discretion of the Department Head. The employee's preference will be taken into account as far as possible. The predominant factor to be considered will be the CITY's needs.

- E Subject to the provisions of Section 14.D. above, vacation will be taken in accordance with departmental seniority regardless of classification or job assignment.
- F Vacation time shall be understood as shift time charged based upon a 24-hour period credit in lieu of an eight-hour credit.

15 OVERTIME

- A The CITY agrees that all hours worked in excess of 224 hours in a 28-day work period shall be compensated for at the rate of 1.5 times the regular rate of pay.
- B The assignment of overtime will be at the CITY's sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime in advance.
- C The CITY shall have the right to require employees to work whenever necessary.
- D The CITY shall grant either pay for overtime pursuant to Section 13 of the MOU or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select pay or compensating time off. No employee shall accrue more than 240 hours of compensatory time off. An employee may elect to receive lump sum cash out for compensatory time between September 1 and December 1 of each year of this MOU.
- E An employee who is called in to work for any period one hour or more following the conclusion of the work shift or a previous call-in, shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- F Overtime is defined as time worked in excess of 224 hours. Time worked shall include time absent with pay, such as vacation time, compensatory time off, sick leave, emergency leave, family leave or bereavement leave. Time worked will not include time worked as a result of voluntary shift trades.

16 HEALTH, DENTAL and VISION INSURANCE

- A Effective February 1, 2013, the CITY shall pay the cost of health, dental and vision insurance premium for each employee covered under this MOU up to \$952 per month under the current plan. The CITY will continue to research options for the best cost-effective coverage, at its discretion. The CITY reserves the right to select, change, administer and shall have the right to select any carrier or other method of providing coverage to fund the benefits and may adjust the amount the CITY shall pay for such benefits. If the insurance provider is changed and the cost

is less than \$952 per month, per employee, the CITY shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.

- B Health insurance will be made available to retirees with no minimum vesting, if allowed under the current plan. Retirees will be eligible to purchase health insurance under the abovementioned plan with the vesting requirement if allowed by the plan. A credit of 50 percent of accumulated sick leave at time of retirement, capped at \$15,000, will be paid out per month toward 50 percent of the premium. This amount is subject to CalPERS regulations.

17 ACTING DUTY OFFICER

From time to time a permanent employee will be named as the Acting Duty Officer who is temporarily assigned to the fire ground command duties and some responsibilities of the Fire Chief position. After 48 hours of duty the employee shall receive additional compensation of ten percent above his present salary. In addition, the Acting Duty Officer shall receive four hours of straight-hourly salary for each 24-hour period that he is not at work. The Fire Chief under special circumstances may waive the 48-hour period. The additional compensation shall continue as long as the temporary assignment. Upon returning to the former position, the employee will receive the salary he would have received had he remained in the former position.

18 SALARY PROTECTION PLAN

- A The CITY will pay an amount not to exceed \$187 per contract year per employee of the premium amount for a salary protection insurance plan. The payment will either be in the form of a reimbursement to each employee who participates in the salary protection plan, or by direct payment to the company providing the salary protection program.
- B This benefit amount (\$187) is for a salary protection plan only and cannot be applied to any other program, nor can any employee receive cash in lieu of this benefit.

19 EMPLOYEE'S SICK LEAVE

- A Employees within this Unit will receive 12 hours of sick or accident allowance for each full month of employment up to a total of 144 hours allowance per calendar year, unlimited accumulation.
- B Sick leave will be administered according to the rules in the Employee Manual.
- C Sick leave benefits are payable only for an employee's regularly scheduled work days on which he or she is off as a result of the employee's illness or accident.

D Under the Public Employees' Retirement System, credit for unused sick leave (Section 20965) of the Government Code shall be a benefit provided to each employee of this Unit upon retirement and in accordance with the rules and regulations of CalPERS.

E At retirement, 50 percent of accumulated sick leave may be applied to 50 percent of insurance premiums per month.

20 **MILITARY LEAVE**

Military leave shall be granted in accordance with the provisions of state law. All employees entitled to military leave shall give the City Administrator and/or the City Administrator's authorized representative an opportunity, within the limits of military regulations, to determine when such leave shall be taken.

21 **JURY DUTY**

While serving on jury duty, employees will still be paid by the CITY on the basis of a 40-hour week, at their normal rate of pay, on condition that any compensation (in excess of mileage expenses) received from court be turned over to the CITY.

22 **FAMILY ILLNESS LEAVE**

Family illness leave and other associated family leaves are set out in the Employee Manual.

23 **BEREAVEMENT LEAVE**

Bereavement leave is available as set out in the Employee Manual.

24 **LAYOFF POLICY**

It is recognized by the Unit that when due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees, the layoff procedure shall protect the right of the CITY to retain the most qualified employees, which also recognizing the relative seniority of affected employees. The following layoff policy is adopted to accomplish this purpose:

A Section 1:
The CITY shall have the sole right to determine which class or classes shall be subject to layoff.

B Section 2:
The order of layoff of employees within a class or classes subject to layoff shall be:

- 1 Provisional or temporary employees
- 2 Part-time employees
- 3 Probationary employees
- 4 Full-time, regular employees

Within each of the first three categories, the order of layoff shall be at the discretion of the appointing authority. Order of layoff of full-time, regular employees shall be according to the following procedure established in this Section.

In the case of layoffs for full-time, regular employees, the following factors shall be considered in the following orders:

- 1 Knowledge, training, ability, skill, adaptability, attitude and efficiency.
- 2 Physical fitness required for the job.
- 3 Seniority.

C Section 3:

Seniority Determination: Seniority will be established by department and within a class. Among employees with equal seniority, the order of layoff shall be determined by the appointing authority.

Procedure: Each department is considered separately when layoff occurs. Employees shall first exhaust demotion rights within a department and class in which the employee had prior full-time, regular status, provided the demotee has a higher seniority than an employee working in that classification. Employees demoting to a lower classification in which they held prior full-time, regular status shall be subject to Factors 1 and 2 in Section 2 above.

D Section 4:

Re-employment: Employees laid off, or demoted in lieu of layoff, shall have a priority right of return to their prior class. This right shall remain effective for one year from the date of demotion or separation from the service.

25 California Emergency Management Agency (CalEMA)

The CITY provides fire fighting services to CalEMA under a contract between the CITY and CalEMA. Personnel assignments under the CalEMA contract will be made by the Fire Chief, based upon contractual and operational requirements. Whenever possible, fire fighters' wishes as to whether the assignment is desired will be considered. Any fire

fighter so assigned will keep a record of time worked in the manner prescribed and will be compensated according to the compensation provisions of this MOU and the Fair Labor Standards Act, i.e., straight-time for services under the CalEMA contract service on regular duty days, and time and one-half for services on non-duty days. All monies received for services provided under the CalEMA contract will be accounted for in the Fire Department budget.

26 PAST PRACTICES

Nothing contained in this MOU shall be interpreted as to imply or permit the invocation of past practice, or tradition, or accumulation or vesting of any employee rights or privileges other than those expressly stated herein.

The CITY and Unit agree that only those past practices, standards, obligations and/or other commitments of the CITY to its employees which are expressly stated herein shall be in full force and effect during the term of this MOU.

All other past practices, standards, obligations or commitments, whether written or unwritten, are within the scope of Section 3 of this MOU.

27 SOLE AGREEMENT

A The policies which are collected in this MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.

B If, during its term, the parties hereto should mutually agree to modify, amend or alter the provisions of the MOU in any respect, any such change shall be effective only if, and when, reduced to writing and executed by the authorized representatives of the CITY and the Unit. Any such changes validly made shall become a part of this MOU and subject to its terms.

C The CITY shall pay all costs associated with members of the Unit obtaining and maintaining special vehicle operator's licenses, EMT/First Responder licenses, and all inoculations required by the CITY.

28 SAVINGS CLAUSE

In the event that any of the policies contained in this MOU should be declared by a court of competent jurisdiction to be unenforceable or illegal, that policy, or set of policies, shall be declared void

However, this action shall in no way invalidate the remaining policies contained in this MOU.

Should a policy within the MOU become void as outlined above, either the CITY of the Unit may institute the met and confer process in regard to instituting a substitute item.

29 **TERM OF THE MEMORANDUM OF UNDERSTANDING**

This MOU shall remain in effect for the period of July 1, 2012, through and including June 30, 2013, or until a successor agreement is reached, unless a specific provision provides for a different commencement and/or termination date. The provisions of this MOU shall not, however, take effect until ratified by both the City Council of the City of Susanville and the general membership of the bargaining unit.

The provision of this MOU shall not be altered, amended, or added to except by the mutual written agreement of the CITY and the Unit. Either party may request the other to consider changes in provisions of the MOU; such requests shall be in writing. Neither party is, however, obligated to agree to re-initiate the meet and confer process unless specific provisions of the Federal Fair Labor Standards Act are amended to impact or alter the provisions of this MOU.

Dated this _____ day of _____, 2012.

30 **SIGNATURES**

CITY OF SUSANVILLE

OPERATING ENGINEERS LOCAL
UNION NO. 3, FIRE FIGHTERS

Rod E. De Boer, Mayor

Russ Burns, Business Manager

Jared G. Hancock, City Administrator

Carl Goff, President

Gwenna MacDonald, City Clerk

Jim Sullivan, Rec/Corr Secretary

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

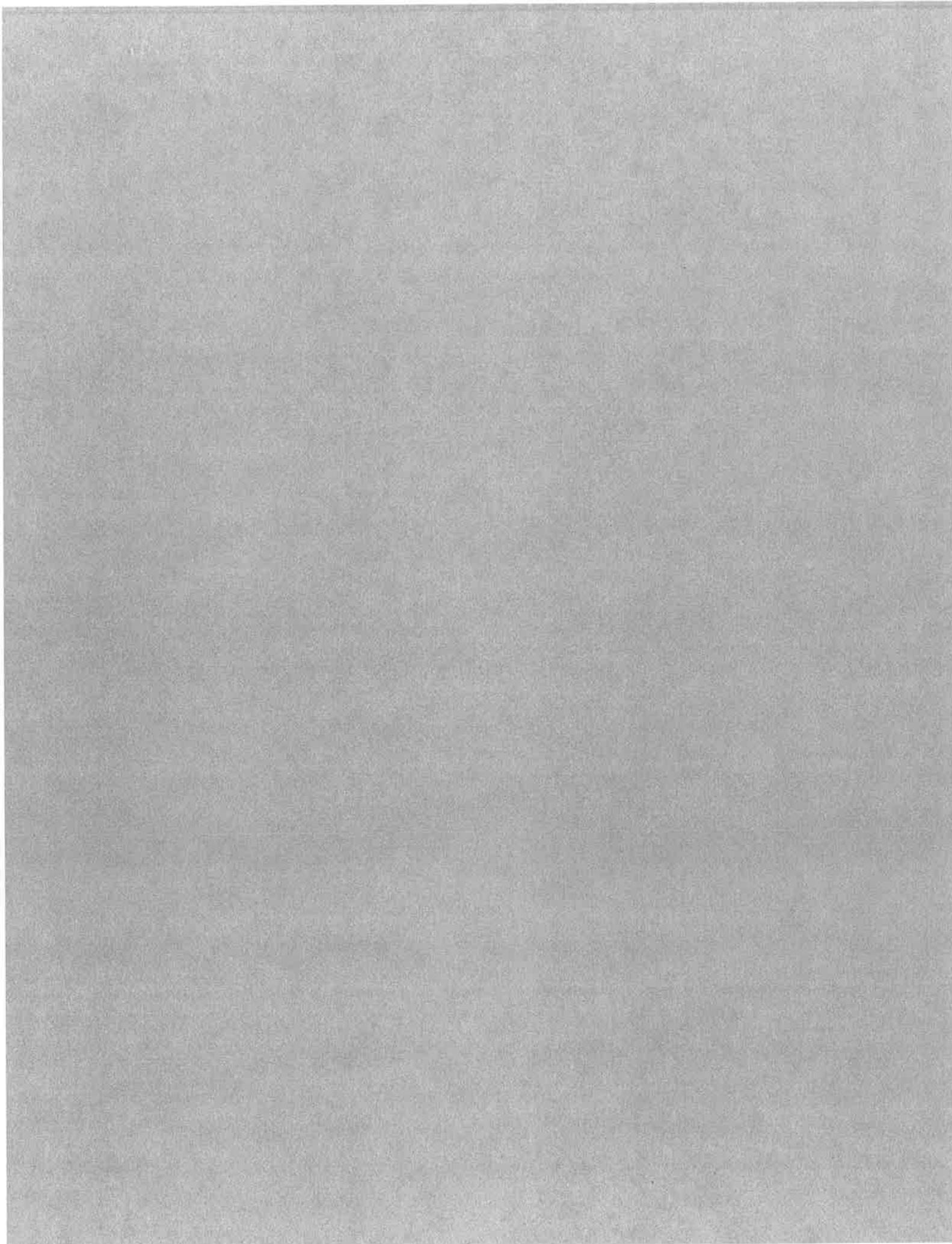
Carl Carey, Director of Public Employees

Scott Fullerton, Business Representative

John Daniel Weaver, Employee Representative

**EXHIBIT A
FIRE FIGHTERS
POSITION CLASSIFICATION SCHEDULE
July 1, 2012 through June 30, 2013**

| <u>POSITION</u> | <u>INCENTIVE LEVEL</u> | <u>RANGE</u> |
|-------------------------|------------------------|--------------|
| Fire Fighter I | Base | 129 |
| | I | 130 |
| | II | 131 |
| Fire Fighter II | Base | 132 |
| | I | 133 |
| | II | 134 |
| Fire Apparatus Engineer | Base | 137 |
| | I | 138 |
| | II | 139 |
| Fire Captain | Base | 141 |
| | I | 142 |
| | II | 143 |



MEMORANDUM OF UNDERSTANDING
BETWEEN AND FOR THE
CITY OF SUSANVILLE
AND
THE OPERATING ENGINEERS LOCAL UNION NO. 3
MISCELLANEOUS EMPLOYEES

July 1, 2012 through and including June 30, 2013

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1 **INTRODUCTION**

The representatives of the City of Susanville, hereinafter called the CITY, and the representatives of the Miscellaneous Employees Unit, hereinafter called the UNIT, having met and conferred in good faith, have mutually agreed to the following Memorandum of Understanding (MOU).

The purpose of the MOU is to promote harmonious relations between the CITY and the employees covered herein so as to promote employer-employee relations by providing a written document enumerating the entire agreement between the employer and employees pursuant to the purpose and intent of California Government Code §3500.

2 **EMPLOYEE RIGHTS**

Employees of the CITY have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations within the scope of representation. Employees of the CITY shall also have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the CITY.

3 **CITY RIGHTS**

A The CITY retains the right, subject to and in accordance with applicable laws and the provisions of the MOU, to:

- 1 Direct employees in the performance of their duties;
- 2 Hire, promote, transfer, assign and discipline employees;
- 3 Dismiss employees because of lack of work, or in accordance with personnel rules and regulations;
- 4 Determine the mission of its division and departments, and its budget, organization, number of employees, and the numbers, types, classifications, descriptions and grades of positions or employees assigned to an organizational unit, work project shift or tour of duty, and the methods and technology of performing its work; and
- 5 Take whatever action may be appropriate to carry out its mission in situations of emergency.

B In addition, the CITY specifically retains all the rights, subject to the provisions of this MOU, to take whatever actions and set whatever policies it deems necessary, with appropriate notification to UNIT employees.

- C This section will not operate to deny any employee rights guaranteed by applicable law, including the Meyers-Milias-Brown Act.

4 **NON-DISCRIMINATION**

The CITY and UNIT agree not to discriminate against any employees in accordance with applicable laws. Also, it is recognized that whenever the masculine gender is referred to in this MOU, it shall include the female gender and *vice versa*.

5 **UNIT RECOGNITION**

A **Acknowledgment:** The CITY agrees to acknowledge the Operating Engineers Local Union No. 3 as the only recognized employee organization representing the non-management employees itemized in Exhibit A of this MOU.

B **Payroll Deduction/Dues:** For those UNIT full-time, regular employees itemized in Exhibit A, the CITY will deduct from their wages the regular monthly dues. Such dues shall be deducted and transmitted to the Union upon voluntary, revocable, written authorization of the UNIT employees in a manner complying with legal requirements. Written authorization forms will be provided by the CITY unless submitted by the Union. The Union agrees to hold harmless and indemnify the CITY for any liability the CITY should incur from any mistakes, negligence or intentional wrong sustained as a result of this service; provided, however, that the proper amount as specified by the Union has been deducted and paid over.

6 **UNIT DESCRIPTION**

This unit shall consist of all full-time, regular or probationary employees of the CITY and departments listed in Exhibit A of this MOU.

7 **SALARY SCALE, MERIT STEP, CAREER DEVELOPMENT and PAY PERIOD**

A **Pay Period**
Pay periods will conform to 26 pay periods within a full year with pay day occurring every other Friday.

B **Salaries:**
For the period from July 1, 2012 through June 30, 2013 salaries shall be as shown in Exhibit B of the City of Susanville Global Range and Step Matrix.

C Longevity:
When an employee has been at Step E for two years, he/she may, according to merit, be moved to Step F where Step F is five percent higher than the current range and step. If the employee remains in Step F for two additional years, he/she may, according to merit, go to Step G. Merit increases will not be automatic and will be based upon merit as evidenced by a performance evaluation. Merit increases will be limited to one per fiscal year. Longevity begins after an employee has been at Step E for two years and goes to Step F for two years, and is then eligible to move to Step G. Longevity ends at Step G.

D SDI:
The CITY will pay the State Disability Insurance (SDI) for the employees of this UNIT.

8 IRS SECTION 125 PLAN, DEFERRED COMPENSATION

A The CITY agrees to establish an IRS Section 125 Plan for employees' use.

B The CITY will contribute \$25 per pay period as a contribution to an employee's Section 125 plan; or

C The CITY will match on a dollar-for-dollar basis contributions to a deferred compensation plan with a maximum contribution of \$25 per pay period.

9 CONTINUING EDUCATION

The CITY will reimburse employees for the cost of books and tuition for job-related training that has received approval of the City Administrator prior to enrollment. Reimbursement shall be made upon successful completion of course. Required training that takes place after work hours will be paid at 1.5 times the base rate. Attendance at optional training or college classes will not qualify for overtime pay.

10 RETIREMENT

The CITY shall continue to make all of City share and all of Employee share of contributions to the Public Employee's Retirement System for each eligible employee sufficient to maintain the 3% at 60, single-highest year. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPRA.

11 WORK SCHEDULE

A Work Period:

The work period for this UNIT shall begin at midnight Saturday and end at midnight the following Friday. Employees shall be normally scheduled for two consecutive days off.

B Work Week:

A 40-hour work week shall constitute a regular work schedule for this UNIT unless the needs of the CITY require an alteration of the schedule because of emergencies, snow removal, budgetary reasons or in order to accommodate temporary schedule adjustments.

Normally the work week for Miscellaneous employees shall be Monday through Friday, 8:00 a.m. to 5:00 p.m. with a 60-minute lunch break. The needs of the CITY will be paramount when making assignments under the 40-hour work week.

The CITY may assign employees to a 4-10 work week with the concurrence of the affected employees, subject to the provisions of Section 3.

12 **HOLIDAYS**

A The holidays listed in the Employee Manual will be recognized as eight-hour holidays during the existence of this MOU.

B Regular employees required to work on any of the designated holidays shall be entitled to be paid overtime or receive compensatory time off for such work at a rate of 1.5 times regular salary level, in addition to receiving holiday pay

13 **UNIFORM ALLOWANCE**

During the term of this MOU, the CITY shall provide the Police clerk(s), Fire Department secretary/administrative assistant and Community Services Officer in this UNIT with an annual uniform allowance of \$650. New hires shall receive a uniform allowance of \$700 for the first year only. Such uniform allowance shall be paid annually in June.

14 **OVERTIME**

A Overtime will be calculated pursuant to California state regulations and Labor Code Sections 500-558, incorporated herein by reference.

B The assignment of overtime will be at the CITY'S sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime work in advance. When an employee cannot work unscheduled overtime, for whatever reason, such action will not be considered insubordination and no other sanctions will be imposed on the employee.

