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
July 17, 2013 – 6:00 p.m.

Call meeting to order
Roll call of Councilmembers present

Next Resolution No. 13-4970
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

2 Personnel Status report

3 Approved Employee Position List

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) Ronnie Morales vs City, Lassen County Court Case #55262

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

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:* Mayor De Boer
- *Proclamations, awards or presentations by the City Council:*
  - Employee Service 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 June 5, 2013 meeting
B Approve vendor warrants numbered 87951 through 88221 for a total of $1,814,276.18 including $102,360.61 in payroll warrants
C Approve Community Service Officer Job description
D Receive and file Finance Report: June 2013
E Receive and file Treasurers Report: June 2013

7 **PUBLIC HEARINGS**:

A **CDBG Annual Program Income Report**
1 Public Hearing: Solicit and consider comments regarding the annual Grantee Performance Report
2 Action: Motion to accept Annual Program Income Report and authorize submittal to the State Department of Housing and Community Development

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS**: No business.

Commission/Committee Reports:

9 **NEW BUSINESS**:

A Consider approval of **Resolution No. 13-4967** approving closure of Main Street for Lassen County Fair Parade
B Consider approval of **Resolution No. 13-4968** approving and authorizing Mayor to execute Agreement with American Medflight Air Ambulance
C Consider approval of **Resolution No. 13-4969** approving Employment Agreement for position of City Administrator
D Consider approval of Agreement with Lassen County for IT Services
E Consider approval alcoholic beverage sale and use of grassy knoll at Lassen Chamber of Commerce 125th anniversary event / September 27, 2013
F Consider approval of Copier Lease/Service agreement with Ray Morgan
G Consider expenditure report for Recreation Roundup funding
H Discuss Potential Property Maintenance Regulations
I Consider approval of Lassen High School Booster request to waive fees for Annual Fundraiser Tournament

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

11 **SUSANVILLE MUNICIPAL ENERGY CORPORATION**:

SUSANVILLE PUBLIC FINANCING AUTHORITY:

A Consider approval of **Resolution No. FA-13-10** authorizing execution of agreement with U.S. Bank National Association for performance of Trustee duties

12 **CONTINUING BUSINESS**:

A Consider Refinance of Side Fund Obligation

B Consider approval of Contract Amendment with the Department of Parks and Recreation for Sierra Community Park

13 **CITY ADMINISTRATOR'S REPORTS**:

A Fireworks Update – T. Friedline and T. Downing

B Main Street Water Project Update – C. Platt

14 **COUNCIL ITEMS**:

A AB1234 travel reports: None

15 **ADJOURNMENT**:

- *The next regular City Council meeting will be held on August 7, 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 July 17, 2013 in the areas designated on July 12, 2013.

Gwenna MacDonald, City Clerk

AGENDA ITEM 6A

Reviewed by: City Administrator
City Attorney

X Motion Only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's June 5, 2013 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's June 5, 2013 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's June 5, 2013 meeting.

ATTACHMENTS: Minutes: June 5, 2013

SUSANVILLE CITY COUNCIL
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY
Regular Meeting Minutes
June 5, 2013 – 6:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130

Meeting was called to order at 6:01 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 following changes to the agenda:
- Removal of Consent Calendar Item 6D and 6E for separate discussion;
- An amended resolution has been distributed for Item 7B;
- Removal of Item 9D.

Motion by Councilmember Callegari, second by Mayor pro tem Wilson to approve the agenda with the amendments 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:

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

1 Agency Negotiator: Jared G. Hancock
Bargaining Unit: Administrative Confidential: 2013/2014
Fire Fighters: 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**: 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; Denise Bera, Administrative Assistant and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that the agenda was approved with the removal of Item 6D and 6E for separate discussion, an amendment to Item 7B and the removal of Item 9D.

Mr. Hancock reported the following action taken in closed session:
3A Staff was directed to pursue a refinance of the side fund with Umpqua Bank for 10-year refinance on a 4 to 1 vote;
3C (4) a settlement in the amount of $5,000 has been approved

Mr. Talia offered the thought of the day.

Mayor De Boer and Mayor pro tem Wilson recognized the effort of staff both past and present whose contributions have made the annual rabies clinic a successful event and opportunity for citizens to be responsible pet owners.

5 **BUSINESS FROM THE FLOOR**:
Lois Towell, Hidden Acres mobile home park resident, submitted a letter of complaint regarding the current management of the park, the increasing cost of space rent, overall poor condition of the park and lack of amenities.

Kym Antonucci and Cassie Levy, representatives from the Art Is Free group, requested a waiver of park reservation fees for their summer performance for the weekends of July 26th – 28th and August 1st – 3rd.

The Mayor directed staff to follow up.

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

Motion by Mayor pro tem Wilson, second by Councilmember Callegari to approve consent calendar items 6A, 6B and 6C; motion carried unanimously.

Motion by Councilmember Callegari, second by Councilmember McBride to approve consent calendar item 6D; motion carried unanimously.

Motion by Mayor pro tem Wilson, second by Councilmember McDonald to approve consent calendar item 6E; motion carried unanimously.

7 PUBLIC HEARINGS:

7A 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

Mr. Sanders reported that at the April 3, 2013 public hearing to consider the 2009-2014 Housing Element update, staff was directed to present the document to the Planning Commission for review in order to provide additional opportunity for the public to participate in the review and approval process. The Planning Commission conducted a public hearing on May 14, 2013 and there were no changes recommended for the proposed update. The Planning Commission adopted Resolution No. 13-0985 recommending that the City Council accept and adopt the document as an amendment to the City of Susanville General Plan.

Mr. Sanders explained that the Housing Element is required by law, and a certified Housing Element is required to enable the City to obtain grant funding for housing rehabilitation or certain types of new housing projects. He reviewed the action items which require the City to amend other documents, including sections of the Zoning Code and a portion of the Safety Element of the General Plan. By adoption of this document, the City agrees to make these changes and other less significant procedural changes within one year from the adoption of the Housing Element.

At 7:21 p.m., Mayor De Boer opened the public hearing and requested comments either for or against the Housing Element update. There were no comments.

Mayor De Boer closed the public hearing at 7:22 p.m. and requested comments from the City Council.

Mayor pro tem Wilson thanked Mr. Sanders for taking the update back to the Planning Commission for their review. He believed it to be an important part of the update process to allow the maximum opportunity for public input.

Councilmember Callegari requested clarification of action item three, which states *Remove constraints that discourage the development of second dwelling units*. He asked if the item specified the minimum parcel size required to allow a second dwelling unit, adding that in many cases the alleys in Susanville are not conducive to allow proper access to second dwellings. He stated that at some point, citizens should have the right to decide what goes into their neighborhoods, citing the example on his street of the illegal second dwelling that was turned into a rental property.

Mr. Sanders responded that staff is able to draft an ordinance governing second dwelling units if that is the Council's direction, but that would be a separate issue from adoption of the Housing Element update.

There were no further questions or comments.

Motion by Mayor pro tem Wilson, second by Councilmember McDonald, to adopt Resolution No. 13-4943; motion carried unanimously.

Councilmember McBride leaves his seat at the dais and exits the room prior to consideration of Item 7B.

7B 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)**

Mr. Talia reported that the California Streets and Highways Code require that the Historic Uptown Susanville Association prepare an annual fiscal report for the City Council's consideration. The Council may make changes or alterations to the report, and it is accepted by resolution. He noted that a resolution with corrected language had been provided. If accepted, the Council sets a date for a public hearing to consider the levy of assessments for the District for the upcoming fiscal year. The City receives five percent of the assessment, approximately $3,000 annually, for reimbursement of staff time for billing and collection of the assessment. If the Council accepts the report, the public hearing could be schedule for the June 18, 2013 meeting.

At 7:29 p.m., Mayor De Boer opened the public hearing and invited comments from the public either for or against the report.

Kathie Garnier, HUSA President, discussed the report and accomplishments in the District.

There being no further comments, at 7:31 p.m. Mayor De Boer closed the public hearing.

Motion by Councilmember Callegari, second by Councilmember McDonald, to approve Resolution No. 13-4957; motion carried with Councilmember McBride abstaining.

Councilmember McBride returned to the chambers and took his seat at the dais.

7C CEQA Findings of Fact for the Sierra Community Park

1. **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**
2. **Action: Consider Resolution No. 13-4956, adopting the Mitigated Negative Declaration and Mitigation Monitoring and Reporting program**

Mr. Sanders reported that in January the City Council authorized 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 to complete the study. The document is now complete and ready for review and adoption by the Council. Adopting the document means the City Council approves the analysis of the potential environmental impacts of the Sierra Community Park project. It does not commit the City to construct the park but it is the next step in the process.

Mr. Sanders introduced Mr. Hauge who explained that the final environmental document identifies the potentially significant environmental impacts along with mitigation measures to reduce the impact to a level that is less than significant. He presented a power point highlighting the key points in the report:

- 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.

- 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.

- 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.

- 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.

- 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.

- The soils on-site are marginally suited for a septic tank and leach field 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.

- 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.

Mr. Sanders reviewed the next steps in the process, and identified the features in the modified project design. An item of concern has been the proposed traffic impacts and condition of Sierra Road. 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.

Mr. Sanders concluded that 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.

At 7:45 p.m. Mayor De Boer opened the public hearing and requested comments from the public either for or against the report.