- C The CITY shall have the right to require employees to work whenever necessary.
- D The CITY shall grant either pay for overtime, pursuant to Section 14.A of this MOU, or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select cash or compensating time off.
- E No employee subject to the terms of this MOU shall accrue more than 240 hours of compensatory time off. Employees may elect to receive lump sum cash out for compensatory time off in June and December. Lump sum cash out may not exceed 80 hours in any one fiscal year.
- F An employee who is called in to work (non-scheduled overtime) after clocking out shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- G An employee who works more than ten consecutive hours shall receive a meal allowance of \$13.50.
- H If an employee is required to work at one or more of the following City special events (Easter, Fishing Derby, Junior Rodeo, Rodeo, Quarter Horse Show, Christmas Tree Lighting or Main Street Cruise), employee shall receive two times their regular salary rate for the hours worked.

15 HEALTH, DENTAL, VISION INSURANCE

- A Effective February 1, 2013 the CITY shall pay the cost of health, dental and vision insurance premium for each employee covered under this MOU up to \$952 per month under the current plan. The CITY will continue to research options for the best cost-effective coverage, at its discretion. The CITY reserves the right to select, change, administer and shall have the right to select any carrier or other method of providing coverage to fund the benefits and may adjust the amount the CITY shall pay for such benefits. If the insurance provider is changed and the cost is less than \$952 per month, per employee, the CITY shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- B Health insurance will be made available to retirees with no minimum vesting, if allowed under the current plan. Retirees will be eligible to purchase health insurance under the above-mentioned plan with no vesting requirement if allowed by the plan. A credit of 50 percent of accumulated sick leave at time of retirement, capped at \$15,000, will be paid out per month toward 50 percent of the premium. This amount is subject to CalPERS regulations.

16 **GROUP LIFE INSURANCE**

- A The CITY will provide \$25,000 of group life insurance for each employee at no cost to the employee.

17 **EMPLOYEE SICK LEAVE**

- A Employees within this UNIT will receive 3.69 hours of sick leave or accident allowance for each full pay period of employment, up to a total of 96 hours per calendar year.
- B Benefits shall be payable commencing the first day of absence due to the employee's sickness or accident.
- C Sick leave benefits and the use thereof are outlined in the Employee Manual.
- D Under the Public Employees' Retirement System, credit for unused sick leave (Government Code §20965) shall be a benefit provided to each employee of this UNIT upon retirement and in accordance with the rules and regulations of CalPERS.

18 **MILITARY LEAVE**

Military leave shall be granted in accordance with the provisions of state law. All employees entitled to military leave shall give the City Administrator, and/or the City Administrator's authorized representative, an opportunity, within the limits of military regulations, to determine when such leave shall be taken.

19 **JURY DUTY**

While serving on jury duty, employees will still be paid by the CITY on the basis of a 40-hour week, at their normal rate of pay, on condition that any compensation (in excess of mileage expenses) received from the court be turned over to the CITY.

20 **VACATION LEAVE**

Vacation benefits and use are outlined in the Employee Manual.

21 **FAMILY ILLNESS LEAVE**

Family illness leave, family leave and extended medical leave benefits are outlined in the Employee Manual.

22 BEREAVEMENT LEAVE

Up to five days of paid bereavement leave will be provided to eligible employees as outlined in the Employee Manual.

23 LAYOFF POLICY

Purpose:

It is recognized by the UNIT that when, due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees, the layoff procedure shall protect the right of the CITY to retain the most qualified employees, while also recognizing the relative seniority of affected employees. The following layoff policy is adopted to accomplish this purpose:

- A The CITY shall have the sole right to determine which class or classes shall be subject to layoff.

- B The order of layoff of employees within a class, or classes, subject to layoff shall be:
 - 1 Provisional or temporary employees
 - 2 Part-time employees
 - 3 Probationary employees
 - 4 Full-time, regular employees

Within each of the first three categories, the order of layoff shall be at the discretion of the appointing authority. Order of layoff of regular, full-time employees shall be according to the following procedure established in this Section.

In the case of layoffs for full-time, regular employees, the following factors shall be considered in the following order:

- 1 Knowledge, training, ability, skill, adaptability, attitude and efficiency.
- 2 Physical fitness required for the job.
- 3 Seniority.

- C Seniority Determination:
Seniority will be established by department and within a class. Among employees with equal seniority, the order of layoff shall be determined by the appointing authority.

Procedure:

Each department is considered separately when layoff occurs. Employees shall first exhaust demotion rights within a department and class in which the employee had prior regular status provided the demotee has higher seniority than an employee working in that classification. Employees demoting to a lower classification in which they held prior full-time, regular status shall be subject to Factors 1 and 2 in Section 24.B above.

- D Re-employment:
Employees laid off, or demoted in lieu of layoff, shall have a priority right of return to their prior class. This right shall remain effective for one year from the date of demotion or separation from the service.

24 PAST PRACTICES

Nothing contained in this MOU shall be interpreted as to imply or permit the invocation of past practice, or tradition, or accumulation, or vesting of any employee rights or privileges other than those expressly stated herein.

The CITY and UNIT agree that only those past practices, standards, obligations and/or other commitments of the CITY to its employees which are expressly stated herein shall be in full force and effect during the term of this MOU.

25 GRIEVANCE/DISCIPLINE PROCEDURES

The CITY has revised and updated the Grievance and Discipline Procedures with review and input from this UNIT.

26 SOLE AGREEMENT

- A The policies which are collected in this MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.
- B If, during its term, the parties hereto should mutually agree to modify, amend or alter the provisions of the MOU in any respect, any such change shall be effective only if and when reduced to writing and executed by the authorized representatives of the CITY and the UNIT. Any such changes, validly made, shall become a part of this MOU and subject to its terms.

C The waiver of any breach or condition of this MOU, by either party, shall not constitute a precedent in the future enforcement of all terms and conditions herein.

27 SAVINGS CLAUSE

In the event that any of the policies contained in this MOU should be declared by a court of competent jurisdiction to be unenforceable or illegal, that policy, or set of policies, shall be declared void.

However, this action shall in no way invalidate the remaining policies contained in this MOU.

Should a policy within the MOU become void as outlined above, either the CITY or the UNIT may institute the meet and confer process in regard to instituting a substitute item.

28 TERM OF THE MEMORANDUM OF UNDERSTANDING

This MOU shall remain in effect for the period of July 1, 2012 through and including June 30, 2013 or until a successor agreement is rendered, unless a specific provision provides for a different commencement and/or termination date.

Dated this _____ day of _____, 2013.

29 AUTHORIZED SIGNATURES

CITY OF SUSANVILLE

OPERATING ENGINEERS LOCAL NO. 3,
MISCELLANEOUS UNIT

Rod E. De Boer, Mayor

Russ Burns, Business Manager

Jared G. Hancock, City Administrator

Carl Goff, President

ATTEST:

Gwenna MacDonald, City Clerk

Jim Sullivan, Rec/Corr Secretary

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

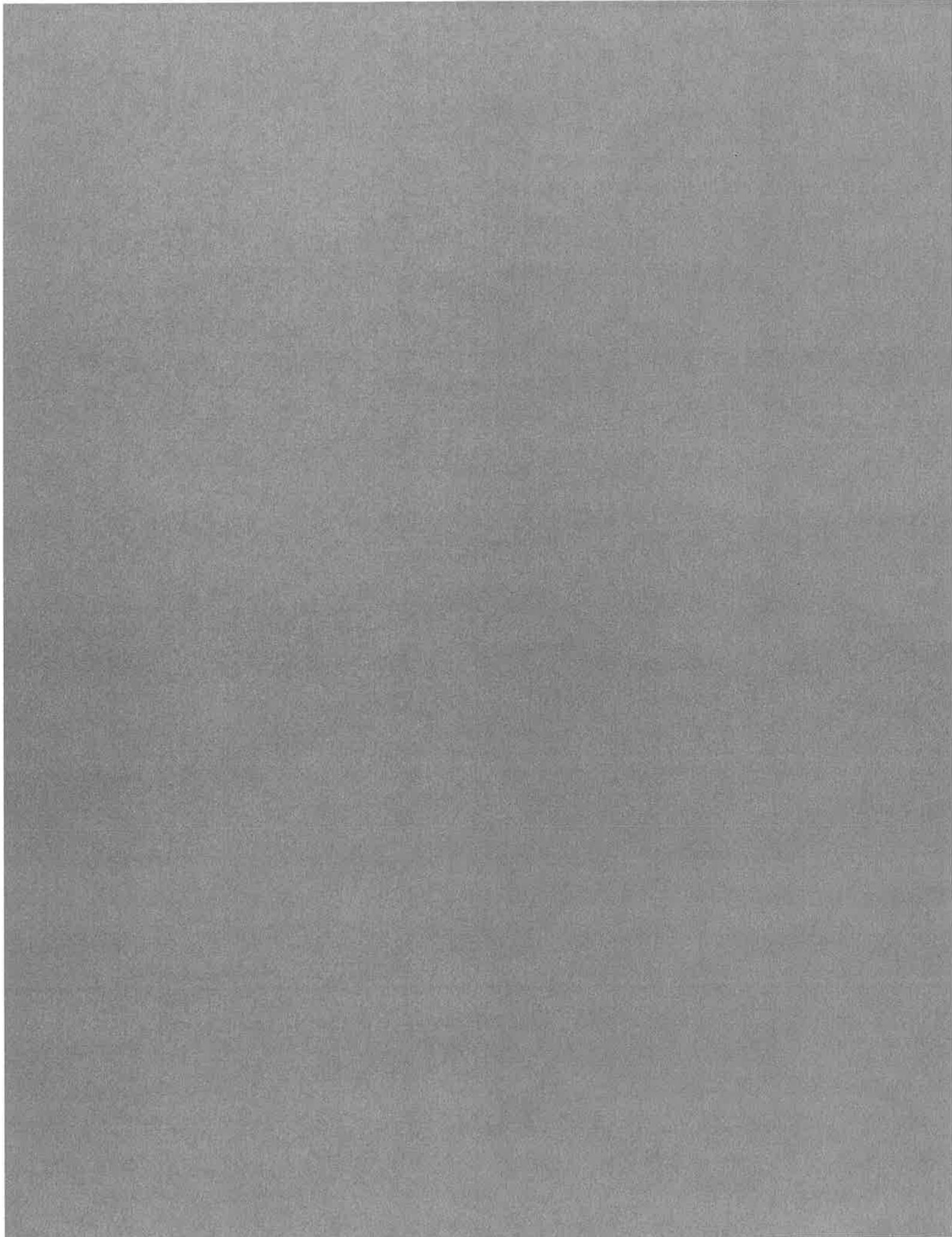
Scott Fullerton, Business Representative

Carl Carey, Director of Public Employees

Arlene Zelano, Employee Representative

EXHIBIT A
MISCELLANEOUS UNIT
Position Schedule/Salary Ranges
July 1, 2012 through June 30, 2013

| <u>POSITION</u> | <u>RANGE</u> |
|--|--------------|
| Receptionist | 112 |
| Account Clerk Clerk Typist Office Assistant Police Clerk | 120 |
| Account Clerk I | 122 |
| Account Technician | 124 |
| Account Clerk II Animal Control Officer | 126 |
| Senior Account Clerk I Senior Clerk Typist Senior Police Clerk | 130 |
| Community Services Officer | 132 |
| Housing Assistant Rehabilitation Specialist Secretary Senior Account Clerk II | 134 |
| Administrative Assistant Accounting Technician I | 138 |
| Accounting Technician II | 142 |



MEMORANDUM OF UNDERSTANDING
BETWEEN AND FOR THE
CITY OF SUSANVILLE
AND
THE OPERATING ENGINEERS LOCAL UNION NO. 3

PUBLIC WORKS EMPLOYEES

July 1, 2012 through and including June 30, 2013

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1 **INTRODUCTION**

The representatives of the City of Susanville, hereinafter called the CITY, and the representatives of the Public Works Unit, hereinafter called the UNIT, having met and conferred in good faith, have mutually agreed that the following Memorandum of Understanding (MOU) be adopted and that the wages, hours and other terms and conditions of employment in this exclusive agreement be implemented.

The purpose of the MOU is to promote harmonious relations between the CITY and the employees covered herein so as to promote employer-employee relations by providing a written document enumerating the entire agreement between the employer and employees pursuant to the purpose and intent of California Government Code §3500.

2 **EMPLOYEE RIGHTS**

Employees of the CITY have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations within the scope of representation. Employees of the CITY shall also have the right to represent themselves individually in their employment relations with the CITY.

3 **CITY RIGHTS**

A The CITY retains the right, subject to and in accordance with applicable laws and the provisions of the MOU, to:

- 1 Direct employees in the performance of their duties;
- 2 Hire, promote, transfer, assign and discipline employees;
- 3 Dismiss employees because of lack of work, or in accordance with personnel rules and regulations;
- 4 Determine the mission of its divisions and departments, and its budget, organization, number of employees, and the numbers, types, classifications, descriptions and grades of positions or employees assigned to an organizational unit, work project shift or tour of duty, and the methods and technology of performing its work; and
- 5 Take whatever action may be appropriate to carry out its mission in situations of emergency.

B In addition, the CITY specifically retains all the rights, subject to the provisions of this MOU, to take whatever actions and set whatever policies it deems necessary, with appropriate notification to UNIT employees.

- C This section will not operate to deny any employee rights guaranteed by applicable law, including the Myers-Milias-Brown Act.

4 **NON-DISCRIMINATION**

The CITY and UNIT agree not to discriminate against any employees in accordance with applicable laws. Also, it is recognized that whenever the masculine gender is referred to in this MOU, it shall include the female gender and *vice versa*.

5 **UNIT RECOGNITION**

A **Acknowledgment:**

The CITY agrees to acknowledge the Operating Engineers Local Union No. 3 as the only recognized employee organization representing the non-management employees itemized in Exhibit A of this MOU.

B **Payroll Deduction/Dues:**

For those unit full-time, regular employees itemized in Exhibit A, the CITY will deduct from their wages the regular monthly dues. Such dues shall be deducted and transmitted to the Union upon voluntary, revocable, written authorization of the UNIT employees in a manner complying with legal requirements. Written authorization forms will be provided by the CITY unless submitted by the Union. The Union agrees to hold harmless and indemnify the CITY for any liability the CITY should incur from any mistakes, negligence, or intentional wrong sustained as a result of this service; provided, however, that the proper amount as specified by the Union has been deducted and paid over.

6 **UNIT DESCRIPTION**

This UNIT shall consist of all full-time, regular or probationary employees of the CITY of Susanville Public Works UNIT listed in Exhibit A of this MOU.

7 **SALARY SCALE, MERIT STEP, CAREER DEVELOPMENT and PAY PERIOD**

A **Pay Period:**

Pay period will conform to 26 pay periods within a full year with pay day occurring every other Friday.

B **Salaries:**

For the period from July 1, 2012 through June 30, 2013 shall be as shown in Exhibit B of the City's Global Range and Step Matrix.

C Longevity:
When an employee has been at Step E for two years, he/she may, according to merit, be moved to Step F where Step F is five percent higher than the current range and step. If the employee remains in Step F for two additional years, he/she may, according to merit, go to Step G. Merit increases will not be automatic and will be based upon merit as evidenced by a performance evaluation. Merit increases will be limited to one per fiscal year. Longevity begins after an employee has been at Step E for two years and goes to Step F for two years, then is eligible to move to Step G. Longevity ends at Step G.

D SDI:
The CITY will pay the State Disability Insurance (SDI) for the employees of this unit.

8 IRS SECTION 125 PLAN, DEFERRED COMPENSATION

- A The CITY agrees to establish an IRS Section 125 Plan for employees' use.
- B The CITY will contribute \$25 per pay period as a contribution to an employee's Section 125 plan; or
- C The CITY will match on a dollar-for-dollar basis contributions to a deferred compensation plan with a maximum contribution of \$25 per pay period.

9 RETIREMENT

The City shall continue to make all of City share and all of Employee share of contributions to the Public Employees' Retirement System for each eligible employee sufficient to maintain the 3% at 60, single-highest year. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPR.

10 WORK SCHEDULE

- A Work Period:
If a standard eight-hour/10-day pay period is worked, the work period for this UNIT shall begin at midnight Saturday and end at midnight the following Friday. Employees shall normally be scheduled for two consecutive days off.
- B Work Week:
A 40-hour work week shall constitute a regular work schedule for this UNIT unless the needs of the CITY require an alteration of the schedule because of emergencies, snow removal, budgetary reasons, or in order to accommodate temporary schedule adjustments.

Normally, the work week for Public Works employees shall be Monday through Friday, 7:00 a.m. to 3:30 p.m. with a 30-minute lunch break. The needs of the CITY will be paramount when making assignments under the 40-hour work week.

The CITY may assign employees to a 4-10 work week with the concurrence of the affected employees.

- C The CITY may assign employees to an alternative work week pursuant to Labor Code §500-558, incorporated herein by reference and further defined by "The Sample Schedule for 9/80 Work Week" attached hereto as Exhibit C.

11 HOLIDAYS

- A The holidays listed in the Employee Manual will be recognized as eight-hour holidays.
- B Full-time, regular employees required to work on any of these holidays shall be entitled to paid overtime or receive compensatory time off for such work at 1.5 times their regular salary, in addition to receiving holiday pay.

12 UNIFORM ALLOWANCE

The CITY will provide each UNIT employee with laundered uniform shirt and pants (five sets per week) in colors and style mutually agreed to by the UNIT and the City Administrator. A \$100 boot allowance for the purchase of footwear appropriate for job classification will be paid annually in the first payroll of the fiscal year.

13 OVERTIME

- A The assignment of overtime will be at the CITY'S sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime work in advance.
- B The CITY shall have the right to require employees to work whenever necessary.
- C The CITY shall grant either pay for overtime, pursuant to Section 13.A of this MOU, or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select cash or compensating time off.
- D No employee subject to the terms of the MOU shall accrue more than 240 hours of compensatory time off. Employee may elect to receive lump sum cash out for compensatory time between September 1 and December 1 of each year of this MOU. Lump sum cash out may not exceed 40 hours in any one fiscal year.

- E An employee who is called in to work one hour or more following conclusion of the work shift, or a previous call in, shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- F An employee who works more than ten consecutive hours shall receive a meal allowance of \$15.00.
- G When warranted, and in the interest of CITY operations, Department Heads, or their designee, may assign employees to "on-call" status. "On-call" duty is an assigned duty outside the normal work-week assignment during which an employee must remain where he can be contacted by telephone, or other device, and he is ready for immediate call-back to his department to perform an essential service. An employee assigned on-call duty shall be compensated at the rate of \$3.00 per hour for each hour of such duty.
- H If an employee is required to work at one or more of the following City special events (Lassen County Fair Parade, Main Cruise, Veterans' Parade, Christmas Parade or Halloween festivities), he shall receive two times his regular salary rate for the hours worked.

14 HEALTH, DENTAL and VISION INSURANCE

- A Effective February 1, 2013 the CITY shall pay the cost of health, dental and vision insurance premium for each employee covered under this MOU up to \$952 per month under the current plan. The CITY will continue to research options for the best cost-effective coverage, at its discretion. The CITY reserves the right to select, change, administer and shall have the right to select any carrier or other method of providing coverage to fund the benefits and may adjust the amount the CITY shall pay for such benefits. If the insurance provider is changed and the cost is less than \$952 per month, per employee, the CITY shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- B Health insurance will be made available to retirees with no minimum vesting, if allowed under the current plan. A credit of 50 percent of accumulated sick leave at time of retirement, capped at \$15,000, will be paid out per month towards 50 percent of the premium. This amount is subject to CalPERS regulations.

15 GROUP LIFE INSURANCE

The CITY will provide \$25,000 of group life insurance for each employee at no cost to the employee.

16 **HEARING TEST**

The CITY shall provide, at no expense to the employee, an annual hearing test to non-office workers. Where necessary, protective hearing devices and equipment modifications will be required at CITY cost to prevent hearing loss.

17 **EMPLOYEE SICK LEAVE**

- A Employees within this UNIT will accrue four hours of sick or accident leave per pay period.
- B Benefits shall be administered according to the provisions of the Employee Manual.
- C Under the Public Employees' Retirement System, credit for unused sick leave (Government Code §20965) shall be a benefit provided to each employee of this UNIT upon retirement and in accordance with the rules and regulations of CalPERS.
- D Upon retirement from the City, unused sick leave may be capitalized at 50 percent of current hourly salary. This fund may be used to pay 50 percent of monthly health insurance premiums, capped at \$15,000, subject to CalPERS regulations.