Gordon Ponting, local biologist, stated that the document covers all of the bases, however he has a problem with the use of the word shall in reference to the mitigation of possible impacts as relating to the existence of endangered species on site. The document is written as if the existence of certain species was confirmed, and a one-day visit to the area is not adequate to conduct a thorough biological survey. He reiterated that he felt very strongly about committing the City to make promises to mitigate unknown impacts that are based upon unproven assumptions. He suggested re-phrasing those points with language which includes a reduced obligation on the part of the City to mitigate impacts on species that have not even been determined to be on site.

There being no further comments, Mayor De Boer closed the public hearing at 7:52 p.m.

Mr. Hauge agreed with Mr. Ponting's remarks, stating that the survey was conducted during a brief period and was meant to demonstrate that no endangered species exist. He suggested amending the report to require a biological survey prior to any construction.

Mayor De Boer recommended making the revisions and bringing back for Council review.

Ruby Ridenoure, area resident, commented that she has lived in her home across from the proposed park site for 59 years. The area is habitat for many animals, including deer, raccoons, fox, skunks, and when it rains it turns into a wetland. The neighbors do not want another park, which typically attract crime and nuisance.

Michael Kirack, Kirack Construction, remarked that he has built a lot of homes in the north area of town, and paid thousands of dollars in park mitigation funds, and asked why the money is not being spent to improve Skyline Park for the enjoyment of residents in that neighborhood.

Mr. Hancock responded that the subject of park mitigation fees committed to the project has come up a number of times, and while it hasn't been spent, staff has received a lot of feedback regarding the priorities of the community.

Mayor De Boer stated that while this meeting is about the CEQA document, some interesting points have been brought up and he has some serious reservations about the project as a whole. He would love to be able to build parks and provide the citizens with a number of recreation opportunities, but believes this project to be too much for what the City is capable of maintaining. It was presented to the Council that the mitigation funds had to be earmarked for a specific project and he believes that was misrepresented.

Councilmember Callegari responded that he was on the Council at the time the City purchased the property on Sierra Road, and it was always intended to be the site of a park for the community. The City was working to clean up the property and the opportunity came along to apply for more grant funds to develop the site. It was based on the income of the neighborhood and the north side of town has

Skyline Park and Ranch Park available for its citizens to use. The park funds the City put towards the project was an important step to show the City was serious and committed, and the young people in the community deserve whatever recreation opportunities that the Council is able to provide.

Mayor pro tem Wilson added that as long as everyone is speaking candidly, he is not in favor of the park project.

Mr. Hancock explained that the CEQA document is complex, but the requested language revisions are very minor in nature. At this stage, it is very important to proceed with adoption in order to be reimbursed by the State for the money spent to date on the environmental review. The next step would be to enter into a revised contract with the State and that would be the best time to further discuss the merits of the project.

Mayor De Boer responded that once he is presented with a properly written report, he will have no problem in signing it. It was the consensus of the Council to continue the public hearing to June 19th to allow time for the suggested revisions.

Motion by Councilmember Callegari, second by Mayor pro tem Wilson to continue the public hearing to June 19, 2013; motion carried unanimously.

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

9 **NEW BUSINESS**:

9A 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 Mr. Sanders reported that Chapter 12.36 of the Susanville Municipal Ordinance governs the method by which the City addresses the planting, maintenance, and removal of trees that are located in public places. These include right of ways, under power lines, and it is evident that the current language is somewhat outdated and contains cumbersome administrative procedures. The list of approved street tree species is limited and does not provide information on certain site-specific characteristics and suggestions on the best species for planting in specific areas.

Staff is proposing amendments to the chapter which will streamline the process of administering the City's Street Tree guidelines. The primary amendments include the elimination of the Street Tree Commission. The Commission has not been active and has had no appointed members in over five years. The administrative decisions made by the City Administrator would be appealed to the Planning Commission and ultimately to the City Council. The chapter amendments also include direction regarding tree trimming by public utility agencies.

In addition to the ordinance is a proposed resolution adopting and amended list of approved street tree species. The comprehensive list provides guidance for planting species under utility lines to reduce future trimming costs, identifies the most appropriate species for use in narrow planting strips, and recognizes the needs for the unique area in the city's historic center.

Mr. Hancock thanked Mr. Sanders and Mr. Platt for their work to develop the revisions and address the issues regarding street trees that have been an issue in the city for a number of years. He encouraged the Council to review and comment on the information provided, as it is substantial and there is no time deadline involved. He invited questions from the Council.

Councilmember McDonald commented that she would like to see maintenance directly addressed as the current mess caused by some trees is a problem in many areas.

Councilmember Callegari stated that Elm trees are a very invasive species and have caused many problems throughout the city.

Mayor pro tem Wilson added that it looks as if staff is headed in the right direction.

It was the consensus of the City Council to table the item and continue modifications to the chapter.

9B Consider approval of Lassen County Arts Council Sponsorship Mr. Hancock reported that each year, the Lassen County Arts Council sponsors many events throughout the year which encourage and promote all forms of artistic expression. This enrichment of the lives of the citizens and visitors of Susanville is a valuable contribution to the quality of life to City residents. The Arts Council has requested a sponsorship donation from the City in the amount of $1,000. This money is available in the civic promotions fund.

Motion by Councilmember McDonald, second by Mayor pro tem Wilson to approve the donation; motion carried with Councilmember McBride abstaining.

9C Consider approval of Extension of Boundaries for Lassen County Business Assistance Program Mr. Hancock explained that the City has received a request from the County 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.

Mayor pro tem Wilson asked if the regulations have changed regarding the ability of city businesses to participate in the County's program.

Mr. Hancock responded that it has occurred occasionally in the past and this action is meant to memorialize the practice. He reiterated that 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 participate in the County program.

Motion by Councilmember Callegari, second by Mayor pro tem Wilson authorizing Mayor to sign letter of agreement; motion carried unanimously.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

12A Consider Resolution No. 13-4959 authorizing budget increase for scoreboard project at Memorial Ballpark Mr. Hancock reported that the City Council approved the funding to replace the scoreboard at Memorial Ballpark through the Memorial Park Ballfield Capital Improvement Project fund. The fund was established in 2008 for revenue received from a lease agreement with Omnipoint

Communications, Inc. for the installation of communication equipment at the park. All proceeds from the lease have been dedicated to 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 cost estimate included $2,000 for removal and installation of the new scoreboard, and it was hoped that the old frame would support the new board. Once the new scoreboard was received it became apparent that the old frame would not be adequate and a new frame had to be fabricated and installed at an increased cost of $6,500. There is $2,288.30 left from the original approved amount, with an additional $4,211.70 needed to complete the project. The balance in the Memorial Park Ballfield CIP fund is $8,821.

Councilmember McBride asked if there was any additional information provided, as the invoice is a bit vague. Regardless, the Memorial Ballpark is a jewel in the community, and he supports the project.

Councilmember Callegari asked if the college or schools had been approached to contribute to the project, since the park benefits their organizations.

Councilmember McBride answered that the schools also participated in the fund raiser.

Mr. Talia remarked that the fund is comprised of lease payments and not taxpayer dollars.

Mayor pro tem Wilson added that the American Legion Baseball Group and the College are running a great program and provide a significant amount of free labor throughout the year to keep the field in such good shape, and he supports the additional expense.

Motion by Mayor pro tem Wilson, second by Councilmember McBride to approve **Resolution No. 13-4959**; motion carried unanimously.

Jim Chapman commented that he supported the Council decision, characterizing the ball field as the finest ballpark in Northern California however it needs to be stated that the park belongs to all of the residents of Susanville, and not just the college or schools. The Fishing Derby is conducted in Memorial Park and sometimes the other groups are not always cooperative with the organizers of the event.

13 CITY ADMINISTRATOR'S REPORTS:

13A FY 2013/2014 Preliminary Budget Review Mr. Hancock explained that the City Council conducted a public workshop at a special meeting on May 22nd, and discussed City goals and objectives as they relate to the annual budget. Staff is very close to arriving at a balanced budget, with a shortfall of $19,000. He invited the City Council to continue offering input and suggestions or requests to the final budget, whether at the meeting or during the week as priorities and ideas occur to them. A public hearing will be scheduled for June 19th, and he requested further comments.

There were no comments.

13B Bond Rating Report Mr. Hancock reported that Fitch Ratings is a global rating agency that provides objective and balanced credit opinions, and they review the City's natural gas utility on an annual basis. The reviews are published and this year the City's rating has increased from stable to positive which is good news for the City's credit worthiness and stability of the natural gas utility.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Councilmember McBride spoke regarding the recent Third Grade History Day event which is sponsored every year by the Lassen County Office of Education. He participated in the event and provided an update to the City Council.

15 **ADJOURNMENT:** Motion by Mayor pro tem Wilson, second by Councilmember Callegari to adjourn the meeting in memory of Bruce and Kathy Rhymes; motion carried unanimously.

Meeting adjourned at 8:45 p.m.

_____
Rod De Boer, Mayor

Respectfully submitted by

_____
Gwenna MacDonald, City Clerk

Approved on _____

AGENDA ITEM NO. 6B

Reviewed by: City Administrator
City Attorney

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

Submitted by: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Warrants dated June 12th through July 9th numbered 87951 through 88221

FISCAL IMPACT: Accounts Payable vendor warrants totaling $1,711,915.57 plus $102,360.61 in payroll warrants, for a total of $1,814,276.18.