18 **MILITARY LEAVE**

Military leave shall be granted in accordance with the provisions of state law. All employees entitled to military leave shall give the City Administrator, and/or the City Administrator's authorized representative, an opportunity, within the limits of military regulations, to determine when such leave shall be taken.

19 **JURY DUTY**

While serving on jury duty, employees will still be paid by the CITY on the basis of a 40-hour week, at their normal rate of pay, on condition that any compensation (in excess of mileage expenses) received from the court be turned over to the CITY.

20 **VACATION**

- A Employees in this UNIT shall earn vacation credit as outlined in the Employee Manual.
- B In order that employees obtain the maximum benefit for themselves, each vacation should be taken in a single period, if possible. It is desirable that vacations not be split to less than one calendar week. It is recognized by the CITY that employees

may want to save a few vacation days to be taken at their discretion throughout the year.

- C Vacation schedules will be arranged to avoid the necessity of work stoppage, slowing down of work or need for additional help.
- D The time at which the employee shall be granted a vacation is at the sole discretion of the Department Head. The employee's preference will be taken into account as far as possible. The predominant factor to be considered will be the CITY's needs.
- E Subject to the provisions of Section 20.D above, vacation will be taken in accordance with departmental seniority regardless of classification or job assignment.

21 FAMILY ILLNESS LEAVE

Family illness leave is available per guidelines set out in the Employee Manual.

22 BEREAVEMENT LEAVE

Bereavement leave is available per guidelines set out in the Employee Manual.

23 LAYOFF POLICY

A Purpose:

It is recognized by the UNIT that when, due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees, the layoff procedure shall protect the right of the CITY to retain the most qualified employees while also recognizing the relative seniority of affected employees. The following layoff policy is adopted to accomplish this purpose.

B The order of layoff of employees within a class, or classes, subject to layoff, shall be as follows:

- 1 Provisional or temporary employees
- 2 Part-time employees
- 3 Probationary employees
- 4 Full-time regular employees

Within each of the first three categories, the order of layoff shall be at the discretion of the appointing authority. Order of layoff of regular employees shall be according to the following procedure established in this Section.

In the case of layoffs for full-time regular employees, the following factors shall be considered in the following order:

- 1 Knowledge, training, ability, skill, adaptability, attitude and efficiency
- 2 Physical fitness required for the job
- 3 Seniority

C Seniority Determination:

Seniority will be established by department and within a class. Among employees with equal seniority, the order of layoff shall be determined by the appointing authority.

Procedure:

Each department is considered separately when layoff occurs. Employees shall first exhaust demotion rights within a department and class in which the employee had prior regular status provided the demotee has higher seniority than an employee working in that classification. Employees demoting to a lower classification in which they held prior regular status shall be subject to Factors 1 and 2 in Section 23.B above.

D Re-employment:

Employees laid off, or demoted in lieu of layoff, shall have a priority right of return to their prior class. This right shall remain effective for one year from the date of demotion or separation from the service.

24 PAST PRACTICES

Nothing contained in this MOU shall be interpreted as to imply or permit the invocation of past practice, or tradition, or accumulation, or vesting of any employee rights or privileges other than those expressly stated herein.

The CITY and UNIT agree that only those past practices, standards, obligations and/or other commitments of the CITY to its employees which are expressly stated herein shall be in full force and effect during the term of this MOU.

25 GRIEVANCE/DISCIPLINE PROCEDURES

The parties agree that the CITY will review its grievance and discipline procedures. The UNIT will be invited to provide recommendations during that review and will be provided draft copies of any proposed changes for the purpose of review and comment.

26 SOLE AGREEMENT

A The policies that are collected in the MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.

B If, during its term, the parties hereto should mutually agree to modify, amend or alter the provisions of the MOU in any respect, any such change shall be effective only if and when reduced to writing and executed by the authorized representatives for the CITY and the UNIT. Any such changes, validly made, shall become a part of this MOU and subject to its terms.

C The waiver of any breach of condition of this MOU, by either party, shall not constitute a precedent in the future enforcement of all terms and conditions herein.

27 SAVINGS CLAUSE

In the event that any of the policies contained in this MOU should be declared by a court of competent jurisdiction to be unenforceable or illegal, that policy, or set of policies, shall be declared void.

However, this action shall in no way invalidate the remaining policies contained in this MOU.

Should a policy within the MOU become void as outlined above, either the CITY or the UNIT may institute the meet and confer process in regard to instituting a substitute item.

28 SPECIAL LICENSES

The CITY shall pay all costs associated with members of UNIT obtaining and maintaining special vehicle operator licenses required by the CITY. The implementation of the Class A and Class B license requirements for employees, as of July 1, 1992 of the CITY will not result in job discrimination (i.e., loss of promotional or transfer opportunities, etc. not requiring such licenses) or adverse action if the employee is physically unable to maintain the required license. In such instances, the CITY will make reasonable accommodation for the employee.

29 **WORKERS' COMPENSATION BONUS**

An annual \$100 cash bonus will be paid to employees of this UNIT who do not lose (at a minimum) an eight-hour work day due to Workers' Compensation claim during the fiscal year beginning July 1, 2012 and ending June 30, 2013. Bonus will be paid during the first payroll session of July in the year following the previous fiscal year in which there were no claims. This provision took effect July 1, 2004.

30 **TERM OF THE MEMORANDUM OF UNDERSTANDING**

This MOU shall remain in effect for the period of July 1, 2012 through and including June 30, 2013 or until a successor agreement is rendered, unless a specific provision provides for a different commencement and/or termination date.

Dated this _____ day of _____, 2013

31 **AUTHORIZED SIGNATURES**

CITY OF SUSANVILLE

OPERATING ENGINEERS LOCAL UNION
NO. 3, PUBLIC WORKS EMPLOYEES

Rod E. De Boer, Mayor

Russ Burns, Business Manager

Jared G. Hancock, City Administrator

Carl Goff, President

ATTEST:

Gwenna MacDonald, City Clerk

Jim Sullivan, Rec/Corr Secretary

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

Carl Carey, Director of Public Employees

Scott Fullerton, Business Representative

Brian R. Brown, Employee Representative

Robert Godman, Employee Representative

**EXHIBIT A
PUBLIC WORKS UNIT
SALARY RANGES
FY 2012/2013**

| <u>POSITION</u> | <u>RANGE</u> |
|---|--------------|
| Maintenance Worker I Meter Reader | 121 |
| Maintenance Worker II | 125 |
| Gas Technician II Mechanic II Streets maintenance Operator II Water System Operator II Water/Gas Technician II | 130 |
| Gas Technician III Mechanic III Streets Maintenance Operator III Water System Operator III | 135 |
| Fleet Maintenance Supervisor Gas Utility Supervisor Parks/Facilities Maintenance Supervisor Streets Maintenance Supervisor Water Utility Supervisor | 140 |

STEVE'S PUMPS & WELL DRILLING

Invoice

P.O. BOX 249
 711-715 SEARS RD.
 JANESVILLE, CA 96114
 CA LICENSE #608271* CL C57

| | |
|-----------|-----------|
| Date | Invoice # |
| 5/28/2013 | 4299 |

| |
|---|
| Bill To |
| DIAMOND MOUNTAIN GOLF CLUB ATTN: DARRELL 75 N. WEATHERLOW SUSANVILLE, CA 96130 |

| |
|---|
| Ship To |
| DIAMOND MOUNTAIN GOLF CLUB PUMP STATION #2 SUSANVILLE, CA 96130 |

| | | | | |
|-------------|------------------|-----------|-----|----------|
| P.O. Number | Terms | Due Date | Rep | Ship |
| | DUE UPON RECE... | 5/28/2013 | JR | 5/4/2013 |

| Quantity | Description | Price Each | Amount |
|----------|--|------------|--------|
| 1 | <p>SERVICE CALL: FURNISHED THE LABOR, MATERIAL, & EQUIPMENT NECESSARY TO INSPECT SYSTEM. DETERMINED A FAULTY SURGE PROTECTOR AND BLOWN FUSES TO EXIST. REPLACED FUSES WITH CLIENT SUPPLIED FUSES AND FURTHER INSPECTION DETERMINED THAT THE INCOMING POWER WAS INCORRECT. RECOMMENDED CLIENT PHONE LMUD TO CORRECT THE POWER SITUATION PRIOR TO OPERATING THE SYSTEM AND TO BE AWARE THAT THE SYSTEM IS CURRENTLY OPERATING WITHOUT A SURGE PROTECTOR WHICH SHOULD BE REPLACED IN THE NEAR FUTURE.</p> <p>RECOMMENDATION:</p> <p>1) REPLACE THE FAULTY SURGE PROTECTOR WITH A NEW SQUARE D SURGE PROTECTOR. ESTIMATED COST TO INSTALL \$ 2977.09</p> | 187.50 | 187.50 |

| | | | |
|-------------------------------------|--|--------------------------|----------|
| WE TRULY APPRECIATE YOUR BUSINESS!! | | Sales Tax (7.25%) | \$0.00 |
| | | Total | \$187.50 |
| | | Payments/Credits | \$0.00 |
| | | Balance Due | \$187.50 |

| | |
|----------------|--------------|
| Phone # | Fax # |
| 530-253-3601 | 530-253-2881 |

Reviewed by: ~~JGH~~ City Administrator
~~PHY~~ City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: General Plan Amendment to adopt the 2009 – 2014 Housing Element update.

PRESENTED BY: Craig Sanders, City Planner

SUMMARY: As directed by the City Council, the 2009-2014 Housing Element was referred back to the City of Susanville Planning Commission for review. At a publicly noticed hearing held on May 14, 2013 the Planning Commission conducted a public hearing on the proposed Housing Element document. There were no comments from the public on the document and the Planning Commission did not recommend any changes to the document. The Planning Commission adopted Planning Commission Resolution 13-0985, attached as Exhibit "A", recommending that the City Council accept and adopt the document as an amendment to the City of Susanville General Plan.

ANALYSIS:

Adoption of the Housing Element is required by law and a certified Housing Element is required for the City to obtain grant funding for housing rehabilitation or for certain types of new housing projects. With the adoption of this document the Council will be amending the City General Plan. Once adopted the Housing Element contains several action items requiring the City to amend other documents including sections of the Zoning Code and amending a portion of the Safety Element of the General Plan. Amendments to the Zoning Code are:

1. Add density bonus regulations in accordance with State law.
2. Increase the density in the R-3 zones from 12 to 15 dwelling units per acre.
3. Remove constraints that discourage the development of second dwelling units.
4. Allow apartment building with more than 12 dwellings in a single structure in the R-4 zone.
5. Allow mobile home parks in all residential zones with a use permit as required by State Law.
6. Allow emergency shelters in at least one zone district by right.
7. Update the definition of transitional and supportive housing and zones in which they are allowed
8. Provide reduced parking standards for housing for the disabled.
9. Develop a process for granting reasonable accommodations for homes occupied by disable persons, when requested.

In adopting this document, the City has agreed to make these changes and other less significant procedural changes within one year from the adoption of the Housing Element.

FISCAL IMPACT: No direct impact, additional staff time for implementation

ACTION REQUESTED: Adopt Resolution 13-4943 and direct submittal of the adopted Housing Element to HCD.

ATTACHMENTS: "A" - Planning Commission Resolution 13-0985
"B" - City Council Resolution 13-4943

RESOLUTION NUMBER 13-4943
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE ADOPTING
THE 2009 HOUSING ELEMENT UPDATE TO THE GENERAL PLAN AND
AUTHORIZING STAFF TO SUBMIT IT TO THE STATE OF CALIFORNIA,
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
FOR FINAL CERTIFICATION

WHEREAS, The City of Susanville adopted its existing Housing Element in 2004 and has undertaken a comprehensive update of its Housing Element in accordance with the requirements of California Government Code Section(s) 65880 *et seq.*; and

WHEREAS, the Housing Element is one of the seven mandatory elements of the General Plan and has been updated in accordance with State Housing and Community Development guidelines and through the policies, procedures, and action plans therein, the Housing Element provides a plan for maintaining and providing housing for residents of all income levels in the City. The proposed City of Susanville Housing Element is for the planning period of 2009 to 2014; and

WHEREAS, the City of Susanville was required by state law to update its Housing Element of the Susanville General Plan 1990-2010; and

WHEREAS, Administrative Services department staff prepared an update of the plan to comply with state law and submitted to and received by the California Department of Housing and Community Development on June 24, 2009 which began a 60 day review period; and

WHEREAS, the California Department of Housing and Community Development provided the City with comments and required changes to the draft Housing Element on August 20, 2009;

WHEREAS, the revisions to the document were submitted to and received by the California Department of Housing and Community Development on December 26, 2012 for a second review; and

WHEREAS, on February 13, 2013 the California Department of Housing and Community Development determined that the draft Housing Element update, as presented, addresses all statutory requirements and will comply with State housing element law when adopted and submitted pursuant to Section 65585(g); and

WHEREAS, a notice of a public hearing was published and conducted by the City Council on April 3, 2013 to consider the General Plan Amendment to consider the adoption of the Housing Element update and the related environmental document was noticed in accordance with applicable laws; and

WHEREAS, on April 3, 2013, the City Council conducted the noticed public hearing to consider the CEQA finding of a Negative Declaration and the General Plan Amendment to adopt the Housing Element and has considered and evaluated all written reports and comments and oral testimony presented by City staff, property owners, resident and other interested parties and such other matters as are reflected in the record.

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

SECTION 1. On April 3 2013, after consideration and evaluation of all written reports and comments and oral testimony presented city staff, property owners, resident and other interested parties and such other matters as are reflected in the record of the noticed public hearing on the proposed Negative Declaration and proposed General Plan Amendment adopting a Housing element update, the City Council adopts Resolution 13-4943 finding and determining that the Negative Declaration is adequate and was prepared in accordance with the requirements of the California Environmental Quality Act; that a 21-day public review period ran from February 26, 2013 to March 19, 2013; that comments regarding the Negative Declaration were addressed and incorporated into the record; and that the adoption of the Negative Declaration represents the City's independent judgment.

SECTION 2. That in accordance with State Planning and Zoning Law, the Susanville City Council makes the following findings for approval of the Housing Element Update:

1. The proposed Housing Element Update will not be detrimental to the health, safety, comfort, or general welfare of persons residing or working within the City nor injurious to neighborhoods or properties within the City.

The proposed Housing Element update will promote the health, safety, comfort and general welfare of the City and its residents through, goals, policies, and implementation programs geared towards ensuring adequate housing for all income levels in the community, based upon existing community housing needs and state law. The Housing Element update complies with all statutory requirements and is internally consistent with the other elements of the City of Susanville General Plan. The adoption and implementation of the Housing Element update will not result in any significant effect on the environment.

2. The proposed Housing element Update will permit reasonable and logical development of the City consistent with its constraints.

The proposed Housing Element update contains goals, policies, and implementation programs that will help guide the development of future housing within the City in concert with other elements of the General Plan. The proposed Housing Element update along with the action items and the City's Land use Element provides flexibility and opportunity for the development of residential uses to meet the needs of all economic segments of the community.

SECTION 3. Based upon all written reports and comments and oral testimony presented City staff, property owners, resident and other interested parties, the California Department of Housing and Community development (HCD) and other such matters reflected in the record, the City Council of the City of Susanville hereby approves the Housing Element update and authorized its submittal to HCD pursuant to Government Code Section 65585(g).

APPROVED: _____
Rod E. DeBoer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing resolution was adopted at a regular meeting of the City of Susanville City Council held on the 5th day of June, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Peter M. Talia, City Attorney

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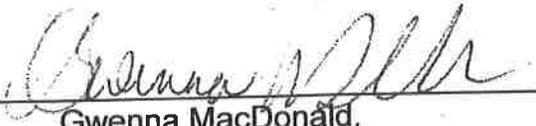
Department of Housing and Community Development dated August 20, 2009 and to consider the environmental document was noticed in accordance with applicable laws; and

WHEREAS, on May 14, 2013, the Planning Commission conducted the noticed public hearing to consider the CEQA finding of a Negative Declaration General Plan Amendment to recommend adopt the Housing Element Update and has considered and evaluated all written reports and comments and oral testimony presented by City staff, property owners, resident and other interested parties and such other matters as are reflected in the record.

NOW, THEREFORE, BE IT RESOLVED, the Planning Commission finds that the Housing Element is internally consistent with the Susanville General Plan 1990-2010;

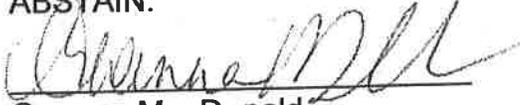
AND, BE IT FURTHER RESOLVED, the Planning Commission accepts the Housing Element Update to the Susanville General Plan 1990-2010, attached hereto as Exhibit A-1 and recommends that the City Council adopt the plan as an amendment to the City of Susanville General Plan.

APPROVED: 
Alan Dowdy, Vice Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: 
Gwenna MacDonald,
Secretary to the Planning Commission

The foregoing resolution was introduced and adopted at a regular adjourned meeting of the Susanville Planning Commission held on the 14th day of May 2013, by the following vote:

- AYES: Foster, Bennett, Stark, Dowdy
- NOES:
- ABSENT: Jambois
- ABSTAIN:


Gwenna MacDonald
Secretary to the Planning Commission

Reviewed by: ~~SA~~ City Administrator
~~PA~~ City Attorney

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 13-4957**, Resolution of Intention pursuant to Streets and Highways Code §36534 approving annual budget and scheduling public hearing to consider setting assessments for FY 2013/2014

PRESENTED BY: Peter M. Talia, City Attorney

SUMMARY: The *Streets and Highways Code* requires the City Council to consider the annual fiscal report of the Historical Uptown Susanville Association (HUSA). The City Council may make changes or alterations to the report and approve it by resolution. If the annual fiscal report is accepted by the City Council, the City Council then sets a public hearing to consider the levy of assessments in the parking and business improvement district identified in Chapter 5.24 of the *Susanville Municipal Code*. If the City Council accepts the report, the public hearing could be set for Wednesday, June 19, 2013 at 7:00 p.m. to consider the levy of assessments.

FISCAL IMPACT: The City presently receives five percent of the assessments, approximately \$3,000 annually, for reimbursement of City staff time for billing and collection of assessments.

ACTION REQUESTED:

- ♦ Motion to approve **Resolution No. 13-4957**, Resolution of Intention pursuant to Streets and Highways Code §36534 approving annual budget and scheduling public hearing to consider setting assessments for FY 2013/2014

ATTACHMENTS:

- ♦ **Resolution No. 13-4957**, Resolution of Intention pursuant to Streets and Highways Code §36534 approving annual budget and scheduling public hearing to consider setting assessments for FY 2013/2014
- ♦ Annual HUSA report

RESOLUTION NO. 13-4957
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
SETTING ASSESSMENTS FOR HISTORIC UPTOWN SUSANVILLE
ASSOCIATION (HUSA) FOR FY 2013/2014 PURSUANT TO *STREETS AND*
***HIGHWAYS CODE* §36534**

WHEREAS, the City Council of the City of Susanville, pursuant to *Streets and Highways Code* §36534, having considered the annual fiscal report of HUSA on June 5, 2013, regarding and considering the matters set forth in *Streets and Highways Code* §36533 and the annual levy of an assessment in the parking and business improvement district known as HUSA; and

WHEREAS, the City Council, having accepted said report without any changes or alterations thereto; and

WHEREAS, the City Council, having duly advertised a public hearing on the setting of assessments in the *Lassen County Times*, a publication circulated within the city; and

WHEREAS, the City Council, having held a public hearing on the setting of assessments on June 19, 2013;

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

- 1 The City Council does not amend the boundaries of the assessment area set forth in the *Susanville Municipal Code*, Chapter 5.24, the business categories listed therein, or the assessment fee itself; and
- 2 The City Council hereby sets the assessments for HUSA for FY 2013/2014 as follows:

| | <u>Benefit Zone A</u> | <u>Benefit Zone B</u> |
|--------------------------------|-----------------------|-----------------------|
| Type 1 – Retail: | \$350.00 | \$250.00 |
| Type 2 – Lodging/Restaurants: | \$275.00 | \$200.00 |
| Type 3 – Service/Organization: | \$225.00 | \$150.00 |
| Type 4 – Professional: | \$175.00 | \$100.00 |
| Type 5 – Financial: | \$275.00 | \$250.00 |

This annual benefit assessment shall be payable in one lump sum each fiscal year or as provided in the Amended Agreement for Administration of Parking and business Improvement District dated September 2, 2009; and

- 3 The areas of Benefit Zones A and B are as set forth on Exhibit "A," attached hereto and incorporated herein by reference; this area is the same as the area previously established in the *Susanville Municipal Code*, Chapter 5.24.