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
06/13	06/13/2013	87951	21	AIRGAS USA, LLC	RECEPTACLE FOR WELDER	9016345348	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	7.00	7.00
06/13	06/13/2013	87951	21	AIRGAS USA, LLC	RECEPTACLE FOR WELDER	9016345348	2	7401-430-62-44	REPAIR AND MAINTENANCE-MI	7.01	7.01
06/13	06/13/2013	87951	21	AIRGAS USA, LLC	RECEPTACLE FOR WELDER	9016345348	3	2007-431-20-44	REPAIR AND MAINTENANCE-MI	7.01	7.01
Total 9016345348:										21.02	21.02
06/13	06/13/2013	87952	7473		REFUND WATER DEPOSIT	10311350009	1	7110-2228-000	DEPOSITS-CUSTOMER	62.79	62.79
Total 10311350009:										62.79	62.79
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL	0057 052513	1	1000-421-10-45	INVESTIGATIVE FUNDS	30.00	30.00
Total 0057 052513:										30.00	30.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	RESTURANT SUPPLIES	2565 052513	1	7530-451-55-46	SUPPLIES - GENERAL	100.81	100.81
06/13	06/13/2013	87953	884	BANK OF AMERICA	G/C REST FOOD, CLEANING SU	2565 052513	2	7530-451-54-46	SUPPLIES GENERAL	1,595.14	1,595.14
06/13	06/13/2013	87953	884	BANK OF AMERICA	COOLER PUMP	2565 052513	3	7530-451-55-44	REPAIR AND MAINT - MISC	33.31	33.31
06/13	06/13/2013	87953	884	BANK OF AMERICA	RAIL, UMBRELLA'S-RETURNED	2565 052513	4	7530-451-54-47	MACHINERY & EQUIPMENT	61.26	61.26
Total 2565 052513:										1,790.52	1,790.52
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL	3609 052513	1	1000-422-50-43	VOLUNTEERS-OUT OF AREA FI	107.76	107.76
Total 3609 052513:										107.76	107.76
06/13	06/13/2013	87953	884	BANK OF AMERICA	MONTHLY REPORTING FEES	3996 052513	1	1000-417-10-48	TAXES, FEES, PERMITS & CHA	15.00	15.00
Total 3996 052513:										15.00	15.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	BLADES, BELTS	4036 052513	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	417.48	417.48
06/13	06/13/2013	87953	884	BANK OF AMERICA	GOLF TEES	4036 052513	2	7530-451-52-44	RENT & LEASES EQUIP & VEHI	189.54	189.54
06/13	06/13/2013	87953	884	BANK OF AMERICA	RAKE	4036 052513	3	7530-451-52-44	REPAIR & MAINTENANCE - MIS	415.04	415.04
06/13	06/13/2013	87953	884	BANK OF AMERICA	REGISTER TAPE	4036 052513	4	7530-451-52-46	SUPPLIES-GENERAL	73.50	73.50
06/13	06/13/2013	87953	884	BANK OF AMERICA	WOOD SIGN	4036 052513	5	1000-415-10-46	SUPPLIES-GENERAL	29.00	29.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	ADHESIVE	4036 052513	6	1000-413-20-46	SUPPLIES-GENERAL	16.12	16.12

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/13	06/13/2013	87953	884	BANK OF AMERICA	CAR WASH	4036 052513	7	1000-417-10-46	SUPPLIES-GENERAL	10.00	10.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	INK	4036 052513	8	7530-451-52-46	SUPPLIES-GENERAL	65.21	65.21
06/13	06/13/2013	87953	884	BANK OF AMERICA	INK	4036 052513	9	1000-413-20-46	SUPPLIES-GENERAL	8.93	8.93
06/13	06/13/2013	87953	884	BANK OF AMERICA	LEAGUE OF CALIFORNIA	4036 052513	10	1000-411-10-45	TRAVEL	475.00	475.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	OFFICE SUPPLIES	4036 052513	11	7530-451-55-46	SUPPLIES - GENERAL	35.04	35.04
06/13	06/13/2013	87953	884	BANK OF AMERICA	OFFICE SUPPLIES	4036 052513	12	1000-417-10-46	SUPPLIES-GENERAL	112.66	112.66
06/13	06/13/2013	87953	884	BANK OF AMERICA	DATA RIBBON	4036 052513	13	1000-415-10-46	SUPPLIES-GENERAL	55.86	55.86
06/13	06/13/2013	87953	884	BANK OF AMERICA	CLEANING SUPPLIES	4036 052513	14	7530-451-55-46	SUPPLIES - GENERAL	134.11	134.11
06/13	06/13/2013	87953	884	BANK OF AMERICA	GOLF BALLS	4036 052513	15	7530-451-52-44	RENT & LEASES EQUIP & VEHI	180.34	180.34
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL	4036 052513	16	1000-417-10-45	TRAVEL	90.18	90.18
06/13	06/13/2013	87953	884	BANK OF AMERICA	STAMP	4036 052513	17	1000-415-10-46	SUPPLIES-GENERAL	17.14	17.14
06/13	06/13/2013	87953	884	BANK OF AMERICA	WALKIE TALKIE	4036 052513	18	7530-451-52-46	SUPPLIES-GENERAL	150.48	150.48
Total 4036 052513:										2,475.63	2,475.63
06/13	06/13/2013	87953	884	BANK OF AMERICA	PVC CARDS G/C	4077	1	7530-451-52-46	SUPPLIES-GENERAL	61.50	61.50
06/13	06/13/2013	87953	884	BANK OF AMERICA	SHELVES FOR GOLF COURSE	4077	2	7530-451-55-46	SUPPLIES - GENERAL	321.08	321.08
06/13	06/13/2013	87953	884	BANK OF AMERICA	LEAGUE OF CALIFORNIA	4077	3	1000-411-10-45	TRAVEL	1,425.00	1,425.00
Total 4077:										1,807.58	1,807.58
06/13	06/13/2013	87953	884	BANK OF AMERICA	RAIN BIRD SPRINKLERS	4093 052513	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	1,562.50	1,562.50
Total 4093 052513:										1,562.50	1,562.50
06/13	06/13/2013	87953	884	BANK OF AMERICA	BOOKS	4119 052513	1	1000-422-10-46	BOOKS AND PERIODICALS	139.52	139.52
06/13	06/13/2013	87953	884	BANK OF AMERICA	PAINT	4119 052513	2	1000-422-10-44	MISC - REPAIR & MAINTENANC	117.39	117.39
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL	4119 052513	3	1000-422-10-46	GASOLINE	84.38	84.38
06/13	06/13/2013	87953	884	BANK OF AMERICA	BADGE	4119 052513	4	1000-422-10-45	TRAVEL	100.00	100.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	BRUSH BAR	4119 052513	5	1000-422-10-44	MISC - REPAIR & MAINTENANC	68.54	68.54
06/13	06/13/2013	87953	884	BANK OF AMERICA	COACHING CONF.	4119 052513	6	1000-422-10-45	TRAVEL	395.00	395.00
Total 4119 052513:										904.83	904.83
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL	4150 052513	1	1000-422-50-43	VOLUNTEERS-OUT OF AREA FI	118.97	118.97
Total 4150 052513:										118.97	118.97
06/13	06/13/2013	87953	884	BANK OF AMERICA	CHAIRMAT	4226 052513	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	107.48	107.48

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06/13	06/13/2013	87953	884	BANK OF AMERICA	PAINT, PAINT SUPPLIES	4226 052513	3	1000-421-10-44	FACILITY - REPAIR & MAINTEN	125.51	125.51
06/13	06/13/2013	87953	884	BANK OF AMERICA	CLEANING SUPPLIES	4226 052513	4	1000-421-10-46	SUPPLIES-JANITORIAL	123.20	123.20
06/13	06/13/2013	87953	884	BANK OF AMERICA	MEM. CARD, BINDER	4226 052513	5	1000-421-10-46	SUPPLIES-SAFETY ITEMS	62.93	62.93
06/13	06/13/2013	87953	884	BANK OF AMERICA	BATTERY, MEM CARD	4226 052513	6	1000-421-10-45	INVESTIGATIVE FUNDS	57.42	57.42
06/13	06/13/2013	87953	884	BANK OF AMERICA	PVP, HP BLACK INK	4226 052513	7	1000-421-10-46	SUPPLIES-JANITORIAL	45.09	45.09
Total 4226 052513:										521.63	521.63
06/13	06/13/2013	87953	884	BANK OF AMERICA	KEY CUT	4259 052513	1	1000-421-10-46	SUPPLIES-GENERAL	1.91	1.91
Total 4259 052513:										1.91	1.91
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL, SHIRTS, LABEL, BIKE SE	4291 052513	1	1000-421-10-45	INVESTIGATIVE FUNDS	158.03	158.03
Total 4291 052513:										158.03	158.03
06/13	06/13/2013	87953	884	BANK OF AMERICA	SHELVING	4317 052513	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	301.85	301.85
06/13	06/13/2013	87953	884	BANK OF AMERICA	DRAGON NAT. SPEAKING	4317 052513	2	1000-421-10-45	INVESTIGATIVE FUNDS	225.69	225.69
Total 4317 052513:										527.54	527.54
06/13	06/13/2013	87953	884	BANK OF AMERICA	PALMER,C TRAINING	4728 052513	1	1000-1430-105	PREPAID - OTHER	800.00	800.00
Total 4728 052513:										800.00	800.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	WEB BUILDER	5203 052513	1	8404-430-10-48	DUES AND MEMBERSHIPS	21.90	21.90
Total 5203 052513:										21.90	21.90
06/13	06/13/2013	87953	884	BANK OF AMERICA	GLOVES	5442 052513	1	7110-430-42-46	SUPPLIES-GENERAL	73.19	73.19
06/13	06/13/2013	87953	884	BANK OF AMERICA	CONF. ENROLLMENT	5442 052513	2	7110-430-42-45	TRAVEL	125.00	125.00
Total 5442 052513:										198.19	198.19
06/13	06/13/2013	87953	884	BANK OF AMERICA	ANTENNA	6587 052513	1	7114-430-47-46	SUPPLIES - GENERAL	121.72	121.72
06/13	06/13/2013	87953	884	BANK OF AMERICA	BATTERY	6587 052513	2	7620-430-10-46	SUPPLIES-GENERAL	32.51	32.51
06/13	06/13/2013	87953	884	BANK OF AMERICA	TOOL, CABLE, ADAPTER	6587 052513	3	7114-430-47-46	SUPPLIES - GENERAL	322.79	322.79
06/13	06/13/2013	87953	884	BANK OF AMERICA	MOUNTING KIT	6587 052513	4	7114-430-47-46	SUPPLIES - GENERAL	31.85	31.85
06/13	06/13/2013	87953	884	BANK OF AMERICA	MOUNTING KIT	6587 052513	5	7110-430-42-46	SUPPLIES-GENERAL	31.85	31.85

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06/13	06/13/2013	87953	884	BANK OF AMERICA	MOUNTING BRACKET	6587 052513	6	7110-430-42-46	SUPPLIES-GENERAL	26.94	26.94
06/13	06/13/2013	87953	884	BANK OF AMERICA	MODULES	6587 052513	7	7114-430-47-46	SUPPLIES - GENERAL	365.89	365.89
Total 6587 052513:										933.55	933.55
06/13	06/13/2013	87953	884	BANK OF AMERICA	ELBOWS, COUPLINGS, PVC, TU	6933 052513	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	61.08	61.08
Total 6933 052513:										61.08	61.08
06/13	06/13/2013	87953	884	BANK OF AMERICA	VENT REGULATOR	7575 052513	1	7401-430-62-46	SUPPLIES-GENERAL	37.56	37.56
Total 7575 052513:										37.56	37.56
06/13	06/13/2013	87953	884	BANK OF AMERICA	FUEL	7979 052513	1	1000-422-10-46	GASOLINE	567.67	567.67
06/13	06/13/2013	87953	884	BANK OF AMERICA	POSTAGE	7979 052513	2	1000-422-10-46	POSTAGE	12.50	12.50
06/13	06/13/2013	87953	884	BANK OF AMERICA	BATTERIES	7979 052513	3	1000-422-10-46	SUPPLIES-GENERAL	35.86	35.86
06/13	06/13/2013	87953	884	BANK OF AMERICA	WORKSHOP,-MOORE, HERNAN	7979 052513	4	1000-422-10-45	TRAVEL	850.00	850.00
06/13	06/13/2013	87953	884	BANK OF AMERICA	BOOKS	7979 052513	5	1000-422-10-46	BOOKS AND PERIODICALS	143.56	143.56
06/13	06/13/2013	87953	884	BANK OF AMERICA	BOOKS	7979 052513	6	1000-422-29-46	BOOKS AND PERIODICALS	215.34	215.34
Total 7979 052513:										1,824.93	1,824.93
06/13	06/13/2013	87953	884	BANK OF AMERICA	POSTAGE	9363 052513	1	7110-430-42-46	SUPPLIES-GENERAL	9.25	9.25
06/13	06/13/2013	87953	884	BANK OF AMERICA	ENGINEER PAPER	9363 052513	2	7620-430-10-46	SUPPLIES-GENERAL	85.89	85.89
06/13	06/13/2013	87953	884	BANK OF AMERICA	WEB BULIDER	9363 052513	3	7620-430-10-48	DUES AND MEMBERSHIPS	21.90	21.90
06/13	06/13/2013	87953	884	BANK OF AMERICA	WIRE ORGANIZER	9363 052513	4	7620-430-10-46	SUPPLIES-GENERAL	32.24	32.24
06/13	06/13/2013	87953	884	BANK OF AMERICA		9363 052513	5	7110-430-42-45	TRAVEL	298.00	298.00
Total 9363 052513:										447.28	447.28
06/13	06/13/2013	87954	927	BAXTER AUTO PARTS IN	WELDING OF ROD	32121504	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	5.57	5.57
06/13	06/13/2013	87954	927	BAXTER AUTO PARTS IN	WELDING OF ROD	32121504	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.57	5.57
06/13	06/13/2013	87954	927	BAXTER AUTO PARTS IN	WELDING OF ROD	32121504	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.57	5.57
Total 32121504:										16.71	16.71
06/13	06/13/2013	87954	927	BAXTER AUTO PARTS IN	SILICONE	32121505	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	3.30	3.30
06/13	06/13/2013	87954	927	BAXTER AUTO PARTS IN	SILICONE	32121505	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.30	3.30
06/13	06/13/2013	87954	927	BAXTER AUTO PARTS IN	SILICONE	32121505	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.30	3.30

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Total 32121505:										9.90	9.90
06/13	06/13/2013	87955	68	BECKWITH MD, DAVID R	DMV PHYSICAL	052213	1	1000-416-10-43	PROFESSIONAL SVCS	100.00	100.00
Total 052213:										100.00	100.00
06/13	06/13/2013	87955	68	BECKWITH MD, DAVID R	DMV PHYSICAL I	060313	1	1000-416-10-43	PROFESSIONAL SVCS	100.00	100.00
Total 060313:										100.00	100.00
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	1	8402-413-30-45	PRINTING AND BINDING	60.33	60.33
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	2	8402-413-30-46	POSTAGE	19.92	19.92
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	3	8402-413-30-45	COMMUNICATIONS	64.54	64.54
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	4	8402-413-30-46	SUPPLIES-GENERAL	15.00	15.00
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	5	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,497.50	2,497.50
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	6	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-049	7	8402-413-30-45	TRAVEL	69.03	69.03
Total 2013-049:										3,226.32	3,226.32
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-050	1	8402-413-30-45	PRINTING AND BINDING	112.00	112.00
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-050	2	8402-413-30-46	POSTAGE	3.16	3.16
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-050	3	8402-413-30-45	COMMUNICATIONS	66.68	66.68
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-050	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,000.00	2,000.00
06/13	06/13/2013	87956	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	2013-050	5	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,272.50	1,272.50
Total 2013-050:										3,454.34	3,454.34
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	FITTINGS	269862	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	7.91	7.91
Total 269862:										7.91	7.91
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	BOLT, RODS	269924	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.58	11.58
Total 269924:										11.58	11.58
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	FASTENERS	270948	1	7110-430-42-46	SUPPLIES-GENERAL	6.33	6.33

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Total 270948:										6.33	6.33
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	NYLON TIES	271170	1	1000-452-20-46	SUPPLIES-GENERAL	3.38	3.38
Total 271170:										3.38	3.38
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	COUPLINGS	271515	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	6.56	6.56
Total 271515:										6.56	6.56
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	TRIMMER LINE	271593	1	1000-452-20-46	SUPPLIES-GENERAL	21.25	21.25
Total 271593:										21.25	21.25
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	DEEP WOODS OFF	272512	1	1000-452-20-46	SUPPLIES-GENERAL	7.25	7.25
Total 272512:										7.25	7.25
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	PVC CAP, THREADED PVC	272681	1	1000-452-20-46	SUPPLIES-GENERAL	4.75	4.75
Total 272681:										4.75	4.75
06/13	06/13/2013	87957	76	BILLINGTON ACE HARD	ELECTRICAL TAPE, PVC CAP	272720	1	7401-430-62-46	SUPPLIES-GENERAL	17.72	17.72
Total 272720:										17.72	17.72
06/13	06/13/2013	87958	7465		REFUND WATER DEPOSIT	10429100021	1	7110-2228-000	DEPOSITS-CUSTOMER	45.12	45.12
Total 10429100021:										45.12	45.12
06/13	06/13/2013	87958	7465		REFUND GAS DEPOSIT	10526800024	1	7401-2228-000	DEPOSITS-CUSTOMER	181.03	181.03
Total 10526800024:										181.03	181.03
06/13	06/13/2013	87959	7478		REFUND WATER DEPOSIT	10438050012	1	7110-2228-000	DEPOSITS-CUSTOMER	9.17	9.17
Total 10438050012:										9.17	9.17

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
06/13	06/13/2013	87959	7478		REFUND GAS DEPOSIT	10438050118	1	7401-2228-000	DEPOSITS-CUSTOMER	145.40	145.40
Total 10438050118:										145.40	145.40
06/13	06/13/2013	87960	1307	C&S WASTE SOLUTIONS	110 NORTH	110NORTH 060313	1	1000-452-20-44	DISPOSAL	185.03	185.03
Total 110NORTH 060313:										185.03	185.03
06/13	06/13/2013	87960	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE	470895CIRCLE060313	1	7530-451-52-44	DISPOSAL	185.03	185.03
Total 470895CIRCLE060313:										185.03	185.03
06/13	06/13/2013	87960	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 060313	1	1000-417-10-44	DISPOSAL	153.73	153.73
Total SVL2 060313:										153.73	153.73
06/13	06/13/2013	87960	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW	SVL5 060313	1	1000-452-20-44	DISPOSAL	185.03	185.03
Total SVL5 060313:										185.03	185.03
06/13	06/13/2013	87960	1307	C&S WASTE SOLUTIONS	1801 MAIN ST	SVL7 060313	1	1000-421-10-44	DISPOSAL	92.52	92.52
Total SVL7 060313:										92.52	92.52
06/13	06/13/2013	87961	7340	CALIFORNIA EMERGENC	6/16/13 TRAINING SMITH,B	061113	1	1000-422-10-45	TRAVEL	280.00	280.00
Total 061113:										280.00	280.00
06/13	06/13/2013	87962	115	CASELLE INC.	Software Support 7/1/13-7/31/13	49868	1	1000-1430-105	PREPAID - OTHER	1,258.00	1,258.00
Total 49868:										1,258.00	1,258.00
06/13	06/13/2013	87963	7477		REFUND WATER DEPOSIT	10529400020	1	7110-2228-000	DEPOSITS-CUSTOMER	35.10	35.10
Total 10529400020:										35.10	35.10
06/13	06/13/2013	87964	118	CBC INNOVIS INC	MEMBERSHIP DUES	3153003688	1	1000-417-10-48	DUES AND MEMBERSHIPS	10.00	10.00