APPROVED: _____
Rod E. De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 13-4957 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Peter M. Talia, City Attorney



ANNUAL REPORT

May 16, 2013

MISSION STATEMENT:

The mission of the Historic Uptown Susanville Association is the economic enhancement, historic preservation and commercial revitalization. Our goal is to keep business in the district, attract new businesses and promote the district to the local and tourist markets.

PURPOSE:

The Historic Uptown Susanville Association was created for the purposes of:

1. General promotion of business activities in the district including annual promotional programs, aggressive image-building campaigns, shop-at-home campaigns and promotion of tourism.
2. Acquisition, construction, or maintenance of parking facilities for the benefit of the district.
3. Beautification of any public areas within the district.

4. Promotion of public events which take place within the district.

NON-PROFIT:

Historic U.S.A., Inc. is a 501(c) 6 non-profit corporation with Articles of Incorporation filed with the Secretary of State of the State of California on February 22, 1993.

H.U.S.A. ASSESSMENT STATISTICS:

H.U.S.A. statistics are compiled from assessments from the district as defined on the area map. (see appendix A) Historic Uptown Susanville Association's assessment status as of May 16, 2012 is as follows:

| <u>TYPE</u> | <u>UNITS</u> | <u>ZONE</u> | |
|-----------------------|--------------|-------------|--------|
| Retail | 20 | A - 18 | B - 2 |
| Lodging & Restaurants | 5 | A - 4 | B - 1 |
| Service | 30 | A - 11 | B - 19 |
| Professional | 29 | A - 9 | B - 20 |
| Financial | 2 | A - 1 | B - 1 |
| TOTAL ASSESSEES | 86 | | |

TOTAL POTENTIAL ANNUAL ASSESSMENT
INCOME: \$17,525.00

ASSESSMENTS:

Assessments are not optional. All business owners in the designated district are billed on an annual basis through the City of Susanville. Any new business established within the Area shall not be required to pay an assessment hereunder for the first six months following its commencement of business. The assessment on such new business shall be prorated, omitting any charges for the first six months it was in operation. This shall not be deemed to apply to an existing business that has changed ownership or location within the District. All assessment payments are to be made to the City of Susanville. There is a 5% collection fee paid to the City of Susanville for their collection efforts. H.U.S.A. has been working closely with City staff to try and make sure we obtain accurate accounting of businesses arriving and departing our district so we may maintain an effective means of statistic and collection management.

ANNUAL ASSESSMENT FORMULA MATRIX

| | <u>ZONE A</u> | <u>ZONE B</u> |
|----------------------------------|---------------|---------------|
| <u>TYPE</u> | <u>ANNUAL</u> | <u>ANNUAL</u> |
| Type 1- Retail | \$350.00 | \$250.00 |
| Type 2- Lodging & Restaurants | \$275.00 | \$200.00 |
| Type 3- Service | \$225.00 | \$150.00 |
| Type 4- Professional | \$175.00 | \$100.00 |
| Type 5- Financial | \$275.00 | \$250.00 |

OBJECTIVES/ACCOMPLISHMENTS:

2013/2014 Objectives:

1. Sponsor Safe and Sane Halloween and Fall Crafters Festival in addition to fully funding the Magical Country Christmas Event and sponsoring for the Main Street Cruise.
2. Continue working with the City of Susanville Finance Department regarding the assessment and collection of dues.
3. Maintain current assessment list as well as provide welcome packets. The welcome packets have helped educate new businesses as to assessment areas and fees.
4. Complete a study and recommend a re-structure of the assessments in order to evenly and fairly distribute assessments.
5. Complete first phase of the proposed uptown park.
6. Explore and develop an enhanced lighting plan for Pancera Plaza.
7. Continue to work together with the City Planning department to develop an acceptable blanket encroachment permit for planters, sidewalk furniture and possible signage.

2012/2013 Accomplishments:

1. The Safe and Sane Halloween event has continued to grow each year. H.U.S.A. made a formal request to prohibit smoking at this event and the City Council granted that request. The Fall Crafters Festival has also continued to grow. Again, H.U.S.A. was able to fully fund the Magical Country Christmas Event in the amount of \$5,000.00 and sponsor the Main Street Cruise in the amount of \$1,000.00.
2. Continued communication with H.U.S.A. assesses and the City Council via newsletter, email, newspaper and radio for agendas, minutes, events, newsworthy items, special meetings, etc.
3. Developed a separate website for H.U.S.A. to be linked to the Lassen County Chamber's website.
4. Evaluated a re-structure of the current billing matrix.
5. Continued to work together with the City Planning department to develop an acceptable blanket encroachment permit for planters, sidewalk furniture and possible signage.

CONCLUSION:

The central business district of any community projects the image and reflects the health of that community to not only the local citizens but to visitors as well. Our uptown district is the front door to Susanville and it is imperative that it be economically healthy and visually welcoming. The Historic Uptown Susanville Association is working to achieve this end.

HISTORIC UPTOWN SUSANVILLE ASSOCIATION
PROPOSED BUDGET
FOR FISCAL YEAR JULY 1, 2013 – JUNE 30, 2014

INCOME

| | |
|------------------------------|--------------------|
| Assessment Income | \$17,525.00 |
| Event Income | \$ 800.00 |
| Cash Account balance forward | <u>\$16,615.00</u> |
| As of 04/30/2013 | |
| Total Income | \$34,940.00 |

EXPENDITURES

Operating Expense:

| | |
|---------------------------------------|------------------|
| Advertising & Promotional | \$ 1,000.00 |
| Insurance | |
| Directors & Officers Liability Ins. | \$ 1,557.00 |
| General Liability Insurance | \$ 609.00 |
| Internet Expense | \$ 300.00 |
| Office Expense | \$ 100.00 |
| Postage | \$ 300.00 |
| Printing | \$ 300.00 |
| Collection Fees to City of Susanville | \$ 876.00 |
| Bad Debt Expense 20% of assessments | \$ 3,505.00 |
| Maintenance of District | \$ 400.00 |
| Main Street Courtyard | |
| Lease payment | \$ 2,400.00 |
| Property Taxes | <u>\$ 735.00</u> |
| Total Operating Expense | \$12,082.00 |

Discretionary Expense:

Events:

| | |
|--------------------|-----------|
| Safe & Sane Event: | |
| Entertainment | \$ 350.00 |
| Gift Certificates | \$ 200.00 |
| Advertising | \$ 300.00 |
| Clean-up | \$ 50.00 |

| | |
|--------------------------|-----------|
| Fall Crafters' Festival: | |
| Entertainment | \$ 300.00 |
| Equipment Rental | \$ 200.00 |
| Clean up | \$ 50.00 |

| | |
|------------------------------------|-------------|
| Main Street Cruise: | |
| Sponsorship to Chamber of Commerce | \$ 1,000.00 |

| | |
|----------------------------|-------------|
| Magical Country Christmas: | |
| Sponsorship | \$ 5,000.00 |

Special Projects:

| | |
|---|--------------------|
| Main Street Courtyard Project | <u>\$15,408.00</u> |
| Total Discretionary Expense | <u>\$22,858.00</u> |
| Total Operating and Discretionary Expense | \$34,940.00 |

Accrual Basis

Historic Uptown Susanville Association
Profit & Loss
April 2013

| | |
|------------|-------------|
| | Apr 13 |
| Net Income | <u>0.00</u> |

Accrual Basis

Historic Uptown Susannahville Association
Balance Sheet
As of April 30, 2013

Apr 30, '13

ASSETS

Current Assets

Checking/Savings

US Bank

US Bank Money Market

Total Checking/Savings

Total Current Assets

TOTAL ASSETS

LIABILITIES & EQUITY

Equity

Opening Bal Equity

Retained Earnings

Net Income

Total Equity

TOTAL LIABILITIES & EQUITY

1,042.67

15,572.53

16,615.20

16,615.20

16,615.20

8,568.78

4,729.53

3,316.89

16,615.20

16,615.20

Accrual Basis

**Historic Uptown Susansville Association
Trial Balance
As of April 30, 2013**

| | Apr 30, 13 | |
|-------------------------------------|-------------------------|-------------------------|
| | Debit | Credit |
| Cash | 0.00 | |
| US Bank | 1,042.67 | |
| US Bank Money Market | 15,572.53 | |
| Christmas Lights | 0.00 | |
| Opening Bal Equity | | 8,568.78 |
| Retained Earnings | | 4,724.53 |
| Assessment Income | | 11,760.84 |
| Event Income:Booth Rentals | | 830.00 |
| Interest | | 0.91 |
| Advertising | 623.00 | |
| Conferences and Meetings | 90.00 | |
| Dues, Fees, Subs & Pubs | 95.00 | |
| Events:Donations Made | 5,000.00 | |
| Events:Entertainment | 350.00 | |
| Events:Equipment Rental | 225.22 | |
| Events:Supplies | 12.53 | |
| Insurance:Liability | 648.00 | |
| Internet Expense | 1,500.00 | |
| Parking Improvements | 50.00 | |
| Postage | 131.25 | |
| Printing | 214.88 | |
| Special Projects | 232.18 | |
| Special Projects:Licenses & Permits | 103.00 | |
| Interest Income | | 1.07 |
| TOTAL | <u>25,890.26</u> | <u>25,886.13</u> |

Historic Uptown Susanville Association Profit & Loss Prev Year Comparison June 2012 through April 2013

| | Jun '12 - Apr '13 | Jun '11 - Apr '12 | \$ Change | % Change |
|--------------------------------|-------------------|-------------------|-----------|----------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Assessment Income | 11,760.84 | 15,507.02 | -3,746.18 | -24.2% |
| Event Income | 895.00 | 665.00 | 230.00 | 34.6% |
| Booth Rentals | 10.00 | 50.00 | -40.00 | -80.0% |
| Event Income - Other | 905.00 | 715.00 | 190.00 | 26.6% |
| Total Event Income | 905.00 | 715.00 | 190.00 | 100.0% |
| Interest | 0.04 | 0.00 | 0.04 | 100.0% |
| Total Income | 12,665.88 | 16,222.02 | -3,556.14 | -21.9% |
| Expense | | | | |
| Advertising | 623.00 | 2,976.00 | -2,353.00 | -79.1% |
| Conferences and Meetings | 90.00 | 0.00 | 90.00 | 100.0% |
| Dues, Fees, Subs & Pubs | 95.00 | 134.00 | -39.00 | -29.1% |
| Events | | | | |
| Donations Made | 5,000.00 | 6,000.00 | -1,000.00 | -16.7% |
| Entertainment | 350.00 | 1,100.00 | -750.00 | -68.2% |
| Equipment Rental | 225.22 | 134.06 | 91.16 | 68.0% |
| Supplies | 12.53 | 0.00 | 12.53 | 100.0% |
| Events - Other | 0.00 | 125.00 | -125.00 | -100.0% |
| Total Events | 5,587.75 | 7,359.06 | -1,771.31 | -24.1% |
| Insurance | 0.00 | 1,490.00 | -1,490.00 | -100.0% |
| D & O Insurance | 648.00 | 609.00 | 39.00 | 6.4% |
| Liability | | | | |
| Total Insurance | 648.00 | 2,099.00 | -1,451.00 | -69.1% |
| Internet Expense | 1,500.00 | 600.00 | 900.00 | 150.0% |
| Materials | 161.89 | 0.00 | 161.89 | 100.0% |
| Office Expense | 0.00 | 64.62 | -64.62 | -100.0% |
| Parking Improvements | 50.00 | 25.00 | 25.00 | 100.0% |
| Postage | 131.25 | 310.14 | -178.89 | -57.7% |
| Printing | 214.88 | 175.58 | 39.30 | 22.4% |
| Special Projects | | | | |
| Licenses & Permits | 303.00 | 200.00 | 103.00 | 51.5% |
| Special Projects - Other | 232.18 | 1,800.00 | -1,567.82 | -87.1% |
| Total Special Projects | 535.18 | 2,000.00 | -1,464.82 | -73.2% |

Accrual Basis

Historic Uptown Susanville Association Profit & Loss Prev Year Comparison June 2012 through April 2013

| | Jun '12 - Apr '13 | Jun '11 - Apr '12 | \$ Change | % Change |
|-----------------------------|-------------------|-------------------|-----------|----------|
| Taxes | | | | |
| Property Tax-Datama | 290.14 | 0.00 | 290.14 | 100.0% |
| Property Tax-Nobles | 1,125.53 | 78.70 | 1,046.83 | 1,330.2% |
| Total Taxes | 1,415.67 | 78.70 | 1,336.97 | 1,698.8% |
| Total Expense | 11,052.62 | 15,822.10 | -4,769.48 | -30.1% |
| Net Ordinary Income | 1,613.26 | 399.92 | 1,213.34 | 303.4% |
| Other Income/Expense | | | | |
| Other Income | 1.07 | 4.05 | -2.98 | -73.6% |
| Interest Income | 1.07 | 4.05 | -2.98 | -73.6% |
| Total Other Income | 1.07 | 4.05 | -2.98 | -73.6% |
| Net Other Income | | | | |
| Net Income | 1,614.33 | 403.97 | 1,210.36 | 299.6% |

HISTORIC UPTOWN SUSANVILLE ASSOCIATION DIRECTORY

05/15/13

Kathie Garnier – President
P.O. Box 87
Susanville, Ca 96130
*(W) 252-1533 (F) 252-1544
(C) 310-3322
kgarnier@eaglehomemortgage.com

Michelle Zubillaga – Secretary
P.O. Box 1626
Susanville, Ca 96130
*(W) 257-7254 (C) 310-0166
mzubillaga@pregillinsurance.com

Penny Artz – Treasurer
802 Main Street
Susanville, Ca. 96130
*(W) 257-5538 (F) 257-5538
partzdept@hotmail.com

John Shaw
701 Main Street
Susanville, Ca 96130
*(W) 257-2010 (F) 257-8714
Johnshaw.sre@gmail.com

Geoff Pregill
713 Cottage Street
Susanville, Ca 96130
*(W) 257-7254
gpregill@pregillinsurance.com

Lisa Bernard
330 N. Roop Street
Susanville, Ca 96130
*(C) 260-6191 (W) 257-2121
lisakaye@live.com

David Teeter
722 Main Street
Susanville, Ca 96130
*(W) 257-2392 (F) 257-2392
margiesbooknook@citlink.net

Steve Fuller
P.O. Box 1818
Susanville, Ca 96130
*(H) 257-2249 (C) 310-4907
jewelz@windjammercable.net

Ruth Dike
3015 Johnstonville Rd.
Susanville, Ca 96130
*(W) 257-2121 (C) 310-3373
ruth@theradionetwork.com

FOR REFERENCE ONLY

Patti Hagata, Director
Lassen Co. Chamber of Commerce
330 N. Roop Street
Susanville, Ca 96130
*(W) 257-4323 (F) 251-2561
(H) 257-3552
director@lassencountychamber.org

*Primary Contact Information

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**RESOLUTION NO. 06-4103A
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SUSANVILLE PURSUANT TO
STREETS AND HIGHWAYS CODE SECTION 36534
SETTING ASSESSMENTS FOR
HISTORIC UPTOWN SUSANVILLE ASSOCIATION (HUSA)
FOR FISCAL YEAR 2006-2007**

WHEREAS, the City Council of the City of Susanville pursuant to Streets and Highways Code Section 36534 having considered the annual fiscal report of Historic Uptown Susanville Association on May 17, 2006, regarding and considering the matters set forth in Streets and Highways Code Section 36533 and the annual levy of an assessment in Historic Uptown Susanville Association (HUSA); and

WHEREAS, the City Council having approved said report, with an intention to amend the boundaries of the district as shown on Exhibit "A";

WHEREAS, the City Council having duly advertised a hearing on the setting of assessments in the Lassen County Times, a publication circulated within the city; and

WHEREAS, the City Council having held a public hearing on the setting of assessments on June 7, 2006.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council amends the boundaries of the assessment area set forth in *Susanville Municipal Code*, Chapter 5.24, but does not amend the business categories listed therein, or the assessment fee itself; and

2. The City Council hereby sets the assessments for HUSA for the fiscal year 2006-2007, as follows:

| | Benefit Zone A | Benefit Zone B |
|---------------------------------|-----------------------|-----------------------|
| Type 1 - Retail | \$350.00 | \$250.00 |
| Type 2 - Lodging & Restaurants | \$275.00 | \$200.00 |
| Type 3 - Service & Organization | \$225.00 | \$150.00 |
| Type 4 - Professional | \$175.00 | \$100.00 |
| Type 5 - Financial | \$275.00 | \$250.00 |

The annual benefit assessment shall be payable quarterly during each fiscal year, as provided in Section 5.24.080; and

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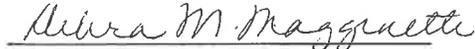
3. The areas of Benefit Zone A and B are as set forth on Exhibit "A" attached hereto and incorporated herein by reference; Zone A is the same as the area previously established in the *Susanville Municipal Code*, Chapter 5.24, and Zone B is shown on Exhibit A, as amended to the area shown in Chapter 5.24.

Dated: June 27, 2006

APPROVED:


Rodney E. De Boer, Mayor

ATTEST:


Debra M. Magginetti, City Clerk

The foregoing Resolution No. 06-4103A was adopted at a regular meeting of the City Council of the City of Susanville, held on the 27 day of June 2006, by the following vote:

| | |
|-------------|----------------------------|
| AYES: | Sayers, Fahlen and De Boer |
| NOES: | None |
| ABSENT: | Callegari and Joy |
| ABSTAINING: | None |


Debra M. Magginetti, City Clerk

Approved as to Form:

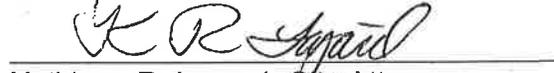
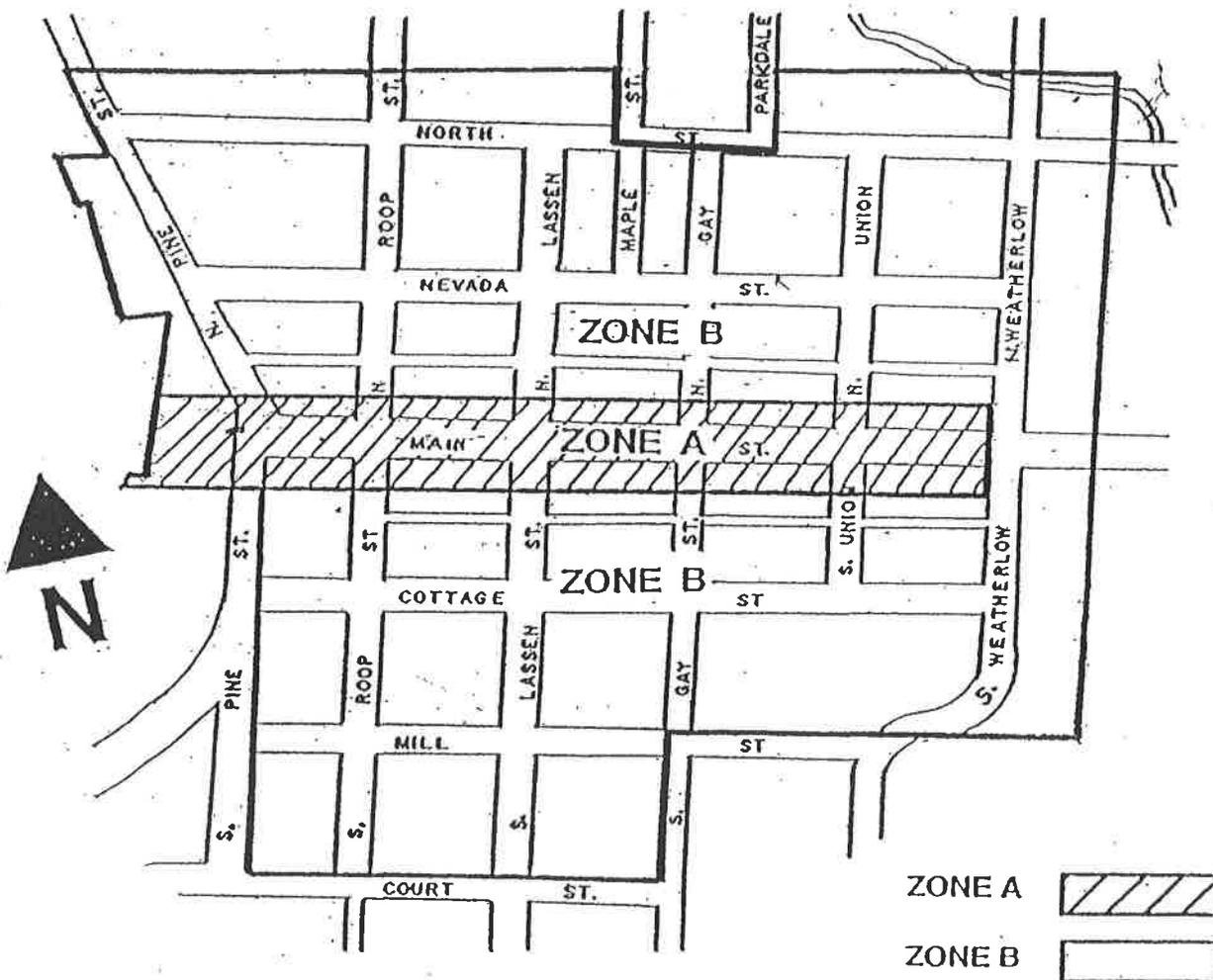

Kathleen R. Lazard, City Attorney

EXHIBIT "A"

HISTORIC UPTOWN SUSANVILLE
BUSINESS IMPROVEMENT DISTRICT



DISTRICT BOUNDARY MAP

Amended May 2006

Reviewed by: ~~City Administrator~~
 City Attorney

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

Submitted by: Jared G. Hancock, City Administrator

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Adoption of the Mitigated Negative Declaration for the Sierra Community Park project

PRESENTED BY: Craig Sanders, City Planner

SUMMARY: In January of 2013, The City Council authorized City staff to proceed with the preparation of an environmental document under the California Environmental Quality Act and approved a contract with Hauge Brueck Associates (HBA) LLC for that work. HBA has now completed the document including a public review period and the document is ready for adoption by the Council.