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Total 3153003688:										10.00	10.00
06/13	06/13/2013	87965	7464		REFUND GAS DEPOSIT	10436750021	1	7401-2228-000	DEPOSITS-CUSTOMER	117.24	117.24
Total 10436750021:										117.24	117.24
06/13	06/13/2013	87966	148	COMPUTER LOGISTICS	2 HRS MONTLY MAINTENANCE	60207	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 60207:										220.00	220.00
06/13	06/13/2013	87966	148	COMPUTER LOGISTICS	EMAIL-IPHONE SUPPORT	60275	1	1000-417-10-43	TECHNICAL SVCS	286.60	286.60
Total 60275:										286.60	286.60
06/13	06/13/2013	87967	7469	COUNTRY SUNSHINE	REFUND GAS DEPOSIT	10107160001	1	7401-2228-000	DEPOSITS-CUSTOMER	34.48	34.48
Total 10107160001:										34.48	34.48
06/13	06/13/2013	87968	161	O'REILLY AUTO PARTS	CERAMIC PAD, SHINE CLOTH	2740244327	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	68.72	68.72
Total 2740244327:										68.72	68.72
06/13	06/13/2013	87968	161	O'REILLY AUTO PARTS	MEGACRIMP, HYD HOSE	2740245745	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	16.10	16.10
Total 2740245745:										16.10	16.10
06/13	06/13/2013	87968	161	O'REILLY AUTO PARTS	TRANSMISSION FLUID	2740245836	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	58.02	58.02
Total 2740245836:										58.02	58.02
06/13	06/13/2013	87968	161	O'REILLY AUTO PARTS	BRAKE GREASE, PRIMER	2740246522	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	111.29	111.29
Total 2740246522:										111.29	111.29
06/13	06/13/2013	87968	161	O'REILLY AUTO PARTS	ENGINE TREATMENT	2740247576	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	7.51	7.51
Total 2740247576:										7.51	7.51

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06/13	06/13/2013	87969	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	438333	1	7530-451-54-46	SUPPLIES GENERAL	16.80	16.80
Total 438333:										16.80	16.80
06/13	06/13/2013	87969	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	438715	1	7530-451-54-46	SUPPLIES GENERAL	50.90	50.90
Total 438715:										50.90	50.90
06/13	06/13/2013	87969	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	439002	1	7530-451-54-46	SUPPLIES GENERAL	10.00	10.00
Total 439002:										10.00	10.00
06/13	06/13/2013	87970	194	DIAMOND SAW SHOP IN	LABOR ON TRIMMER	11624	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	26.61	26.61
Total 11624:										26.61	26.61
06/13	06/13/2013	87971	219	ED STAUB & SONS PETR	357.3 UNLEADED GOLF COURS	0158752	1	7530-451-52-46	GASOLINE	1,308.44	1,308.44
Total 0158752:										1,308.44	1,308.44
06/13	06/13/2013	87971	219	ED STAUB & SONS PETR	5000 GAL UNLEADED	1193445	1	1000-1410-001	INVENTORIES-GASOLINE	17,343.64	17,343.64
06/13	06/13/2013	87971	219	ED STAUB & SONS PETR	5000 GAL UNLEADED	1193445	2	1000-1410-001	INVENTORIES-GASOLINE	99.45	99.45
Total 1193445:										17,443.09	17,443.09
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	FINAL BUDGET AD	00903520	1	8402-413-30-45	ADVERTISING	34.30	34.30
Total 00903520:										34.30	34.30
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	PRINTING METER CARDS	00903954	1	7110-430-42-46	SUPPLIES-GENERAL	216.56	216.56
Total 00903954:										216.56	216.56
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	RABIES CLINIC ADS 5/7/13&5/14	00907278	1	1000-421-10-46	SPAY/NEUTER CLINIC	112.80	112.80
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	RABIES CLINIC ADS 5/7/13&5/14	00907278	2	1000-421-10-46	SPAY/NEUTER CLINIC	112.80	112.80
Total 00907278:										225.60	225.60
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	MAGAZINE COLORED GOLF AD	00910385	1	7530-451-52-45	ADVERTISING	337.50	337.50

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Total 00910385:										337.50	337.50
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	BUS CARDS,	036764	1	1000-413-20-46	SUPPLIES-GENERAL	153.18	153.18
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	BUS CARDS,	036764	2	1000-415-10-46	SUPPLIES-GENERAL	76.60	76.60
Total 036764:										229.78	229.78
06/13	06/13/2013	87972	241	FEATHER PUBLISHING C	BUS. CARDS	036870	1	1000-452-20-46	SUPPLIES-GENERAL	62.62	62.62
Total 036870:										62.62	62.62
06/13	06/13/2013	87973	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	373000A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 373000A:										24.00	24.00
06/13	06/13/2013	87973	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	373001A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 373001A:										85.00	85.00
06/13	06/13/2013	87973	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	373002A	1	7110-430-42-43	TECHNICAL SVCS	312.00	312.00
Total 373002A:										312.00	312.00
06/13	06/13/2013	87974	7480		REFUND GAS DEPOSIT	10308150006	1	7401-2228-000	DEPOSITS-CUSTOMER	68.75	68.75
Total 10308150006:										68.75	68.75
06/13	06/13/2013	87975	258	FCCCHR	MEMBERSHIP THROUGH 6/30/1	10343	1	1000-1430-105	PREPAID - OTHER	165.00	165.00
Total 10343:										165.00	165.00
06/13	06/13/2013	87976	7467	FREEMAN, BRANDON	REFUND WATER DEPOSIT	10404500008	1	7110-2228-000	DEPOSITS-CUSTOMER	43.88	43.88
Total 10404500008:										43.88	43.88
06/13	06/13/2013	87977	265	FRONTIER - IRREGULAR	257-1033 PARKS	1033 060513	1	1000-452-20-45	COMMUNICATIONS	153.06	153.06

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Total 1033 060513:										153.06	153.06
06/13	06/13/2013	87977	265	FRONTIER - IRREGULAR	257-1041 P/W ADMIN	1041 060513	1	7620-430-10-45	COMMUNICATIONS	266.79	266.79
Total 1041 060513:										266.79	266.79
06/13	06/13/2013	87977	265	FRONTIER - IRREGULAR	257-1051 P/W STREETS	1051 060513	1	7620-430-10-45	COMMUNICATIONS	31.31	31.31
Total 1051 060513:										31.31	31.31
06/13	06/13/2013	87977	265	FRONTIER - IRREGULAR	257-2520 GOLF COURSE	2520 060113	1	7530-451-52-45	COMMUNICATIONS	322.62	322.62
Total 2520 060113:										322.62	322.62
06/13	06/13/2013	87977	265	FRONTIER - IRREGULAR	257-2960 HVAC/ELEVATOR LIN	2960 060513	1	1000-417-10-45	COMMUNICATIONS	29.24	29.24
Total 2960 060513:										29.24	29.24
06/13	06/13/2013	87978	1289	FULL SPECTRUM INC	TECH SUPPORT 1 YR	20130510	1	7110-430-42-43	TECHNICAL SVCS	291.67	291.67
06/13	06/13/2013	87978	1289	FULL SPECTRUM INC	TECH SUPPORT 1 YR	20130510	2	7401-430-62-43	TECHNICAL SVCS	291.67	291.67
06/13	06/13/2013	87978	1289	FULL SPECTRUM INC	TECH SUPPORT 1 YR	20130510	3	1000-1430-105	PREPAID - OTHER	116.66	116.66
Total 20130510:										700.00	700.00
06/13	06/13/2013	87979	7468		REFUND WATER DEPOSIT	10224850023	1	7110-2228-000	DEPOSITS-CUSTOMER	33.71	33.71
Total 10224850023:										33.71	33.71
06/13	06/13/2013	87980	1148	GREATAMERICA FINANC	COPIER LEASE 7/12 - 6/13	13780736	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	590.00	590.00
Total 13780736:										590.00	590.00
06/13	06/13/2013	87981	7476		REFUND WATER DEPOSIT	10234600018	1	7110-2228-000	DEPOSITS-CUSTOMER	59.95	59.95
Total 10234600018:										59.95	59.95
06/13	06/13/2013	87982	324	IDAHO GROCERY	LIVE FIRE EXCERCISE	19898	1	1000-422-29-46	FOOD	80.27	80.27