By adopting the document as the analysis of the potential environmental impacts of the Sierra Community Park project, the Council is not committing the City to constructing the project. It does however constitute a step that is necessary for the project to proceed.

The final environmental document identifies the following potentially significant environmental impacts along with mitigation measure which will lessen the impact to a level that is less than significant:

1. Potential impacts to habitat of the Carson Wandering Skipper, a protected butterfly species. Mitigation can be through avoidance of the habitat by re-designing the project or by preparing a separate habitat conservation plan and obtaining incidental take permits from the U.S. Fish and Wildlife Service.
2. Potential impacts to special status plan species that may occur within certain areas of the project. Mitigation can be through avoidance of the area which also happens to generally be the same area that is habitat for the Carson Wandering Skipper.
3. The roadside ditch along Sierra Road has a hydrologic connection to the Susan River making the ditch a jurisdictional riparian wetlands feature. Loss of any amount of his habitat is potentially significant. The park design proposes one new vehicle crossing of this ditch which would result in the loss of a small amount of habitat if work in the ditch, such as the placement of a culvert, is done to make the crossing. This loss of habitat could be mitigated by obtaining appropriate streambed alteration permits from the California Department of Fish and Wildlife Alternately, a bridge structure could be constructed over the ditch with all work taking place outside of the top of bank and the loss of habitat would be avoided.
4. The site has a wetlands area located along the eastern property line. This wetland area

has not had a formal delineation which would be required before any mitigation for loss of wetlands could occur through a 404/401 process through the U.S. Army Corp of Engineers. Loss of wetlands will require compensatory mitigation such as wetland creation and/or enhancement, the purchase of mitigation credits through a local mitigation bank, or payment of an in-lieu fee, and must be approved by federal and state agencies (US Army Corps of Engineers and State Water Quality Control Board Lahontan Region). Avoidance of this area is the other option and is highly recommended, particularly since this will also address avoidance of the butterfly habitat and potential protected plant species.

5. Trees on the project site could potentially be used as nesting habitat for raptors and other migratory birds. Mitigation includes pre-construction bird/nesting surveys and monitoring during construction with the biologist having the authority to stop construction if there will be any impact to an active nesting site.

6. The soils on-site are marginally suited for a septic tank and leachfield system. Failure of a septic system has potential impacts to groundwater and potential human health hazards. Mitigation includes the installation of a best available technology septic system and regular maintenance and monitoring of the system. Alternately, the park bathrooms can be connected to public sewer located in Sierra Street.

7. Potential impacts on fire safety. The Susanville General Plan Safety Action Program 34, which states all new buildings must be within 300 feet of a fire hydrant. Depending on the type of building construction used for the bathroom facilities, a hydrant may have to be located on the site within 300 feet of all new structures. Installation of a hydrant will mitigate this potential impact.

With the adoption of the attached resolution the Council will be finding that the document:

- Has been completed in compliance with CEQA;
- Was presented to the City Council, the decision-making body;
- Was reviewed and considered, including the information in the Final IS/MND and written comments; and
- Reflects the lead agency's independent judgment and analysis.

The Council will also find that the City of Susanville has eliminated or substantially lessened significant effects on the environment as shown in the findings provided in the document. The City of Susanville has determined there are no remaining significant effects on the environment found to be unavoidable.

Once the City Passes the Resolution a Notice of Determination will be filed in the County Clerk's office as well and the State office of Planning and Research. Filing of the Notice of determination requires the payment of California Department of Fish and Wildlife fees in the amount of \$2,156.25 plus a \$50 county clerk recording fee. CDFW imposes and collects this filing fee to defray the costs of managing and protecting California's fish and wildlife resources, including, but not limited to, consulting with other public agencies, reviewing environmental documents, recommending mitigation measures, and developing monitoring programs.

Due to the presence of environmentally constrained land within the project boundary the proposed design of the park would be extremely difficult to complete given the number of State and Federal regulatory hurdles to get through. Fortunately there is room on the site to allow for a re-design of the improvements which would allow for avoidance of the constrained area.

With respect to the actual construction of the park, the City Council has expressed concerns over project costs that cannot be covered under the grant. These costs include annual maintenance and off-site improvements. Annual maintenance has been estimated at \$40,000. Even though no additional road improvements are required to mitigate CEQA impacts, Sierra Road requires some work in addition to the proposed turn pockets and minor road widening. City Public Works staff has provided cost estimates for three scenarios regarding improvements to Sierra Road:

Option 1: Re-surfacing Sierra road from Modoc to the beginning of the County maintained section: \$99,500.

Option 2: Construct a full road section with curb, gutter and sidewalk on the park side of Sierra Road from Alexander Road to the far end of the park: \$730,000.

Option 3: Construct full road section with curb, gutter and sidewalk on both sides of Sierra Road to the far end of the park: \$1,110,000.

If the Council decides to move forward with the Sierra Community Park project it would be appropriate to direct staff to have a revised park layout prepared and the off-site costs further refined including how those costs will be covered.

FISCAL IMPACT: \$2,206.25 in Notice of Determination and recording fees to be reimbursed through the grant.

ACTION REQUESTED: Adopt Resolution 13-4956 adopting a Negative Declaration with Mitigation Measures for the Sierra Community Park Project.

ATTACHMENTS: "A" - Resolution 13-4956
"B" - Site plan showing wetlands

RESOLUTION NO 13-4956
A RESOLUTION OF THE SUSANVILLE CITY COUNCIL ADOPTING A
MITIGATED NEGATIVE DECLARATION FOR THE SIERRA COMMUNITY
PARK PROJECT

WHEREAS, the City of Susanville is contemplating the construction of a community park off of Sierra Road on a 17.6 acre city-owned parcel that is currently zoned PF, Public Facilities; and

WHEREAS, the City retained Hauge Brueck Associates, LLC to conduct the necessary site analyses and prepare the environmental documents required by the California Environmental Quality Act; and

WHEREAS, the environmental documents have been completed and a Mitigated Negative Declaration is proposed to be adopted for the Sierra Community Park Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville makes the CEQA findings contained in the attached exhibit "A" and adopts a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the Sierra Community Park project, attached as exhibit "B".

APPROVED: _____
Rod E. De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 13-4956 was adopted at a regular meeting of the City Council of the City of Susanville held on the 5th day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

EXHIBIT "A"
CITY COUNCIL RESOLUTION 13-4956

CEQA FINDINGS OF FACT
OF THE
CITY COUNCIL OF THE CITY OF SUSANVILLE
FOR THE
SIERRA COMMUNITY PARK

Adopted June 5, 2013

1.0 INTRODUCTION AND BACKGROUND

These Findings have been prepared in accordance with the California Environmental Quality Act (“CEQA”) and the CEQA Guidelines (14 California Code Regulation [CCR] Section [Sec.] 15074 et seq.). The City of Susanville is the lead agency for the environmental review of the Project and has the principal responsibility for its approval. The Project covered by these findings and relevant CEQA documents is the Sierra Community Park. The IS/MND was prepared and presented to the City of Susanville, and the City of Susanville has reviewed and considered the information contained in the IS/MND and all comments and responses to comments received during the public review process prior to approving the Project. The City hereby finds that the IS/MND reflects the independent judgment and analysis of the Project and adopts the IS/MND.

1.1 THE PROJECT

The Sierra Community Park Project (Project) has been evaluated in the Initial Study/Mitigated Negative Declaration (IS/MND). A description of the Project is provided in Chapter 2 of the IS/MND. An analysis of potential environmental impacts of the Project and alternatives is provided in IS/MND Chapter 3. Amendments to the impact discussion and analysis are provided in the Final IS/MND. As discussed in the IS/MND, significant impacts from implementation of the Project can be reduced to a less than significant level with implementation of mitigation measures.

The City of Susanville is proposing to construct, operate and maintain a community park. The Project will be located on approximately 17.6 acres of City-owned property located at 925 Sierra Road (APN 107-250-06). The Sierra Community Park Complex will include a community garden, arboretum and orchard, sports fields, basketball court, volleyball court, picnic area, amphitheater, trails, children’s playgrounds, open meadow, restrooms, and parking.

1.2 CEQA REQUIREMENTS

Pursuant to CEQA, discretionary decisions by public agencies regarding public projects are subject to environmental review. The purpose of an IS/MND is to identify significant environmental effects of a project, and to indicate the manner in which those significant effects can be mitigated or avoided (Sec. 21002.1(a)). When feasible, public agencies are required to mitigate or avoid the significant environmental impacts of projects they approve.

The City of Susanville prepared the IS/MND as the lead agency for the Project site pursuant to CEQA and CEQA Guidelines (California Administrative Code Sec. 1500 *et seq.*). Environmental effects that must be addressed include the significant adverse effects of the project, growth-inducing effects of the project, and significant cumulative effects of past, present, and reasonably anticipated future projects. The Final IS/MND for the Project was published on May 2, 2013. The City Council has found that the Final IS/MND:

- Has been completed in compliance with CEQA;
- Was presented to the City Council, the decision-making body;
- Was reviewed and considered, including the information in the Final IS/MND and written comments; and
- Reflects the lead agency’s independent judgment and analysis.

The City of Susanville has eliminated or substantially lessened significant effects on the environment as shown in the findings provided in this document. The City of Susanville has determined there are no remaining significant effects on the environment found to be unavoidable.

The City of Susanville finds that the IS/MND has been prepared in accordance with CEQA, and that the IS/MND meets the requirements of an IS/MND.

Other agencies have discretionary authority to approve the Project or portions of the Project and will rely on the City of Susanville to produce an IS/MND adequate for their needs. These agencies must use the IS/MND as the basis for their permit approvals. The City of Susanville must confer with other interested public agencies that do not have approval authority over the Project, but which have specific expertise with regard to the Project or have responsibility for resources affected by the Project.

The following agencies may be Responsible Agencies under CEQA and may need to issue approvals for the Project that will rely upon the IS/MND.

- U.S. Army Corps of Engineers (Corps) (Trustee Agency) – Fill or excavation in jurisdictional wetlands or waters of the U.S. require a Sec. 404 permit under the Clean Water Act from the Corps.
- U.S. Fish and Wildlife Service (USFWS) (Trustee Agency) – The Project site includes suitable habitat for the Carson wandering skipper, federally listed as Endangered under the Endangered Species Act (ESA). Other federally listed threatened, endangered, or candidate species may also be present in the Project area. Project actions that result in incidental take of federally-listed species require consultation and permitting with the USFWS under Sec. 7 or 10 of the Endangered Species Act.
- California Department of Fish and Wildlife (CDFW) (Trustee Agency) – Project-related impacts to riparian vegetation, such as trails, bridges, and restoration, may require a Lake or Stream Bed Alteration Agreement with the CDFW under Sec. 1602 of State Fish and Game Code.
- Lahontan Regional Water Quality Control Board (Lahontan) (Responsible Agency) – A Certification or Waiver under Sec. 401 of the Clean Water Act is required from Lahontan for activities that affect wetland habitat subject to the jurisdiction of the Corps and other wetlands in the jurisdiction of Lahontan. The Project is covered under the State Water Resources Control Board's General Permit for Construction.
- Lassen County (Responsible Agency) – The Project includes roadway improvements at the ingress/egress points to the park along Sierra Road. The County would have ministerial approval over the improvements where encroachment onto the roadway occurs.

Record Of Proceedings

Various documents and other materials constitute the record of proceedings upon which the City Council bases its findings and decisions contained herein. The record of proceedings is located at the City of Susanville City Offices, 66 North Lassen, Susanville, CA 96130 (530) 257-1000. Electronic copies of the record of proceedings are available online at www.cityofsusanville.org. The custodian for the record of proceedings is the City of Susanville Community Development Division. This information is provided in compliance with California Public Resources Code (PRC) Sec. 21081.6(a)(2). For purposes of CEQA and these findings, the record before the City includes, without limitation, the following:

- A. The Initial Study;
- B. The Draft IS/MND EIR and appendices;
- C. The Final IS/MND and appendices;

- D. Notices required by CEQA, staff reports, and presentation materials related to the Project;
- E. Studies conducted for the Project and contained in, or referenced by, staff reports, the Draft IS/MND, or the Final IS/MND;
- F. Public reports and documents related to the Project;
- G. Documentary and oral evidence received and reviewed at public hearings and workshops and transcripts and minutes of those hearings related to the Project that were forwarded to the City Council.
- H. Additional items not included above, if required by law.

2.0 CEQA FINDINGS

The following Findings are hereby adopted by the City of Susanville pursuant to Title 14, California Code of Regulations, Section 15074, in conjunction with the approval of the Project, which is set forth in Section III, below. To the extent the Findings presented here summarize the IS/MND, the summary is not intended to change any aspect of the complete text of the analysis and mitigation measures discussed in the IS/MND.

As more fully described in Chapter 2 of the IS/MND, the City is proposing to construct, operate and maintain a community park. The Project will be located on approximately 17.6 acres of City-owned property located at 925 Sierra Road (APN 107-250-06). The Sierra Community Park Complex will include a community garden, arboretum and orchard, sports fields, basketball court, volleyball court, picnic area, amphitheater, trails, children's playgrounds, open meadow, restrooms, and parking.

2.1 Environmental Review Process

The IS/MND was prepared for the Project in accordance with CEQA. The IS/MND analyzes the potential Project impacts in the following topic areas: 1) aesthetics; 2) agricultural and forestry resources; 3) air quality; 4) biological resources; 5) cultural resources; 6) geology and soils; 7) greenhouse gas emissions; 8) hazards and hazardous materials; 9) hydrology and water quality; 10) land use and planning; 11) mineral resources; 12) noise; 13) population and housing; 14) public services; 15) recreation; 16) transportation and traffic; and 17) utilities and service systems.

Public comments have helped to shape this project through its development process. This included preliminary design workshops in 2011 in anticipation of the grant application, ongoing outreach through the design process, the circulation of a preliminary Initial Study circulated from January 31, 2013 through February 8, 2013 and a City Council public study session in February 2013. This project reflects public comments received during the public input periods and are part of the project record. The Circulation of the Initial Study report summarizing the open house in February 2013 is attached to the IS/MND as Appendix A.

The Draft IS/MND was submitted to the Office of Planning and Research's State Clearinghouse and circulated for a 30-day public review period beginning on March 18, 2013 and ending on April 16, 2013 (SCH# 2013012082). The comment period was further extended an additional 30 days between May 3, 2013 and June 3, 2013 due to an error in which the Draft IS/MND was not accessible on the City's website (www.cityofsusanville.org). During the comment periods, the document was reviewed by various state and local agencies, as well as by interested individuals and organizations. Two comment letters were received during the public review period, including one "no comment" letter from CALFIRE and one letter from Lahontan.

The City released the Final IS/MND on May 2, 2013, for review. The City has reviewed the comment letters received during the public review period and the responses to comments received are included in the Final IS/MND, which is incorporated herein by reference. The City concludes that no new significant environmental concerns regarding the Project were raised in the comments and that no new significant information has been added to the IS/MND that would require recirculation under Section 15088.5 of the CEQA Guidelines. The City Council considered the adequacy of the IS/MND prior to considering approval of the project on June 5, 2013.

Environmental issue areas for which mitigation measures are proposed include: Biological Resources, Geology and Soils, Public Services, Recreation, and Utilities and Service Systems. The potentially significant environmental impacts that may result from the proposed Project that were identified by the IS/MND, along with the proposed mitigation measures, are summarized below.

2.2 Significant Impacts Mitigated to Less-Than-Significant Levels

1. Biological Resources (See IS/MND pages 52 through 57)

Due to a current lack of site- specific information about the plant species present onsite, there is potential for the Carson wandering skipper species to occur within Project site. If individuals are observed or if the habitat is suitable for CWS, the City will be required to comply with Mitigation Measure BIO-1 (Carson Wandering Skipper Incidental Take Permit) to ensure that the project will have a less than significant impact on Carson wandering skipper. In the event special-status plant species are detected within the site and will be negatively impacted the implementation of the Project, Mitigation Measure BIO-2 (Special Status Plant Species Protection) will be implemented to reduce the impact to less than significant.

Due to the fact that riparian vegetation, which is subject to regulation by CDFW, is present within the Project site and will be negatively impacted (removed) as a result of construction of the southern entrance to the park, the implementation of the Mitigation Measure BIO-3 (Section 1602 Lake or Streambed Alteration Agreement) is required to reduce the impact to less than significant.

There is also potential for wetlands and waters of the U.S. on the Project site. If wetlands and waters regulated by CWA Section 404/401 are present and cannot be avoided by Project construction, this would be a potentially significant impact. However, with implementation of BIO-4 (Mitigation for Impacts to Section 404/401 Wetlands and Waters), the impact would be mitigated to a less than significant level.

Construction activities associated with the Project may result in direct removal of active nests for migratory birds and/or raptors and may result in disturbance or abandonment of nesting, roosting, or breeding sites in adjacent habitat. In addition wildlife nursery sites may be present within the project area and may be disturbed due to construction activities. Implementation of mitigation measure BIO-5 (Active Raptor and Migratory Bird Nest Site and Wildlife Nursery Site Protection Program) requires identification of native wildlife nurseries and provides for protection to the identified sites. The level of impact to native wildlife nurseries is less than significant after mitigation.

2. Geology and Soils (See IS/MND page 70)

The Proposed onsite septic system requires careful engineering and installation due to soil limitations on the Project site. Implementation of Mitigation Measure GEO-1 (Septic System Design and Installation)

would reduce this impact to a less than significant level by ensuring adequate septic design and installation, as well as inspection, monitoring, and maintenance.

3. Public Services (See IS/MND page 98)

If the City installs a pre-cast concrete restroom structure, similar to those used in campgrounds, the Susanville Fire Department has determined that a new fire hydrant is not required; however the installation and use of a non-pre-cast concrete restroom/concessions structure would require the installation of a new fire hydrant. Implementation of Mitigation Measure PS-1 (Consultation with the Fire Department and Installation of a New Fire Hydrant) would result in the installation of a new fire hydrant and would reduce this impact to a less than significant level.