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Total 19898:										80.27	80.27
06/13	06/13/2013	87982	324	IDAHO GROCERY	DINNER NIGHT - FOOD	19903	1	1000-422-29-46	FOOD	41.10	41.10
Total 19903:										41.10	41.10
06/13	06/13/2013	87983	1362	IRON MOUNTAIN INFO. M	SHREDDING FOR P/D	HBA8544	1	1000-421-10-44	DISPOSAL	109.05	109.05
Total HBA8544:										109.05	109.05
06/13	06/13/2013	87984	335	J.W. WOOD CO INC	TOILETS	S061046	1	1000-452-20-47	MACHINERY AND EQUIPMENT	4,283.72	4,283.72
Total S061046:										4,283.72	4,283.72
06/13	06/13/2013	87984	335	J.W. WOOD CO INC	PVC, PIPE	S063158	1	1000-452-20-46	SUPPLIES-GENERAL	69.08	69.08
Total S063158:										69.08	69.08
06/13	06/13/2013	87985	228	KENNY SNOWDEN & NO	LAFCO LEGAL EXPENSES 4/13	86578	1	8402-413-30-43	OFFICIAL/ADMINISTRATIVE SV	42.00	42.00
Total 86578:										42.00	42.00
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL, FUEL FILTER, AIR FILTER	172557	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	115.11	115.11
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL, FUEL FILTER, AIR FILTER	172557	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	45.56	45.56
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL, FUEL FILTER, AIR FILTER	172557	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	307.98	307.98
Total 172557:										468.65	468.65
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	RADIATOR CAP	174076	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	4.95	4.95
Total 174076:										4.95	4.95
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	ALLIGATOR CLIPS	174161	1	7620-430-10-46	SUPPLIES-GENERAL	3.32	3.32
Total 174161:										3.32	3.32
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	CHAIN ROLLER, LUBE	174310	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	45.01	45.01

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Total 174310:										45.01	45.01
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	DUST CAP	175004	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.38	5.38
Total 175004:										5.38	5.38
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	CIRCUIT BREAKERS	175125	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	20.21	20.21
Total 175125:										20.21	20.21
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	HYD OIL, FUEL FILTER, VALVE	175256	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	180.00	180.00
Total 175256:										180.00	180.00
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	MULTI PURPOSE	175261	1	1000-422-50-43	VOLUNTEERS-OUT OF AREA FI	28.79	28.79
Total 175261:										28.79	28.79
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL	175308	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	6.44	6.44
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL	175308	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	6.44	6.44
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL	175308	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.45	6.45
Total 175308:										19.33	19.33
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	AIR FILTER, FUNNEL, SPOUT	175570	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	3.98	3.98
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	AIR FILTER, FUNNEL, SPOUT	175570	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.98	3.98
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	AIR FILTER, FUNNEL, SPOUT	175570	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.99	3.99
Total 175570:										11.95	11.95
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	STARTER, CORE DEPOSIT	175577	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	148.31	148.31
Total 175577:										148.31	148.31
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	FIX A FLAT, BELT	175647	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	17.55	17.55
Total 175647:										17.55	17.55

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06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	GLOVES	175648	1	1000-452-20-46	SUPPLIES-GENERAL	15.79	15.79
Total 175648:										15.79	15.79
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	HI/PWR VALVE	175651	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	9.66	9.66
Total 175651:										9.66	9.66
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	HI/PWR VALVE	175657	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	.32-	.32-
Total 175657:										.32-	.32-
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	STARTER SOLENDID	175749	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	20.84	20.84
Total 175749:										20.84	20.84
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	CORE DEPOSIT CREDIT	175761	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	40.85-	40.85-
Total 175761:										40.85-	40.85-
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	FITTINGS, BATTERY	176503	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	169.59	169.59
Total 176503:										169.59	169.59
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	OIL	176579	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	16.68	16.68
Total 176579:										16.68	16.68
06/13	06/13/2013	87986	411	LASSEN MOTOR PARTS	AIR FILTER, BATTERY	176660	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	157.36	157.36
Total 176660:										157.36	157.36
06/13	06/13/2013	87987	412	LASSEN REGIONAL SOLI	DUMP FEES	614364	1	2007-431-20-44	DISPOSAL	2.32	2.32
Total 614364:										2.32	2.32
06/13	06/13/2013	87987	412	LASSEN REGIONAL SOLI	DUMP FEES	614394	1	2007-431-20-44	DISPOSAL	2.48	2.48

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Total 614394:										2.48	2.48
06/13	06/13/2013	87988	413	LASSEN TIRE	#84 BRAKES, OIL & FILTER	48504	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	224.20	224.20
Total 48504:										224.20	224.20
06/13	06/13/2013	87988	413	LASSEN TIRE	#80 BRAKES AND OIL CHANGE	48505	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	247.11	247.11
Total 48505:										247.11	247.11
06/13	06/13/2013	87988	413	LASSEN TIRE	TOW VEHICLE	52701	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	95.00	95.00
Total 52701:										95.00	95.00
06/13	06/13/2013	87989	413	SUSANVILLE TOWING	#87 OIL CHANGE	48386	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	476.42	476.42
Total 48386:										476.42	476.42
06/13	06/13/2013	87990	425	LES SCHWAB TIRE CENT	WHHEL BARREL REPAIR	60400039020	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	9.32	9.32
Total 60400039020:										9.32	9.32
06/13	06/13/2013	87991	437	LMUD	LASSEN COLLEGE WELL #5	120270 052813	1	7110-430-42-46	ELECTRICITY	556.57	556.57
Total 120270 052813:										556.57	556.57
06/13	06/13/2013	87991	437	LMUD	SOUTH ST - PUBLIC WORKS O	14590 052813	1	7620-430-10-46	ELECTRICITY	447.92	447.92
Total 14590 052813:										447.92	447.92
06/13	06/13/2013	87991	437	LMUD	ROOSEVELT POOL	1744 052813	1	1000-452-20-46	ELECTRICITY	15.82	15.82
Total 1744 052813:										15.82	15.82
06/13	06/13/2013	87991	437	LMUD	RIVERSIDE PARK	1999 052813	1	1000-452-20-46	ELECTRICITY	26.03	26.03
Total 1999 052813:										26.03	26.03

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06/13	06/13/2013	87991	437	LMUD	CADY SPRINGS	26784 052813	1	7110-430-42-46	ELECTRICITY	21.78	21.78
Total 26784 052813:										21.78	21.78
06/13	06/13/2013	87991	437	LMUD	RICHMOND RD BRIDGE	35094 052813	1	2007-431-60-46	ELECTRICITY	222.47	222.47
Total 35094 052813:										222.47	222.47
06/13	06/13/2013	87991	437	LMUD	720 SOUTH ST TANK	38646 052813	1	7620-430-10-46	ELECTRICITY	10.00	10.00
Total 38646 052813:										10.00	10.00
06/13	06/13/2013	87991	437	LMUD	SPRING RIDGE BOOSTER	55754 052813	1	7110-430-42-46	ELECTRICITY	597.43	597.43
Total 55754 052813:										597.43	597.43
06/13	06/13/2013	87991	437	LMUD	RIVERSIDE PARK LIGHT	9501 052813	1	1000-452-20-46	ELECTRICITY	310.75	310.75
Total 9501 052813:										310.75	310.75
06/13	06/13/2013	87991	437	LMUD	GEOTHERMAL PUMP #2	9503 052813	1	7301-430-52-46	ELECTRICITY	34.08	34.08
Total 9503 052813:										34.08	34.08
06/13	06/13/2013	87991	437	LMUD	GEOTHERMAL HOSPITAL LANE	9963 052813	1	7301-430-52-46	ELECTRICITY	10.00	10.00
Total 9963 052813:										10.00	10.00
06/13	06/13/2013	87992	7479		REFUND WATER DEPOSIT	10308350005	1	7110-2228-000	DEPOSITS-CUSTOMER	16.48	16.48
06/13	06/13/2013	87992	7479		REFUND GAS DEPOSIT	10308350005	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10308350005:										216.48	216.48
06/13	06/13/2013	87993	7474		REFUND WATER DEPOSIT	10501100018	1	7110-2228-000	DEPOSITS-CUSTOMER	14.18	14.18
Total 10501100018:										14.18	14.18
06/13	06/13/2013	87994	452	MARTIN SECURITY SYST	MONTHLY MONITORING CHAR	022194	1	7620-430-10-43	TECHNICAL SVCS	28.00	28.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 022194:										28.00	28.00
06/13	06/13/2013	87994	452	MARTIN SECURITY SYST	60 N LASSEN 6/2013	1316	1	1000-417-10-43	TECHNICAL SVCS	43.00	43.00
Total 1316:										43.00	43.00
06/13	06/13/2013	87995	7463		REFUND WATER DEPOSIT	1031585004	1	7110-2228-000	DEPOSITS-CUSTOMER	13.89	13.89
Total 1031585004:										13.89	13.89
06/13	06/13/2013	87996	7475		REFUND GAS DEPOSIT	10520270009	1	7401-2228-000	DEPOSITS-CUSTOMER	44.45	44.45
Total 10520270009:										44.45	44.45
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	COMM SVCS LINEN SERVICES	250154572	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250154572:										12.83	12.83
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	COMM SVCS LINEN SERVICES	250155872	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250155872:										12.83	12.83
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	P/W LINEN SERVICES 06/11/13	250157153	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	63.48	63.48
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	P/W LINEN SERVICES 06/11/13	250157153	2	7620-430-10-46	SUPPLIES-JANITORIAL	86.00	86.00
Total 250157153:										149.48	149.48
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	GAS LINEN SERVICES 06/11/13	250157155	1	7401-430-62-44	LINEN SERVICES	68.93	68.93
Total 250157155:										68.93	68.93
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	WATER LINEN SERVICES 06/11/	250157156	1	7110-430-42-44	LINEN SERVICE	56.08	56.08
Total 250157156:										56.08	56.08
06/13	06/13/2013	87997	481	MISSION LINEN & UNIFO	STREETS LINEN SERVICES 06/	250157157	1	2007-431-20-44	LINEN SERVICE	6.68	6.68