4. Recreation (See IS/MND page 101)

Although the Project provides the community with new recreation opportunities and amenities, the CEQA Checklist identifies the construction of new recreation facilities as a potential impact. Therefore, the impacts and mitigation measures associated with other environmental areas, such as biological resources, geology, and public services, are found to be significant for the new recreation facility. Each of the mitigation measures proposed for the Project (BIO-1, 2, 3, 4, and 5, GEO-1, and PS-1) are associated with mitigating this impact to a less than significant level, and no new or unique mitigation is warranted outside those already listed in the IS/MND.

5. Utilities and Service Systems (See IS/MND page 108)

As discussed for Geology and Soils impacts, careful engineering, maintenance and monitoring (Mitigation Measure GEO-1) are necessary to reduce impacts associated with wastewater treatment requirements. Implementation of Mitigation Measure GEO-1 (Septic System Design and Installation) would reduce this impact to a less than significant level.

2.3 Less than Significant and No Impacts

The IS/MND found that impacts to Aesthetics, Air Quality, Cultural Resources, Greenhouse Gas Emissions, Hazards and Hazardous Materials, Hydrology and Water Quality, Land Use and Planning, Noise, Population and Housing, and Transportation and Traffic will be less than significant and no mitigation was required. Likewise, no mitigation was required for those impacts determined to be less than significant within the Biological Resources, Geology and Soils, Public Services, Recreation, and Utilities and Service Systems analyses.

The IS/MND found that there would be no impacts to Agricultural and Forestry Resources and Mineral Resources. No impacts and no mitigation measures are required.

2.4 Changes To The Draft IS/MND

In the course of responding to comments received during the public review and comment period on the Draft IS/MND, certain portions of the Draft IS/MND have been modified and some new information has been added. The changes made to the Draft IS/MND do not result in the existence of:

1. A substantial increase in the severity of an environmental impact that is not reduced to a level less than significant by adopted Mitigation Measures;
2. A feasible Mitigation Measure not adopted that is considerably different from others analyzed in the Draft IS/MD that would clearly lessen the significant environmental impacts of the

Project; or

3. Information that indicates that the public was deprived of a meaningful opportunity to review and comment on the Draft IS/MND.

The City of Susanville finds that the amplifications and clarifications made to the Draft IS/MND do not collectively or individually constitute significant new information within the meaning of PRC §21092.1 and CEQA Guidelines §15088.5.

2.5 Findings Regarding Mitigation Measures and Mitigation Monitoring and Reporting Program

A Mitigation Monitoring and Reporting Program (MMRP) has been prepared for the Project, and is being approved by the City Council by the Resolution adopting these findings (see PRC Sec. 21081.6, subdivision (a)(1); CEQA Guidelines Sec. 15097). The MMRP is located in Appendix H of the Final IS/MND. The City will use the MMRP to track compliance with Project mitigation measures. The MMRP will remain available for public review at the City Community Development Department, and via the internet on the City's website (<http://www.cityofsusanville.net/departments/administration/community-development/planning/>) during the compliance period. The City of Susanville finds that the Mitigation Measures incorporated into and imposed upon the Project are feasible and fully capable of implementation.

As required in PRC §21081.6 the City of Susanville adopts a Mitigation Monitoring and Reporting Program (MMRP) regarding changes in the Project or Mitigation Measures imposed to mitigate or avoid significant effects on the environment. The MMRP, in the form presented to the City of Susanville as Appendix H of the Final IS/MND, is adopted because it effectively fulfills the CEQA mitigation monitoring and reporting requirement.

2.6 Additional Findings

1. These Findings incorporate by reference in their entirety the text of the Final IS/MND. Without limitation, this incorporation is intended to elaborate on the scope and nature of Project and cumulative development impacts, related mitigation measures, and the basis for determining the significance of such impacts.
2. Various documents and other materials constitute the record of proceedings upon which the City bases its findings and decisions contained herein. These documents are located at the City of Susanville City Offices, 66 North Lassen, Susanville, CA 96130 (530) 257-1000.

2.7 Evidentiary Basis For Findings

These findings are based upon substantial evidence in the entire record before the City of Susanville as described in Section 1.0. The references to the Draft IS/MND and to the Final IS/MND set forth in the findings are for ease of reference and are not to provide an exhaustive list of the evidence relied upon for these findings.

2.8 Summary

Based on the foregoing Findings and the information contained in the record, the City finds with respect to the Project:

1. Changes or alternations have been incorporated in the Project and required as a condition of approval that will mitigate to a less than significant level or avoid the potentially significant environmental effects of the Project as identified in the Final IS/MND.

2. There is no substantial evidence in the record that the Project may have a potentially significant effect on the environment.
3. The Final IS/MND reflects the City's independent judgment and analysis.

3.0 APPROVALS

The City of Susanville hereby takes the following actions:

- A. Adopt the Final IS/MND for the Project as described in Section I, above.
- B. Approve and incorporate into the Project all Project elements and all mitigation measures identified in the Final IS/MND.
- C. Adopt the Mitigation Monitoring and Reporting Program accompanying the Final IS/MND (Attachment H) and discussed in the Findings, Section II, above.

EXHIBIT "B"
CITY COUNCIL RESOLUTION 13-4956



AMENITIES

- CHAMPIONSHIP FIELD 225 X 360
- SOCCER FIELD 175 X 330
- PICNIC AREAS
- TRIPLE SEATING
- DUAL PICNIC TABLES
- HANDICAP ACCESSIBLE
- NETS
- SOFTBALL AND BASKETBALL
- THEATER
- TURF SEATING
- LOCAL ARTISTS BACKDROP CANVAS
- ROOMS / CONCESSIONS

Habitat Types (GIS) over Site Plan (Graphic)

- Barren (1.06 ac)
- Grassland (15.32 ac)
- Potential Alkaline Seasonal Wetland (0.44 ac)
- Fresh Emergent Wetland Ditch (0.28)
- Fresh Emergent Wetland Ditch, Off-Site (0.81 ac)
- Lassen County APN 107-250-06 (17.10 ac)



The graphic site plan was georeferenced to the Habitat GIS layer using Lassen Parcels and the underlying aerial photo as references. To portray a more accurate relationship between habitat and site plan, the CAD data used to create the site plan should be obtained and integrated properly with the GIS data.

HAUG BRUECK ASSOCIATES
Map Date: 11/15/2012

Reviewed by: ~~JA~~ City Administrator
PM City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Amend Chapter 12.36 "Trees" of the Susanville Municipal Code and adopt a revised "Approved Street Tree List"

PRESENTED BY: Craig Sanders, City Planner

SUMMARY: Through the administration of Chapter 12.36 of the Susanville Municipal Code pertaining to the planting, maintenance, and removal of street trees, it has become evident to public works staff that the current Code contains outdated and somewhat cumbersome administrative procedures. The current list of approved street tree species is also very limited and contains no direction as to which species to plant given certain site-specific characteristics encountered in different areas throughout the City.

Staff is proposing amendments to Chapter 12.36 which will streamline the process for administering the City's street tree resource. The primary amendments to the Code include:

1. Elimination of the Tree Commission. This Commission has not been appointed or been active during the past 5 years. Administrative decisions made by the City Administrator may still be appealed to the Planning Commission and ultimately to the City Council.
2. Includes additional direction regarding trimming of trees by public utility agencies.

Along with the ordinance is a proposed resolution adopting and amended list of approved street tree species. The proposed list is far more comprehensive than the City's current list and provides superior guidance for planting species under utility lines to reduce future trimming costs, specific species for use in narrow planning strips, and provided specific species for use in the older city core. All proposed tree species are suitable for planning in Susanville's physical environment.

FISCAL IMPACT: None.

ACTION REQUESTED: Waive first reading and introduce Ordinance 13-0991 amending Chapter 12.36 of the Susanville Municipal Code

Motion to approve Resolution 13-4958 updating the City's approved street tree species list.

ATTACHMENTS: "A" – Ordinance 13-0991
"B" – Resolution 13-4958

RESOLUTION NO 13-4958
A RESOLUTION OF THE SUSANVILLE CITY COUNCIL ADOPTING
APPROVED STREET TREE SPECIES FOR PLANTING

WHEREAS, the City of Susanville recognizes that the benefits of planting trees in the urban environment include reducing air pollution, reducing carbon dioxide levels in the atmosphere, reducing topsoil erosion, reducing fossil fuel use by cooling the environment, and provide an aesthetically pleasing landscape for city residents and visitors; and

WHEREAS, the City's municipal code requires the planting of street trees for all new development and requires the City to maintain a list of approved street trees to guide project applicants when designing their landscape improvements; and

WHEREAS, a more complete list of street trees is required to accommodate different conditions that exist within the City including but not limited to planting under power lines, and in narrow planer strips.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville adopts the "Approved Street Tree Species List" attached as exhibit "A" for use within the City of Susanville.

APPROVED: _____
Rod E. De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 13-4958 was adopted at a regular meeting of the City Council of the City of Susanville held on the 5th day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

EXHIBIT "A"

Resolution 13-4958

City Of Susanville

Approved Street Tree Species List

(Revised- 2013)

The selection of appropriate street trees is very important for the establishment and long term health or urban forest. The primary factors considered in the development of the following Approved Street Trees List include : drought tolerance, insect and disease resistance, available space above and below ground, size at maturity, cold hardiness, branching habit, and liability issues (thorns, heavy fruit, poisonous, tendency for roots to damage hardscape, etc.). This document contains a list of tree species that are **approved** for use as street trees, as well as a list of tree species that are specifically **not allowed** for use as street trees within the City of Susanville. Additionally, there is a section listing trees that are "columnar" in form typically used in narrow locations or in confined tree pits that have minimal setbacks from streets or buildings. It is the intent of the City of Susanville that this information be used by homeowners, planners, developers, landscape architects, landscape contractors, and others who share a common interest in trees.

Several guidelines have also been developed in conjunction with Susanville Municipal Code 12.36.050 to maximize the success of future tree plantings and minimize maintenance costs. It is important to **Plant the right tree in the right place.**

SMC 12.36.100 Requires a Tree Work Permit be obtained prior to planting, removing, pruning, cutting of or damaging any roots, or treating any tree with pesticides for any tree on City of Susanville property. This includes public planting strips and areas within public street rights-of-way. Public planting strips, sometimes called "Parkways", are the areas between the curb and sidewalk. These areas are within the public rights-of-way and vary in width. The public rights-of-way may also extend a given distance at the back of sidewalk or behind a curb in the absence of a planting strip. The permit must be obtained before any work is done on City of Susanville property. Tree permits may be obtained at no cost from the City of Susanville. Any person desiring to obtain a tree planting, pruning or removal permit must hold a current International Society of Arboriculture Arborist or C-61/D-49 license and a City of Susanville Business License. For those desiring to obtain a tree planting permit only, a current business license or Certified Landscape Technician is acceptable. The City of Susanville can also assist in determining property ownership. **Please call (530-257-1041) for permits or assistance.**

Species diversity is to be encouraged. The use of only one or two species on a street or on the same block greatly increases the likelihood of epidemic disease and/or insect infestations.

The demise of the American elm is the best documented example of what can happen with the wide spread use of only one species. Landscape architectural principles often suggest the use of one species to promote harmony, and as thematic element, but the risk associated with this practice is a concern to the City of Susanville. As a guideline, no single species used as a street tree should exceed thirty-five (35) percent of the population in a row, on the same block, or on the same side of a street. No species should comprise more than ten (10) percent of the total forest inventory. No more than five (5) individual trees of the same species should be planted in a row. However, certain situations may exist that are not compatible with this guideline.

Watering requirements are the single most important factor leading to the success or failure of trees in our extremely arid climate! This is true for both newly planted as well as established trees. Newly planted trees require more frequent watering than established or mature trees. For newly planted trees, a circular mound of soil 4-6" high around the edge of the planting area should be built. This will force water into the root ball. The bermed area should be slowly filled with water and allowed to soak in, then re-filled again. This should be done 2-3 times a week throughout the summer. In the early spring and late fall, watering 1-2 times per week should be sufficient. Times between watering should be allowed to let the soil drain and dry-out. A screwdriver can be used to check soil moisture. Adjust water frequency as necessary. Even with a sprinkler or drip system, new trees need extra water. After two (2) years, roots should be established, regular watering is still required. For established and mature trees, water must reach the entire root zone. This is the area just beyond the trunk to at least the drip-line, (branch spread), and beyond. Avoid frequent light watering which promotes the development of shallow root systems which are susceptible to summer heat stress and winter injury. If using a drip system only, make sure you add more lines and emitters as the tree matures. Check emitters regularly to make sure they do not become clogged. If you have trees in turf and a sprinkler system, make sure there is adequate coverage. Check for leaks and proper overlap coverage of sprinkler heads. Be sure to provide extra watering with a soaker hose or manual sprinkler attached to a hose during mid-summer. Do this every 10-14 days.

Tree Stakes- If tree stakes were installed when the tree was planted, they should be removed along with all hardware after 1-2 years, depending on how soon the tree becomes established, how much wind there is, and soil conditions. Leaving tree stakes on too long can girdle and kill trees!

Evergreen Trees are not allowed as street trees in planting strips due to shading in winter which inhibits melting of snow/ice from walks and streets and low branches which create safety problems from lack of visibility, and interference with pedestrians, vehicles, and traffic control devices. The City of

Susanville recognizes that certain small, columnar or other evergreen trees may be utilized in special circumstances with the approval of the City of Susanville.

Minimum grow space requirements need to be followed. Five feet (5') is the minimum planting strip width suitable for planting trees. Shrubs may be used in those situations where only five feet or less is available for planting. Problems occur with tree roots lifting sidewalks, cracking pavement/concrete, displacing curbs and gutters, heat stress, and mechanical injury to roots. The use of root barriers is considered a short term solution and is not generally acceptable.

Mature tree size should match the available space. For the purposes outlined here, planting strips/parkways have been divided into the following size categories with corresponding tree/shrub sizes:

| <u>Parkway size</u> | <u>Acceptable plants</u> |
|------------------------------|--|
| Less than four feet wide | Shrubs only, no trees |
| Four feet to seven feet wide | Class1 (small trees only) |
| Seven to ten feet wide | Class1 or 2 (small and/or medium trees) |
| Greater than ten feet wide | Class 2 or 3 (medium and/or large trees) |

Generally the largest tree size category that will fit the space should be used to provide maximum shade, environmental benefits, and tree longevity. **Minimum space between trees** is determined by the City of Susanville depending on the tree species selected. Generally, **small trees can be spaced 15' feet apart; medium trees 25' feet; and large trees 35' feet apart.** If there are special situations such as overhead utility lines, existing walks/driveways, structures, or other utilities, then smaller size categories or columnar tree varieties may be used.

SPECIES NOT APPROVED FOR STREETS OR PARKWAYS

- Box elder – box elder bugs and seeds are a nuisance.....Acer negundo
- Silver maple – weak/brittle wood.....Acer saccharinum
- Russian Olive – thorns and invasive species.....Elaeagnus angustifolia
- Walnut – fruit and insects.....Juglans spp.
- Goldenchain tree – poisonous.....Laburnum anagyroides
- Aspen – not adaptable, shallow roots, diseases.....Populus tremuloides
- Cottonwood – weak/brittle wood, invasive roots, diseases.....Populus spp.
- Black Locust/Purple Robe Locust – limb failure high, borers.....Robinia spp.
- Willow – weak/brittle wood, invasive roots.....Salix spp.
- Tamarisk (Salt Cedar) – invasive/noxious weed listing.....Tamarix spp.
- Elm – Elm leaf beetle infestation, heavy.....Ulmus spp.

All fruit trees such as apples, pears, peaches, plums, and cherries are not permitted.

The above Street Tree Species List and Guidelines were officially approved by the City of Susanville on June 5, 2013.

APPROVED STREET TREE SPECIES

Tree species from the following list are approved by the City of Susanville for planting in the City of Susanville on parkways and other street locations. They are grouped by size class as determined by trunk diameter, height, and crown spread at maturity. The list below is in alphabetical order by scientific name; common names are also shown on the left. Other tree species not found on the approved list **may** be allowed for planting upon approval from the City of Susanville. For additional tree selections that may be appropriate for use on one’s own property, please visit the **Water Efficient Landscape Guide** located on the Truckee Meadows Water Authority web site for valuable information: http://www.tmwlandscapeguide.com/landscape_guide/interactive/index.php

Trees are labeled first with their Scientific or Botanical Names, which can be used to locate additional information in references such as the Sunset Western Golden Book, or plant catalogues. Common name follow. Descriptions have been provided from tree grower catalogues. Size and height information is typically for older, mature trees. One can expect up to 20 % less size and height in the City of Susanville due to the dry climate and short growing season.

Class 1. Small Trees: Small trunk diameter, (25 feet or less in height), good for planting beneath power lines.

These small-scale trees are recommended for planters 4 feet or less in width, for areas where space is constrained, or where overhead conditions exist and the planting of full-size canopy trees would not be appropriate. Choose smaller species for under utility lines.

| Botanical Name | Common Name | Height (feet) | Spread (feet) | Shape | Sunlight |
|--|----------------------------------|---------------|---------------|------------------|-----------|
| <i>Acer campestre</i> | Hedge Maple | 30 - 35 | 30 - 35 | Round | FS/PSh |
| <i>Acer ginnala</i> | Amur Maple | 20 - 30 | 20 - 25 | Round; spreading | FS/PSh/Sh |
| <i>Acer tataricum</i> | Tartarian Maple | 15 - 20 | 15 - 20 | Round | FS; PSh |
| <i>Acer platanoides</i> 'Crimson Sentry' | 'Crimson Sentry' Norway Maple | 20 - 25 | 15 | Columnar | FS |
| <i>Carpinus caroliniana</i> | American Hornbeam | 20 - 30 | 20 - 30 | Oval | FS/PSh |
| <i>Cercis Canadensis</i> | Eastern Redbud | 20 - 30 | 15 - 25 | Round; vase | FS/PSh |
| <i>Chilopsis linerasis</i> | Chitalpa | 20 - 25 | 20 - 25 | Round | FS |
| <i>Cornus alternifolia</i> | Pagoda Dogwood | 15 - 25 | 15 - 30 | | FS/PSh |
| <i>Cotinus coggygria</i> | Smoke Tree | 10 - 15 | 10 - 18 | Round | FS |
| <i>Crataegus crus-galli</i> 'Inermis' | Thornless Cockspur Hawthorn | 15 - 25 | 15 - 25 | Round; spreading | FS |
| <i>Malus spp.*</i> | Crabapple | 10 - 25 | 10 - 25 | Round spreading | FS |
| <i>Prunus serrulata</i> 'Kwanzan' | Kwansan Cherry | 15 - 25 | 15 - 25 | Upright; vase | FS |
| <i>Prunus sargentii</i> 'Columnaris'* | Columnar Sargent Cherry | 25 - 35 | 15 - 20 | Columnar; vase | FS |
| <i>Prunus cerasifera</i> 'Krauter Vesuvius' | Purple Leaf Flowering | 15 - 20 | 15 | round | FS |
| <i>Prunus virginiana</i> 'Canada red' | Canada Red Chokecherry | 18 - 20 | 12 - 15 | Oval | FS |
| <i>Sorbus x hybrid</i> 'Fastigiata' | Columnar Mountain Ash | 20 - 25 | 10 | Oval; upright | FS |
| <i>Syringa reticulata</i> | Japanese Tree Lilac | 20 - 30 | 15 - 25 | Round; upright | FS |
| <i>Acer saccharum</i> 'Barrett Cole' | Apollo Sugar Maple | 12 - 15 | 8 - 10 | Columnar | FS/PSh |

* non or small fruit bearing only - Crabapple Golden Raindrops, ' Red Barron,' or ' Red Jewel'

FS – Full Sun; PSh – Partial Shade; Sh – Shade

Other species may be considered with the approval of the City of Susanville.

Class 2. Medium Trees: Moderate trunk diameter, (30-50 feet in height)

| Botanical Name | Common Name | Height (feet) | Spread (feet) | Shape | Sunlight |
|--|---|---------------|---------------|---------------------|-------------|
| <i>Acer buergeranum</i> | Trident Maple | 35 - 45 | 25 - 30 | round | FS; PSh |
| <i>Acer rubrum</i> 'Red Sunset' | 'Red Sunset' Red maple | 45 - 50 | 25 - 40 | Oval; upright | FS; PSh |
| <i>Acer rubrum</i> 'October Glory' | 'October Glory' Red Maple | 40 - 50 | 25 - 35 | Oval; round | PSh; FS |
| <i>Acer saccharum</i> 'Green Mountain' | 'Green Mountain' Sugar Maple | 40 - 50 | 35 - 50 | Oval | PSh; Sh; FS |
| <i>Acer x freemanii</i> 'Jeffersred' | Autumn Blaze Maple | 40 - 55 | 30 - 40 | Oval | FS; |
| <i>Aesculus x carena</i> 'Briotii' | Red Horsechestnut | 35 - 45 | 35 - 45 | Round; pyramidal | FS |
| <i>Betula nigra</i> 'Heritage' | Heritage River Birch | 40 - 50+ | 25 - 35 | Oval; pyramidal | PSh; FS |
| <i>Carpinus betulus</i> 'Fastigiata' | European Hornbeam 'Fastigiata' | 30 - 40 | 15 - 20 | Columnar; pyramidal | FS; PSh |
| <i>Corylus colurna</i> | Turkish Filbert | 40 - 50 | 25 - 30 | Oval; pyramidal | PSh; FS |
| <i>Fraxinus Americana</i> 'Autumn Purple' | 'Autumn Purple' White Ash | 40 - 50 | 35 - 50 | Oval; round | FS; PSh |
| <i>Fraxinus ornus</i> | Flowering Ash | 40 - 50 | 40 - 50 | Round | FS; PSh |
| <i>Fraxinus oxycarpa</i> 'Raywood' | Raywood Ash | | | | |
| <i>Fraxinus pennsylvanica</i> 'Urbanite Ash' | Urbanite Ash | 40 - 50 | 35 - 40 | Oval; pyramidal | FS; PSh |
| <i>Ginkgo biloba</i> 'Magyar' | Ginkgo Maidenhair | 40 - 60 | 20 - 30 | Oval | FS |
| <i>Koelreuteria paniculata</i> | Goldenraintree | 30 - 40 | 30 - 40 | Round; vase | FS |
| <i>Phellodendron amurense</i> 'His Majesty' | Amur Corktree 'His Majesty' | 35 - 40 | 35 - 40 | Round; spreading | FS |
| <i>Pistacia chinensis</i> | Chinese Pistache | 25 - 35 | 25 - 35 | Round; oval | FS; PSh |
| <i>Pyrus calleryana</i> 'Capital' or 'Chanticleer' | 'Capital' or 'Chanticleer' Flowering Pear | 35 - 45 | 12 - 15 | Columnar | FS |
| <i>Pyrus calleryana</i> 'Aristocrat' | 'Aristocrat' Callery Pear | 35 - 45 | 25 - 35 | Pyramidal | FS |
| <i>Quercus muehlenbergii</i> | Cinkapin Oak | 40 - 50 | 50 - 60 | Round; spreading | FS |
| <i>Carpinus betulus</i> 'Frans Fontaine' | Frans Fontaine Hornbeam | 30 - 40 | 15 - 20 | Columnar | FS |

| | | | | | |
|--|-----------------------------|---------|---------|----------|---------|
| <i>Fagus sylvatica</i> 'Dawyck Purple' | Dawyck Purple Beech | 30 - 50 | 8 - 10 | Columnar | FS; PSh |
| <i>Fagus sylvatica</i> 'Fastigiata' | Fastigate Beech | 35 - 45 | 10 - 15 | Columnar | FS; PSh |
| <i>Liquidambar styraciflua</i> 'Slender Silhouette' | Slender Silhouette Sweetgum | 40 - 50 | 6-8 | Columnar | FS |
| <i>Liriodendron tulipifera</i> 'Fastigiatum' | Columnar Tulip Tree | 40 - 50 | 10 - 15 | Columnar | FS; PSh |
| <i>Quercus palustris</i> 'Pringreen' PP | Green Pillar Oak | 40 - 50 | 10 - 15 | Columnar | FS |
| <i>Tilia cordata</i> 'Corzam' | Corinthian Linden | 35 - 45 | 12 - 15 | Columnar | PSh; FS |
| <i>Quercus robur</i> x <i>Q. alba</i> 'Crimschmidt' | Crimson Spire Oak | 35 - 45 | 12 - 15 | Columnar | FS |

FS – Full Sun; PSh – Partial Shade; Sh - Shade

Other species may be considered with the approval of the City of Susanville.

Class 3. Large Trees: Large trunk diameter, (can reach height over 50 feet)

| Botanical Name | Common Name | Height (feet) | Spread (feet) | Shape | Sunlight |
|--|-------------------------------------|---------------|---------------|------------------|----------|
| <i>Acer platanoides</i> 'Columnar' | Columnar Norway Maple | 50 - 60 | 15 - 20 | Columnar | FS; PSh |
| <i>Acer pseudoplatanus</i> | Sycamore Maple | 50 - 60 | 40 - 60 | Round; spreading | FS; PSh |
| <i>Acer pseudoplatanus</i> | Sycamore Maple | 50 - 70 | 40 - 60 | Round; spreading | FS; PSh |
| <i>Acer rubrum</i> | Red Maple | 50 - 70 | 25 - 40 | Oval; upright | FS; PSh |
| <i>Acer rubrum</i> 'Armstrong' | 'Armstrong' Red Maple | 50 - 60 | 15 - 25 | Columnar | FS; PSh |
| <i>Aesculus glabra</i> | Ohio buckeye | 50 - 70 | 40 - 50 | Round; oval | FS; PSh |
| <i>Celtis occidentalis</i> | Common Hackberry | 45 - 80 | 40 - 50 | Round ; vase | FS; PSh |
| <i>Eucommia ulmoides</i> | Hardy Rubber Tree | 40 - 60 | 25 - 35 | Round; spreading | FS |
| <i>Fagus sylvatica</i> | European beech | 50 - 80 | 40 - 60 | Oval | FS; PSh |
| <i>Gelditsia triacanthos</i> var. <i>inermis</i> 'Shademaster' | 'Shademaster' Thornless Honeylocust | 50 - 70 | 35 - 50 | Upright; vase | FS; PSh |

| | | | | | |
|-----------------------------------|-------------------------|----------|---------|------------------|---------|
| Gymnocladus dioicus | Kentucky Coffeetree | 65 - 70 | 45 - 60 | Oval | FS |
| Liquidambar styraciflua 'Moraine' | 'Moraine' Sweetgum | 40 - 60 | 35 - 40 | Oval; pyramidal | FS; PSh |
| Liriodendron tulipifera | Tuliptree | 80 - 100 | 30 - 50 | Oval | FS |
| Platanus x acerifolia 'Bloodgood' | London Planetree | 70 - 85 | 50 - 70 | Round; spreading | FS |
| Quercus bicolor | Swamp White Oak | 50 - 70 | 50 - 70 | Oval; round | FS; PSh |
| Quercus coccinea | Scarlet Oak | 60 - 75 | 45 - 60 | Round | FS |
| Quercus imbricaria | Shingle Oak | 40 - 60 | 40 - 60 | Oval; pyramidal | FS |
| Quercus macrocarpa | Bur Oak | 70 - 90 | 60 - 80 | Round; spreading | FS |
| Quercus palustris | Pin Oak | 50 - 75 | 35 - 40 | Pyramidal | FS |
| Quercus Rubra | Northern Red Oak | 60 - 70 | 50 - 60 | Round | FS |
| Ginkgo biloba 'Princeton Sentry' | Princeton Sentry Ginkgo | 40 - 60 | 15 - 20 | Columnar | FS; PSh |

FS – Full Sun; PSh – Partial Shade; Sh - Shade

Other species may be considered with the approval of the City of Susanville.

Columnar Trees- These trees have an upright growth form and are intended for narrow spaces with minimal setbacks so as not to conflict with pedestrian/ vehicular travel or advertising signs near adjacent businesses. They may also be used for planting in 5' x5' tree pits for streetscape projects. Several selections in the above lists have been used in the City of Susanville to date and have shown good success. Planners and Landscape Architects are encouraged to use these selections in designing streetscapes and commercial properties. Columnar trees also make good screens or buffers along driveways or in backyards. Local nurseries are also encouraged to stock and promote the use of these tree types to clients and customers. Choose trees from the approved lists with a Columnar shape and height suited for the proposed location.

Owner Requirements for the Design and Landscaping of City Maintained Parkways

The following guidelines have been developed to help owners plan for the appropriate planting of parkways in the City of Susanville.

* The parkway area is defined as the linear planter between the sidewalk and curb and gutter.

* These requirements have been developed to assist the City in their care-taking of public parkways, to enhance driver and pedestrian safety, to protect utilities (overhead and underground), and to conform to the criteria set forth by the City of Susanville for street tree and shrub planting.

1. All trees planted shall be selected from the City of Susanville's most current list of approved trees. Other trees will be considered if requested; however, any exceptions must be approved in writing by the City.

2. Tree Locations:

a. Shall conform to the City of Susanville code requirements. Street trees must be set back a minimum of ten feet from water and sewer lines, 30 feet from an intersection, and ten feet from any driveway, hydrant, or street sign. Trees which grow to more than 20 feet in height may not be planted under overhead utility lines.

b. Exceptions to these code requirements shall be made on a case by case basis as needed between Roon and Weatherlow Streets, Carroll to Willow Streets (the historical part of Susanville).

3. All landscaping within the traffic safety site area must provide unobstructed cross-visibility at a level between three feet and eight feet in height. The site safety area is the triangular area defined by "a line joining points on the curb or edge of a roadway 45 feet from the point of intersection of the extended curb lines of edges of roadway." In this area no " shrubbery, mounds of earth, or other visual obstruction over 30 inches in height above the nearest street curb elevation shall be erected, placed, planted, or allowed to grow"

4. Pedestrian access through planted parkways from parked cars to the sidewalk should be planned for.

5. Lawns are encouraged in the primary downtown area where older homes exist.

6. Xeriscape and rock groundcover is not recommended in the primary downtown area where older homes exist. The selection of traditional shrubbery, such as Spiraea, is encouraged over desert like plantings.

7. Vegetable gardening will not be accepted in the parkway areas.

8. The height of shrubbery shall be 36 inches or less on average.

9. Shrubby with distinctive thorns is discouraged in City-maintained parkways.

10. All trees in lawn areas should maintain an area clear of lawn around the base of the tree trunk so that mowers and weed-eaters do not damage the bark.

ORDINANCE NO. 13-0991
AN ORDINANCE OF THE CITY OF SUSANVILLE
AMENDING CHAPTER 12.36 - TREES
OF THE CITY OF SUSANVILLE MUNICIPAL CODE

WHEREAS, the City of Susanville municipal code 12.36 entitled "Trees" currently contains regulations pertaining to trees within the City's public road right-of-ways known as street trees; and

WHEREAS, the administrative provisions of Chapter 12.36 include a review process which does not reflect the city's current operating procedures and should be streamlined in order to be more responsive addressing the planting, care and removal of street trees;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUSANVILLE DOES ORDAIN AS FOLLOWS:

Section 1: Chapter 12.36 of the City of Susanville Municipal Code shall be amended as set forth below with ~~strikeout~~ language being removed from the code and underlined language being added to the code. Articles or sections of chapter 12.36 not listed below are not being amended:

Chapter 12.36.20 Definitions

For the purpose of this chapter, the following definitions apply:

"Planning Commission" means the five members appointed by the mayor with the approval of the City Council as per Susanville Municipal Code Section 2.36.020.

"Species list" means the official list of acceptable ~~street~~ trees for new plantings based on trees adapted to grow adjacent to street improvements and utility improvements without damage to those improvements and suitable for in the the climate zone of Susanville city. The list shall designate trees suitable for planting under overhead utility lines to reduce the need for tree trimming.

~~"Tree commission" means a commission of five members appointed by the mayor, approved by the council. At least two of the members should have technical expertise, such as a nursery or landscape person. The commission will meet as needed, to review permits and other activities requiring technical expertise. The duties of the commission shall include: review statistics of the permit process, including tree removal and plantings; update species list; recommend permit fee changes; do field inspections when possible to assist city staff; review appeals under this chapter. The mayor, with the council's approval, may designate another existing commission of the city to assume the duties and responsibilities of the tree commission.~~

12.36.040 Removal of street trees.

It is unlawful to remove or cut down any street tree without having first secured a permit there for. Applications for such permits shall be made to the city administrator or appointed designee.

12.36.060 Care and trimming of street trees

Street trees shall be cared for and trimmed by the private property owner of the abutting or underlying real property. Trees may also be trimmed by the utility district responsible for maintenance of overhead utility lines subject to the requirements of code section 12.36.180. The city is not responsible for any maintenance, planting, or replacement of street trees. This section does not amend presently existing practice in Susanville but its purpose is to state in this chapter the present and past practice existing in the city.

12.36.080 Penalty

Any person, firm, or corporation violating any portion of this chapter, shall be guilty of an infraction for each offense and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. Persons removing a tree without a permit or irreparably damaging a tree through neglect or improper trimming shall also be charged for the replacement cost of the tree.

12.36.100 Tree permit for street trees

Any person wishing to plant a street on their property shall ~~may~~ obtain a permit by making written application to the city and paying a fee necessary to cover the cost of processing the application as set by resolution of the city council. ~~Where a~~ The permit application is required by this article, it shall include a site plan to show the following information at a scale sufficient to enable the determination of matters required under these regulations:

- A. The shape and dimension of the lot or parcel, together with the existing and proposed location of structures and improvements, if any.
- B. Locations of all existing registered or street trees, identified by common or botanical name. Registered or street trees proposed to remain, to be transplanted, or to be removed, shall be identified.

12.36.110 Tree permit for the planting and protection of trees in new developments, and construction projects.

There shall be no less than one street tree from the approved species list planted at each new lot in a single family residential subdivision with corner lots requiring one tree for each street frontage. For multi-family residential developments one tree shall be required for each fifty feet of lot frontage on a public street residential unit. In the event the development is commercial, the landscaping requirement

conditions established by the planning commission and/or planning department shall require incorporation of a sufficient number of healthy trees, each at least one and one-fourth inches in diameter at six inches above the ground and at least eight feet in height with the crown in good balance with the trunk. The trees must be in a healthy condition at the time of final inspection. It shall further be the policy of the city that any commercial or residential development or subdivision shall be required to preserve and protect existing trees on the property, and those required to remain shall be clearly designated as a condition of development. Further, removal of any tree greater than four inches or greater in diameter at diameter breast height (d.b.h. is four and one-half feet above the ground) in the area of the new development shall require a permit under the procedures of Section 12.36.100 and include the following additional information:

F. Any and all such permits issued by the city shall be declared null and void if commencement of work so permitted is not started within a reasonable time, not to exceed ~~six~~ twelve months. Permits not used within this period will require a new application. For purposes of this chapter, a permit shall be deemed used when the work authorized by the permit is completed.

12.36.120 Permit procedure for tree removal

The tree removal application shall be field checked and a field inspection report made prior to issuance of a permit. The city administrator may request a recommendation concerning the application from any or all appropriate city departments. ~~or the tree commission.~~

12.36.170 Removal of street tree from utility easement

Where a tree is proposed for removal from a utility easement, the applicant shall be required to relocate or replace each tree on a one-to-one ratio in accordance with the conditions for replacement set forth herein. The city administrator shall designate the location of the replacement or relocation of trees removed from a utility easement and shall base that designation on a determination of the location which will best serve to lessen the impact to public facilities ~~less than adverse impact of the factors set forth herein.~~

12.36.180 Trimming of street tree or registered trees by public utility corporations

Any public utility corporation maintaining overhead wires may be given a permit by the city, valid from one year from date of issuance, to allow such public utility corporation to trim or brace any street or registered tree. Permission to trim or brace trees by the public utility corporation shall be granted where it can be shown that the trees or portion thereof will interfere with the safety of the overhead wires including, but not limited to the transmission of electrical current, cable television, or telephone messages. The trimming shall not damage the health of the tree or be done in a manner to leave an unbalanced canopy.

12.36.220 Appeals

Any person adversely affected by a decision of the city administrator in the enforcement or interpretation of any of the terms of provisions of this chapter may appeal such decisions to the planning tree commission. Such appeal shall be taken by filing written notice with the city administrator, with a copy to the city clerk, within ten (10) days after the written decision of the city administrator is mailed to the applicant. The decision of the planning tree commission may be appealed to the city council for the final determination. Such appeal shall be filed with the city clerk in writing within five days after the decision of the planning tree commission. The city council shall thereafter set a date to consider the appeal. The decision of the city council shall be final.

Section 2: This ordinance shall take effect 30 days from its adoption by a majority vote of the members of the City Council.

Section 3: The City Clerk shall cause this Ordinance to be published at least twice in *The Lassen County Times*, a newspaper of general circulation, published and circulated within the City.

APPROVED: _____
Rod De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Ordinance was adopted at a regular meeting of the City Council of the City of Susanville, held on the _____ day of June, 2013 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Peter M. Talia, City Attorney

Reviewed by: ~~JAC~~ City Administrator
PM City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Lassen Arts Council request for sponsorship

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Each year the Lassen Arts Council sponsors many events throughout the year that encourage and promote all forms of the artistic expression and enrich the cultural lives of the citizens and visitors of Lassen County. The Arts Council has requested a donation from the City of Susanville to support their continued contributions to our community.

FISCAL IMPACT: \$1,000 from Civic Promotions fund.

ACTION REQUESTED: Motion to approve the donation of \$1,000 to the Lassen Arts Council

ATTACHMENTS: Letter of request.



May 21, 2013

Jared G. Hancock
City Administrator
City of Susanville
66 North Lassen Street
Susanville, Ca 96130

Dear Mr. Hancock,

Lassen County Arts Council (LCAC) would like to request a grant for \$1000 from the City of Susanville. As you may be aware of, Lassen County Arts Council is the main art organization for Lassen County.

Each year LCAC brings to the community as many as 45 events. Each month in the gallery we have new artists displaying their art work and we provide artwork for businesses around the Susanville Area. Several times a year we have the Acoustic Café, local musicians can play for the public, and we have a words and music program at the gallery six times a year. LCAC is also starting an art club for the youth in our community, bringing art to children ages 6-18. We have several concerts scheduled for the summer at the Lassen County Fair Grounds, the first being the Chris Gardner Band out of Sacramento, the others to be local bands from Lassen County. LCAC is co sponsoring a community art project to be shown during the fair in July and for a week after. Last month we had writers from Modoc, Lassen and Plumas counties read from their writings at a Sunday afternoon program that was a wonderful afternoon. The mural restoration committee has been working on different murals in town. We feel it is vitally important to keep the public art work in repair, this helps with our tourism.

Lassen County Arts Council would like to thank you in advance for any consideration you give us.

Sincerely,

A handwritten signature in black ink that reads "Debra Miller". The signature is written in a cursive style with a large, prominent "D" and "M".

Debra Miller
LCAC Board President

Reviewed by: ~~City Administrator~~
City Attorney

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Lassen County Business Assistance Program

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City has received a request from the Lassen County Department of Planning and Building Services regarding their business assistance program. The program provides financial support, training opportunities, and other benefits to business owners. The County is requesting authorization to make these services available to business owners located within the city limits.

The City recognizes the value of supporting local business owners as well as those entrepreneurs who are committed to providing services to the citizens of our community. The County program is funded by the State of California and requires a letter of agreement in order to extend the program boundaries to include City businesses to take advantage of this opportunity for assistance.

This action would not prevent the City from applying for funding and/or administering similar programs in the future. In the event that the City provided these services in the future, city businesses would no longer be eligible to use the County program.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve the City Administrator to sign letter of agreement.