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 250157157:										6.68	6.68
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	327979	1	7530-451-54-46	SUPPLIES GENERAL	48.14-	48.14-
Total 327979:										48.14-	48.14-
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328504B	1	7530-451-54-46	SUPPLIES GENERAL	166.90	166.90
Total 328504B:										166.90	166.90
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328643A	1	7530-451-54-46	SUPPLIES GENERAL	427.65	427.65
Total 328643A:										427.65	427.65
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328737A	1	7530-451-54-46	SUPPLIES GENERAL	36.80	36.80
Total 328737A:										36.80	36.80
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328786A	1	7530-451-54-46	SUPPLIES GENERAL	410.47	410.47
Total 328786A:										410.47	410.47
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328821	1	7530-451-54-46	SUPPLIES GENERAL	4.53	4.53
Total 328821:										4.53	4.53
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328821A	1	7530-451-54-46	SUPPLIES GENERAL	15.56	15.56
Total 328821A:										15.56	15.56
06/13	06/13/2013	87998	488	MORNING GLORY	GOLF COURSE RESTURANT F	328856A	1	7530-451-54-46	SUPPLIES GENERAL	116.81	116.81
Total 328856A:										116.81	116.81
06/13	06/13/2013	87999	1186	OPIS	MEMBERSHIP DUES	178399 060713	1	7401-430-62-48	DUES AND MEMBERSHIPS	98.80	98.80
06/13	06/13/2013	87999	1186	OPIS	MEMBERSHIP DUES	178399 060713	2	7401-1430-105	PRE-PAID OTHER	494.00	494.00

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 178399 060713:										592.80	592.80
06/13	06/13/2013	88000	532	OLD DOMINION BRUSH	HEX NUT, RUBBER RUNNER	0043121	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	2,448.82	2,448.82
Total 0043121:										2,448.82	2,448.82
06/13	06/13/2013	88001	546	PAYLESS BUILDING SUP	TOP RAIL	2451090	1	1000-452-20-46	SUPPLIES-GENERAL	2.03	2.03
Total 2451090:										2.03	2.03
06/13	06/13/2013	88002	572	QUILL CORPORATION	INK CARTRIDGES	3099470	1	1000-417-10-46	SUPPLIES-GENERAL	474.04	474.04
Total 3099470:										474.04	474.04
06/13	06/13/2013	88003	579		REIMBURSE HEALTH INS - SIC	060513	1	7610-2229-002	RETIREE SICK LEAVE BANK PA	661.15	661.15
Total 060513:										661.15	661.15
06/13	06/13/2013	88004	582	RAY MORGAN CO INC	UPSTAIRS COPIER-07/13	442662	1	1000-1430-105	PREPAID - OTHER	181.81	181.81
06/13	06/13/2013	88004	582	RAY MORGAN CO INC	DOWNSTAIRS COPIER-07/13	442662	2	1000-1430-105	PREPAID - OTHER	134.41	134.41
06/13	06/13/2013	88004	582	RAY MORGAN CO INC	POLICE COPIER 7/13	442662	3	1000-1430-105	PREPAID - OTHER	79.11	79.11
Total 442662:										395.33	395.33
06/13	06/13/2013	88005	1384		REIM FOR FIRST RESPONDER	060313	1	1000-422-29-45	TRAINING	133.00	133.00
Total 060313:										133.00	133.00
06/13	06/13/2013	88006	1259	SIERRA AUCTION & TRAI	LIGHT	705618	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.96	3.96
Total 705618:										3.96	3.96
06/13	06/13/2013	88007	1076	SIERRA COFFEE AND BE	PUBLIC WORKS WATER SVCS	40724	1	7620-430-10-46	SUPPLIES-GENERAL	34.65	34.65
Total 40724:										34.65	34.65
06/13	06/13/2013	88007	1076	SIERRA COFFEE AND BE	CITY HALL SERVICE 060513	40726	1	1000-417-10-46	SUPPLIES-GENERAL	34.65	34.65

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 40726:										34.65	34.65
06/13	06/13/2013	88008	1270	SILVER STATE BARRICA	WHITE PAINT, GLASS BEADS	68226	1	2007-431-20-46	SUPPLIES-GENERAL	1,279.50	1,279.50
Total 68226:										1,279.50	1,279.50
06/13	06/13/2013	88008	1270	SILVER STATE BARRICA	PAINT FOR SPRAYER	68371	1	2007-431-20-46	SUPPLIES-GENERAL	59.50	59.50
Total 68371:										59.50	59.50
06/13	06/13/2013	88008	1270	SILVER STATE BARRICA	WHITE PAINT	68420	1	2007-431-20-46	SUPPLIES-GENERAL	1,960.00	1,960.00
Total 68420:										1,960.00	1,960.00
06/13	06/13/2013	88009	1265	SUSANVILLE PAINT CEN	OIL BASE PAINT	10036	1	1000-452-20-46	SUPPLIES-GENERAL	34.47	34.47
Total 10036:										34.47	34.47
06/13	06/13/2013	88010	685	SUSANVILLE SUPERMAR	DINNER NIGHT	21422	1	1000-422-29-46	FOOD	76.21	76.21
Total 21422:										76.21	76.21
06/13	06/13/2013	88010	685	SUSANVILLE SUPERMAR	WILDLAND DAY	23080	1	1000-422-29-46	FOOD	16.45	16.45
Total 23080:										16.45	16.45
06/13	06/13/2013	88010	685	SUSANVILLE SUPERMAR	DRILL NIGHT	23441	1	1000-422-29-46	FOOD	136.02	136.02
Total 23441:										136.02	136.02
06/13	06/13/2013	88010	685	SUSANVILLE SUPERMAR	FIRE TRAINING	24529	1	1000-422-29-46	FOOD	170.33	170.33
Total 24529:										170.33	170.33
06/13	06/13/2013	88011	1002	SUSANVILLE VOLUNTEE	REIM FOR MATERIALS FOR LIV	060313	1	1000-422-29-45	TRAINING	1,763.60	1,763.60
Total 060313:										1,763.60	1,763.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/13	06/13/2013	88011	1002	SUSANVILLE VOLUNTEE	REIM FOR LIVE FIRE BREAKFA	06032013	1	1000-422-29-46	FOOD	75.00	75.00
Total 06032013:										75.00	75.00
06/13	06/13/2013	88012	1009	TALLEY INC	BRACKET	10132575	1	7114-430-47-46	SUPPLIES - GENERAL	108.76	108.76
Total 10132575:										108.76	108.76
06/13	06/13/2013	88013	7470		REFUND WATER DEPOSIT	10321050013	1	7110-2228-000	DEPOSITS-CUSTOMER	63.14	63.14
Total 10321050013:										63.14	63.14
06/13	06/13/2013	88014	1244	TITLEIST	GOLF BALLS	1737485	1	7530-451-55-46	SUPPLIES - GENERAL	222.00	222.00
Total 1737485:										222.00	222.00
06/13	06/13/2013	88014	1244	TITLEIST	GOLF BALLS	1740652	1	7530-451-55-46	SUPPLIES - GENERAL	720.79	720.79
Total 1740652:										720.79	720.79
06/13	06/13/2013	88015	530	U.S. BANK EQUIPMENT F	COPIER - CITY HALL (UPSTAIR	229891841	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	296.33	296.33
06/13	06/13/2013	88015	530	U.S. BANK EQUIPMENT F	COPIER - CITY HALL (DOWNST	229891841	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	400.91	400.91
06/13	06/13/2013	88015	530	U.S. BANK EQUIPMENT F	COPIER - POLICE	229891841	3	1000-421-10-44	RENT & LEASES EQUIP & VEHI	174.32	174.32
Total 229891841:										871.56	871.56
06/13	06/13/2013	88016	770	WESTERN NEVADA SUP	SOLENOID, GASKET	65505541	1	7110-430-42-46	SUPPLIES-GENERAL	102.88	102.88
Total 65505541:										102.88	102.88
06/13	06/13/2013	88016	770	WESTERN NEVADA SUP	HANDWHEEL VALVE	65534569	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	120.77	120.77
Total 65534569:										120.77	120.77
06/13	06/13/2013	88017	7362	WHEELER, TAMMY	REIM FOR G/C REST. SUPPLIE	060713	1	7530-451-54-46	SUPPLIES GENERAL	7.53	7.53
06/13	06/13/2013	88017	7362	WHEELER, TAMMY	REIM FOR G/C REST. SUPPLIE	060713	2	7530-451-54-46	SUPPLIES GENERAL	4.23	4.23
06/13	06/13/2013	88017	7362	WHEELER, TAMMY	REIM FOR G/C REST. SUPPLIE	060713	3	7530-451-54-46	SUPPLIES GENERAL	3.00	3.00

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 060713:										14.76	14.76
06/13	06/13/2013	88017	7362	WHEELER, TAMMY	PER CONTRACT GOLF COURS	061313	1	7530-451-54-43	TECHNICAL SERVICES	1,500.00	1,500.00
Total 061313:										1,500.00	1,500.00
06/13	06/13/2013	88018	1288	WITTEK GOLF SUPPLY C	GREEN GOLF PENCILS	295548	1	7530-451-55-46	SUPPLIES - GENERAL	93.01	93.01
Total 295548:										93.01	93.01
06/13	06/13/2013	88019	1213	YAMAHA GOLF-CAR CO	GOFL CARTS LEASE 06/15/13	499099	1	7530-451-56-44	RENTS AND LEASES EQUIPME	4,627.88	4,627.88
Total 499099:										4,627.88	4,627.88
Grand Totals:										77,788.42	77,788.42