ATTACHMENTS: Letter of Agreement
Letter of request from Lassen County



County of Lassen
Department of Planning and Building Services

• Planning • Building Permits • Code Enforcement • Surveyor • Housing Rehab • Grants and Loans • Surface Mining

May 3, 2013

Maurice L. Anderson, Director
707 Nevada Street, Suite 5
Susanville, CA 96130-3912
Phone: 530 251-8269
Fax: 530 251-8373
email: landuse@co.lassen.ca.us
website: www.co.lassen.ca.us

Jared Hancock, City Administrator
City of Susanville
66 North Lassen
Susanville, CA 96130

Zoning & Building
Inspection Requests
Phone: 530 257-5263

Dear Mr. Hancock:

The Community Development Block Grant (CDBG) Program requires written approval from jurisdictions to extend boundaries of programs. The Business Assistance, Microenterprise Technical Assistance, and Microenterprise Financial Assistance Programs are offered to all businesses located in the unincorporated areas of Lassen County. The County would like to offer participation in these Programs to businesses located in the City of Susanville's boundaries. The Microenterprise Technical Assistance Program is administered by Alliance for Workforce Development and approximately eight City of Susanville businesses are interested in participating in this Program. The County has also received applications from City businesses for participation in the Business Assistance and Microenterprise Financial Assistance Programs which offer low interest loans to eligible businesses.

Please review and sign the attached letter and return to the Planning and Building Services Department. Once it is received the letter will be forwarded to the CDBG Program and the extension of boundaries will be effective. If the City of Susanville decides to administer any one of the Programs listed above, all City businesses would be ineligible to participate in the County's Programs.

Your prompt attention to this matter is greatly appreciated and if you have any questions please contact Jenna Aguilera at 251-2683.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Anderson", is written over a horizontal line.

Maurice L. Anderson
Director

cc: Martin Nichols

Linda Boyle
Department of Housing and Community Development
Division of Financial Assistance
Community Development Block Grant Program
1800 3rd Street, Suite 390
Sacramento, CA 95811

RE: County of Lassen's Business Lending Programs - Extension of Boundaries

Dear Ms. Boyle:

The City of Susanville welcomes the opportunity to work with the County of Lassen to expand the lending boundaries for the County's CDBG Business Assistance, Microenterprise Financial Assistance, and Microenterprise Technical Assistance Programs. By allowing the expansion of the County's Programs into the incorporated area of the City, business owners will be able to receive coordinated business services leading to increased opportunity for business advancement.

If you have any questions, or require any additional information, please contact me at (530) 252-5100.

Sincerely,

Jared Hancock
City Administrator

cc: Patrick Talbott, CDBG Program
Martin Nichols, County of Lassen
Maurice Anderson, County of Lassen

Reviewed by: ~~JK~~ City Administrator
~~MM~~ City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Contract for Transportation Planning Professional Services

PRESENTED BY: Jared G. Hancock, City Administrator

BACKGROUND: As the Council is aware, the City has been engaged in trying to utilize Transportation Enhancement (TE) funding from the State Transportation Improvement Program allocation for Lassen County. In 2012 the Lassen County Transportation Commission (LCTC) approved the allocation of TE funds to two projects, one for the County and one for the City. The City's project is the known as the Southeast Gateway project which features improvements to Highway 36 entering Susanville from the east. Proposed improvements include filling in gaps in sidewalk improvements, additional landscaping improvements for a consistent appearance, improved parking areas for high profile vehicles in case of high winds or show closures, and moving the "Welcome to Susanville" sign.

A draft TE application for \$950,000 was submitted to Cal Trans for comments in early 2012. A response was received in June which raised several questions, included comments that certain proposed improvements would not be supported by Cal Trans and also indicated that would retain 40% to 50% of the funding to administer the project.

In January of 2013 the funding process for transportation improvement projects like the City proposed changed significantly with the implementation of the Moving Ahead for Progress in the 21st Century Act (MAP-21) the new Federal surface transportation funding act. MAP-21 includes a Transportation Alternatives Program (TAP). The TAP replaces the funding from pre-MAP-21 programs including Transportation Enhancements, Recreational Trails, Safe Routes to School, and several other discretionary programs, wrapping them into a single funding source.

With this change, local LCTC and Cal Trans staff was unsure of how the unexpended 2012 TE funds could be used if they had not already allocated to an approved project. It has now been determined that those TE reserves programmed for 2012 are still available for projects but an application must be submitted to the LCTC before the end of the Fiscal year.

PROPOSAL:

The City proposes to make a revised TE application for \$950,000 to fund the Southeast Gateway project. The revised application will also have revised improvements that will meet Cal Trans recommendations and will help streamline the costs and approval time. The revised

application must be ready for submittal to the LCTC at their July meeting. In order to meet this deadline, City staff is recommending that the City retain Greendot Transportation Solutions owner Jeff Schwein to complete the amended application and project design. Jeff has been working locally with the Lassen County Blueprint Plan and is very familiar with the region and most importantly is familiar with local Cal-Trans procedures and personnel. Jeff brings many years of transportation planning experience to the City which will be invaluable to this process.

In addition, Mr. Schwein can assist the City in obtaining funding for sidewalk improvements to fill gaps in the City's sidewalk infrastructure through the "Safe Routes to School" program. This program will provide funding for sidewalk projects within ½ mile of local schools.

The proposal submitted by Greendot Transportation Solutions is a not to exceed cost of \$9,660 for the TE application work and \$2,460 for the Safe Routes to School work. Transportation planning funds will be used to cover these costs.

FISCAL IMPACT: \$12,120 from Lassen County RTT Planning fund 2007.431.27.4340

ACTION REQUESTED: Adopt Resolution 13-4960 initiating the process to acquire the Johnstonville water system and associated parcel.

ATTACHMENTS: "A" – Greendot Proposal
"B" – Greendot Contract

GREEN DOT

TRANSPORTATION SOLUTIONS

May 14, 2013

Attn: Jared Hancock
City of Susanville
66 North Lassen Street
Susanville, CA 96130

RE: PROPOSAL FOR PROFESSIONAL SERVICES

Jared,

Thank you for the opportunity to assist the City of Susanville with professional transportation planning services. From my review of the documents and our tour yesterday, I feel the City is well positioned to take advantage of existing and future funding programs. The benefits will be a safer, more walkable, inviting, and bike friendly community.

Gateway Project

I recommend taking immediate advantage of the Transportation Enhancement (TE) reserve currently programmed in the 2012 State Transportation Improvement Program (STIP). This will require modifications to the existing TE application to address Caltrans initial comments dated June 2012 and define other feasibility constraints. The project will likely need further development to identify specific environmental, design, right of way and construction components required to prepare an accurate project cost estimate. Additionally, the TE program requires 20% matching funds and these will need to be identified. In addition to modifications to the TE application, I recommend early and consistent coordination with affected parties, including the Lassen County Transportation Commission, Caltrans district 1, Caltrans headquarters, and possibly the California Transportation Commission staff. The final product of this task will be a specific, fully programmed project in the 2014 STIP.

The proposed tasks are defined below with associated costs:

| Regular Tasks | Hours | Rate (/hr) | Total |
|--------------------------|--------------|-------------------|-----------------|
| Coordination | 20.00 | \$ 120 | \$ 2,400 |
| TE Application Revisions | 6.50 | \$ 120 | \$ 780 |
| Meetings | 8.00 | \$ 120 | \$ 960 |
| Total | | | \$ 4,140 |
| Additional Tasks | | | |
| Modify Existing Designs | 25.00 | \$ 120 | \$ 3,000 |
| Project Development | 21.00 | \$ 120 | \$ 2,520 |
| Total | | | \$ 5,520 |

GREEN DOT

TRANSPORTATION SOLUTIONS

Sidewalk Gap Closure Project

As we discussed yesterday, my recommendation to mitigate gaps in the City's sidewalks and provide safe and inviting pedestrian facilities is to prepare an infrastructure audit and preliminary feasibility study. The most effective way to do this is to focus on the funding program guidelines and target those parameters when preparing the audit. The Highway Safety Improvement Program (HSIP) is now accepting applications for projects for Cycle 6. If there are any intersections or projects that would qualify, this is a great immediate funding resource. Other targeted programs include Caltrans planning grants (audit and feasibility studies), Safe Routes to Schools (state and federal), and the new Transportation Alternatives Program (TAP).

I recommend defining potential projects and pursuing planning dollars in preparation for infrastructure resources. I would like to help the City identify and organize potential projects and prepare funding applications. The tasks and cost to do this work would be as follows:

| Regular Tasks | Hours | Rate (/hr) | Total |
|-------------------------|--------------|-------------------|-----------------|
| Identify/Organize Proj. | 15.00 | \$ 120 | \$ 1,800 |
| Prepare Funding App. | 5.50 | \$ 120 | \$ 660 |
| Total | | | \$ 2,460 |

I am confident that the effort put forth on the aforementioned projects will prove valuable. This method of work progression has proven to be the most effective way to realizing a safe, attractive and efficient network of sidewalks, roadways, bike facilities and transit connections.

Please let me know if I can answer any questions regarding this proposal.

Sincerely,



Jeff Schwein, AICP
Owner-Green Dot Transportation Solutions

AGREEMENT FOR CONSULTING SERVICES

This Agreement for consulting services between the City of Susanville (City) and Greendot Transportation Solutions (Contractor), a professional services sole proprietorship.

In consideration of the services to be rendered and the sums to be paid therefore, and each and every covenant and condition contained herein, the parties agree as follows:

1. IDENTIFICATION OF CONTRACTOR

Name: Green DOT Transportation Solutions
Address: 117 Meyers Street, Suite 120
City, State, Zip Chico, CA 95928
Phone No.: 530-895-1109

2. SERVICES

The services provided by the Contractor consist of transportation planning services as described in Attachment 1, a letter proposal dated May 4, 2013.

3. TERM

The term of this contract shall be:

Start: June 6, 2013
Finish: June 6, 2014

The contract may be amended based on the availability of funds and upon written Agreement of both parties.

4. PAYMENT

The City shall pay Contractor at a rate not more than \$120 per hour, not to exceed a total of \$12,120 on a time and materials basis

Contractor shall submit request for payment after completion of services no later than the fifth day of the month following provision of services. Request for payment shall be submitted to the following address:

Name: City of Susanville
Address: 66 North Lassen Street
City, State, Zip Susanville, CA 96130
Phone No.: 530-252-5104

5. FACILITIES

Contractor shall at his/her sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement.

6. DESIGNATED REPRESENTATIVES

City Representative: Jared Hancock
Contractor Representative: Jeff Schwein

7. INDEPENDENT CONTRACTOR

At all times during the term of this Agreement, Contractor shall be responsible for Contractor's own operating costs and expenses, property and income taxes, worker's compensation insurance, and any other costs and expenses in connection with the performance of services under this Agreement. Contractor agrees that he or she shall not be an employee of the City. The City shall have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement.

8. LICENSES, PERMITS, ETC.

Contractor represents and warrants to the City that he/she has all licenses, permits, qualifications and approvals legally required for Contractor to practice his or her profession. If at any time Contractor ceases to have the licenses, permits, qualifications or approvals required for Contractor to practice his or her profession, Contractor will immediately notify the City and this Agreement may be terminated at the City's sole discretion.

9. INSURANCE

During the term of this Agreement, Contractor shall maintain in full force and effect, a policy of commercial automobile insurance with bodily injury coverage \$1,000,000 combined single limit. Contractor shall provide the City with proof of current insurance at the request of the designated representative.

During the term of this Agreement, Contractor shall maintain in full force and effect, a policy of comprehensive professional general liability insurance with minimum coverage of \$1,000,000 per occurrence and with not less than \$2,000,000 aggregate.

10. STANDARD OF PERFORMANCE

Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by competent practitioners of the profession in which Contractor is engaged.

11. INDEMNITY

Contractor shall defend, indemnify, and hold harmless the City and it’s employees from liability for damage or claims for damage for personal injury, including death, as well as for property damage, which may arise from the intentional or negligent acts or omissions of Contractor in the performance of services rendered under this Agreement.

12. TERMS

The City agrees to pay Contractor within 30 days of receipt of invoice from Contractor.

13. TERMINATION

The City and Contractor shall each have the right to terminate this Agreement upon 30 days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on:

June 6, 2013.

“City”

“Contractor”

 (Signature)

 Jared Hancock, City Manager

 City of Susanville

 (Signature)

 Jeff Schwein, Owner

 Green DOT Transportation Solutions

Reviewed by:  City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 13-4959** authorizing expenditure of Memorial Ballpark Capital Improvement fund

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City Council approved funding of a scoreboard replacement at Memorial Ballpark through funding from the Memorial Park Ballfield CIP fund. The fund was established in 2008 through revenue received from a lease agreement with Omnipoint Communications, Inc. for the installation of communication equipment at the park and all proceeds are dedicated towards improvements at the ballpark. With the support of the community the Susanville American Legion Baseball group raised \$6,000 towards the purchase of the scoreboard, and per Resolution No. 12-4897 an additional amount of up to \$13,000 was approved to complete the project.

The project cost estimate included \$2,000 for removal and installation of the new scoreboard, however it was not anticipated that the old frame would not be adequate for the new scoreboard. It was necessary to fabricate a new frame, at an increased cost of \$6,500. The balance approved for the project is \$2,288.30, with an additional \$4,211.70 needed to complete the project. A total of \$8,821 is currently in the fund.

| | |
|---------------------------------------|-----------------------------|
| Purchase of scoreboard: | \$16,711.70 |
| Removal and installation: | <u>6,500.00</u> |
| Total: | \$23,211.70 |
| <i>Less proceeds from fundraiser</i> | <i>(\$ 6,000.00)</i> |
| <i>Less approved per Res. 12-4897</i> | <i><u>(\$13,000.00)</u></i> |
| Balance due from CIP Fund: | <u>\$ 4,211.70</u> |

FISCAL IMPACT: \$4,211.70 from Memorial Ballfield Capital Improvement Fund

ACTION

REQUESTED: Motion to approve Resolution No. 13-4959 authorizing expenditure of funds and amendment to FY2012/2013 budget.

ATTACHMENTS: Resolution No. 13-4959
 Project request and invoice
 Resolution No. 12-4897
 Resolution No. 08-4428

RESOLUTION NO. 13-4959
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING EXPENDITURE OF FUNDS FROM MEMORIAL BALL FIELD
CAPITAL IMPROVEMENT FUND AND AMENDMENT TO FY2012/2013
BUDGET

WHEREAS, the City Council entered into a lease agreement with Omnipoint Communications for space at Memorial Ballpark for the purpose of installing communication equipment ; and

WHEREAS, all revenues derived from the lease by the City of Susanville were restricted for the sole purpose of repair and upgrading of facilities at Memorial Ballpark per Resolution No. 08-4428; and

WHEREAS, a scoreboard replacement project was approved per Resolution No. 12-4897 requiring the expenditure of funds from Memorial Ballpark Capital Improvement Fund 1000.452.21.4741 and amendment of FY2012/2013 budget; and

WHEREAS, project costs exceeded original estimate and require additional funding of \$4,211.70 from Memorial Ballpark Capital Improvement Fund 1000.452.21.4741 for project completion.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville has hereby approved a budget amendment to increase expenses for the Memorial Ballpark CIP fund for actual costs not to exceed \$4,211.70.

APPROVED: _____
Rod De Boer, 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 5th day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Peter Talia, City Attorney

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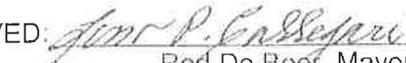
RESOLUTION NO. 12-4897
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING EXPENDITURE OF FUNDS FROM MEMORIAL BALL FIELD
CAPITAL IMPROVEMENT FUND AND AMENDMENT TO FY2012/2013
BUDGET

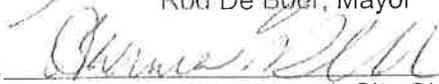
WHEREAS, the City Council entered into a lease agreement with Omnipoint Communications for space at Memorial Ballpark for the purpose of installing communication equipment ; and

WHEREAS, all revenues derived from the lease by the City of Susanville were restricted for the sole purpose of repair and upgrading of facilities at Memorial Ballpark per Resolution No. 08-4428; and

WHEREAS, a scoreboard replacement project has been identified requiring the expenditure of funds from Memorial Ballpark Capital Improvement Fund 1000.452.21.4741 and amendment of FY2012/2013 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville has hereby approved a budget amendment to increase expenses for the Memorial Ballpark CIP fund for actual costs not to exceed \$13,000.

APPROVED: 
Rod De Boer, 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 3rd day of October, 2012 by the following vote:

AYES: **McDonald, McBride and Callegari**
NOES: **None**
ABSENT: **Wilson and De Boer**
ABSTAINING: **None**


Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: 
Peter Talia, City Attorney

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RESOLUTION NO. 08-4428

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE MAYOR TO SIGN A SITE LEASE AGREEMENT WITH
OMNIPOINT COMMUNICATIONS, Inc. FOR THE PURPOSE OF INSTALLING
COMMUNICATION EQUIPMENT AT MEMORIAL BALLPARK

WHEREAS, the City of Susanville owns all of the facilities located at Memorial Ballpark, 1200 North Street; and

WHEREAS, the City allows use of Memorial Ballpark for baseball games to all teams within the community at no charge; and

WHEREAS, the various users and the City provide the funding and labor necessary to maintain the facilities; and

WHEREAS, the age of the facilities necessitates continued repairs and upgrades; and

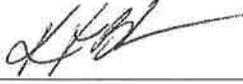
WHEREAS, Omnipoint Communications Inc. desires to lease space to replace an existing light pole and install communication equipment; and

WHEREAS, Omnipoint Communications, Inc. Agrees to initially pay the City the sum of \$1,200.00 monthly for the lease of said space;

NOW, THEREFORE, BE IT RESOLVED, that the City of Susanville agrees to lease space at Memorial Ballpark to Omnipoint Communications, Inc. for the purpose of installing communication equipment; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that all revenues derived from said lease shall be deposited in a restricted fund to be solely used for the repair and upgrading of facilities associated with Memorial Ballpark.

Dated: August 20, 2008

APPROVED: 
Kurt Bonham, Mayor

ATTEST:

Debra M. Magginetti, CMC/City Clerk

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The foregoing **Resolution No. 08-4428** was adopted at a regular meeting of the City Council of the City of Susanville held on the 20th day of August by the following vote:

AYES: Franco, Callegari, Templeton, Sayers and Bonham
NOES: None
ABSENT: None
ABSTAINING: None

Debra M. Maggnetti
Debra M. Maggnetti, CMC/City Clerk

APPROVED AS TO FORM:



Peter M. Talia, City Attorney

To whom it may concern:

This came in above the estimate because they had to fabricate a new frame. We didn't anticipate that. He did a lot at his cost and knocked off \$3,000 in lieu of an advertisement at the ballpark.

Steve Robertson

257-2449

MEMORIAL PARK SCOREBOARD PROJECT

City Council Members and those concerned:

In the past few years our scoreboard at Memorial Park has been a constant problem. In the past six months we decided to purchase a new one. With the help of the City of Susanville and Diamond Mt Golf Course (Teresa Pustejovsky and Sean Bittle) we put on a golf tournament August 11th. The golf course made \$1,352. We had great support from the community and raised \$6,000.

We propose to use that money, and money saved over the past few years from the cell tower at the ballpark, to purchase a new scoreboard. Over the past few months I have gathered information on scoreboards from companies and coaches. I have even gone to a few fields and looked at scoreboards to get a first hand look at what we might be getting.

Attached is a quote from Nevco Scoreboard. To replace one that is similar to the one we have is \$16,711.70. I gathered three bids and this was the middle in price, but I felt it was the best quality, value, warranty and has good service rep in case of unforeseen problems.

We will also need at least \$2,000 (estimate) to have Beter Welding (Jack Beterbide) use a crane to remove and install the scoreboards (28'x 8'x 8")

Daryl Campbell and I thought we should make you aware and gain your approval with this project. This is largest expenditure to date regarding funds generated from the cell tower.



Sincerely, Steve Robertson (257-2449)

Susanville American Legion Baseball

Reviewed by: JGH City Administrator
AMY City Attorney

- Motion only
- Resolution
- Ordinance
- Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Fiscal Year 2013/2014 Preliminary Budget Review

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Staff will review the preliminary budget for fiscal year 2013/2014.

FISCAL IMPACT: N/A

ACTION REQUESTED: Information Only

ATTACHMENTS: None

Reviewed by: ~~____~~ City Administrator
~~____~~ City Attorney

- Motion only
- Resolution
- Ordinance
- Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: June 5, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Fitch Upgrade of Bond Rating

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Staff will present an oral report at the meeting.

FISCAL IMPACT: N/A

ACTION REQUESTED: Information Only

ATTACHMENTS: None