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

M = Manual Check, V = Void Check

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
06/13	06/18/2013	88020	728	U S POSTMASTER	GAS BILLING POSTAGE	061813	1	7401-430-62-46	POSTAGE	363.83	363.83
06/13	06/18/2013	88020	728	U S POSTMASTER	WATER BILLING POSTAGE	061813	2	7110-430-42-46	POSTAGE	706.27	706.27
Total 061813:										1,070.10	1,070.10
06/13	06/18/2013	88021	1400		TR EX SAC. TRAINING CDBG H	061713	1	1000-413-20-45	TRAVEL	250.10	250.10
Total 061713:										250.10	250.10
Grand Totals:										1,320.20	1,320.20

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
06/13	06/20/2013	88022	817	ADAMSON POLICE PROD	AMMO	103858	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	442.90	442.90
Total 103858:										442.90	442.90
06/13	06/20/2013	88022	817	ADAMSON POLICE PROD	AMMO	104538	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	78.89	78.89
Total 104538:										78.89	78.89
06/13	06/20/2013	88023	21	AIRGAS USA, LLC	CHLORINE	9910032486	1	7110-430-42-46	SUPPLIES-GENERAL	60.45	60.45
06/13	06/20/2013	88023	21	AIRGAS USA, LLC	CHLORINE	9910032486	2	7401-430-62-46	SUPPLIES-GENERAL	59.52	59.52
06/13	06/20/2013	88023	21	AIRGAS USA, LLC	CHLORINE	9910032486	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	63.12	63.12
06/13	06/20/2013	88023	21	AIRGAS USA, LLC	CHLORINE	9910032486	4	7110-430-42-44	REPAIR AND MAINTENANCE-V	63.12	63.12
06/13	06/20/2013	88023	21	AIRGAS USA, LLC	CHLORINE	9910032486	5	7401-430-62-44	REPAIR AND MAINT-VEHICLE	63.13	63.13
Total 9910032486:										309.34	309.34
06/13	06/20/2013	88024	68	BECKWITH MD, DAVID R	FIRE FIGHTER QUESTIONARE-	060513	1	1000-422-10-43	PROFESSIONAL SVCS	150.00	150.00
Total 060513:										150.00	150.00
06/13	06/20/2013	88025	69	BEE LINE TRUCKING	BACKHOE RENTAL 04/28/13-05	130531	1	2007-431-20-44	RENT & LEASES EQUIP & VEHI	2,400.00	2,400.00
Total 130531:										2,400.00	2,400.00
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	ENGRAVER ELECTRIC DREMM	273049	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	26.11	26.11
Total 273049:										26.11	26.11
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	PLUG, EXT CORD	273391	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	70.61	70.61
Total 273391:										70.61	70.61
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	SCRAPERS	273646	1	2007-431-20-46	SUPPLIES-GENERAL	20.30	20.30

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 273646:										20.30	20.30
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	U BOLTS	273694	1	7401-430-62-46	SUPPLIES-GENERAL	20.05	20.05
Total 273694:										20.05	20.05
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	DUCT W/CONNECT	273750	1	7401-430-62-46	SUPPLIES-GENERAL	8.70	8.70
Total 273750:										8.70	8.70
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	CLAMPS FOR DRYER VENT	273752	1	7401-430-62-46	SUPPLIES-GENERAL	19.31	19.31
Total 273752:										19.31	19.31
06/13	06/20/2013	88026	76	BILLINGTON ACE HARD	DRYER VENT DUCT	273770	1	7401-430-62-46	SUPPLIES-GENERAL	21.27	21.27
Total 273770:										21.27	21.27
06/13	06/20/2013	88027	7486		REFUND GAS DEPOSIT	10324102404	1	7401-2228-000	DEPOSITS-CUSTOMER	194.81	194.81
Total 10324102404:										194.81	194.81
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	1505 MAIN 060313	1	1000-422-10-44	DISPOSAL	153.73	153.73
Total 1505 MAIN 060313:										153.73	153.73
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLC BUEHLER 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLC BUEHLER 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLC DIAMNDMTN 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLC DIAMNDMTN 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LSN HO	PLC LSNHOTEL2 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLC LSNHOTEL2 060313:										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
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - POST O	PLC POSTOFFICE 60313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLC POSTOFFICE 60313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VET'S M	PLC VETSMEM 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLC VETSMEM 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAIN 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLC600MAIN 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 060313	1	2007-431-20-44	DISPOSAL	18.19	18.19
Total PLCBOFA 060313:										18.19	18.19
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCELKSLODGE 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTYMILL 60313	1	2007-431-20-44	DISPOSAL	18.19	18.19
Total PLCFROSTYMILL 60313:										18.19	18.19
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 60313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCGROCERYOUT 60313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KIMS KI	PLCKIMSKITCHEN 60313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCKIMSKITCHEN 60313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCH 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCKNOCH 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LASSEN	PLCLASSENHS 060313	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
Total PLCLASSENHS 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LESLIE'	PLCLESLIES 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCLESLIES 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTER 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCLVCHARTER 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSEN 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCMTLASSEN 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSENPLZ 6031	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCMTLASSENPLZ 60313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERA 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCPANCERA 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCSIERRAJWLR 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHTR 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCSIERRATHTR 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - STATE	PLCSTATEFARM 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCSTATEFARM 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLERE 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCSVILLERE 060313:										36.38	36.38

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06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPK 060313	1	2007-431-20-44	DISPOSAL	36.38	36.38
Total PLCUPTOWNPK 060313:										36.38	36.38
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	925 SIERRA ST	SVL15 060313	1	7401-430-62-44	DISPOSAL	153.73	153.73
Total SVL15 060313:										153.73	153.73
06/13	06/20/2013	88028	1307	C&S WASTE SOLUTIONS	720 SOUTH ST/SHOP	SVL8 060313	1	7620-430-10-44	DISPOSAL	146.65	146.65
Total SVL8 060313:										146.65	146.65
06/13	06/20/2013	88029	7490		REFUND WATER OVERPAYME	10529400020	1	9999-1001-001	CASH CLEARING - UTILITIES	35.96	35.96
Total 10529400020:										35.96	35.96
06/13	06/20/2013	88030	7487	DEPT. OF PUBLIC HEALT	GRADE D3 WATER DIST CERT.	060613	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	90.00	90.00
Total 060613:										90.00	90.00
06/13	06/20/2013	88031	194	DIAMOND SAW SHOP IN	SHARPENING	11652	1	2007-431-20-46	SUPPLIES-GENERAL	5.00	5.00
Total 11652:										5.00	5.00
06/13	06/20/2013	88032	7293	DIG IT CONSTRUCTION	CONTRACTOR WON BID 2012 R	061813	1	3019-431-20-44	CONSTRUCTION SERVICE	924,248.63	924,248.63
Total 061813:										924,248.63	924,248.63
06/13	06/20/2013	88033	7488		REFUND GAS DEPOSIT	10428800010	1	7401-2228-000	DEPOSITS-CUSTOMER	84.27	84.27
Total 10428800010:										84.27	84.27
06/13	06/20/2013	88034	238	FASTENAL COMPANY	AIR HOSE FITTINGS	52816	1	1000-422-10-46	SUPPLIES-GENERAL	9.32	9.32
Total 52816:										9.32	9.32
06/13	06/20/2013	88035	241	FEATHER PUBLISHING C	#10 ENVELOPES	00904001	1	1000-425-20-45	PRINTING AND BINDING	63.31	63.31

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 00904001:										63.31	63.31
06/13	06/20/2013	88035	241	FEATHER PUBLISHING C	FIRE FIGHTER1 AD 4/30/13-5/1/	00904667	1	1000-416-10-45	ADVERTISING	36.00	36.00
Total 00904667:										36.00	36.00
06/13	06/20/2013	88035	241	FEATHER PUBLISHING C	HUSA ANNUAL REPORT 6/11/13	PO#7572	1	1000-411-40-45	ADVERTISING	127.40	127.40
Total PO#7572:										127.40	127.40
06/13	06/20/2013	88035	241	FEATHER PUBLISHING C	FIREWORKS ORDIANCE 6/4/13	PO#7573	1	1000-411-40-45	ADVERTISING	76.00	76.00
Total PO#7573:										76.00	76.00
06/13	06/20/2013	88035	241	FEATHER PUBLISHING C	PO#7577 USE PERMIT 63& 67 N	PO#7577	1	1000-419-10-45	ADVERTISING	41.65	41.65
Total PO#7577:										41.65	41.65
06/13	06/20/2013	88036	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	373136A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00
Total 373136A:										133.00	133.00
06/13	06/20/2013	88037	1199	FLOYD A BOYD CO.	MOWER SUPPLIES	103995	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	497.03	497.03
Total 103995:										497.03	497.03
06/13	06/20/2013	88037	1199	FLOYD A BOYD CO.	CYLINDER FOR MOWER	515913	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	253.45	253.45
Total 515913:										253.45	253.45
06/13	06/20/2013	88038	257	FOREST OFFICE EQUIP	STAPLE CART	9790	1	7620-430-10-46	SUPPLIES-GENERAL	49.28	49.28
Total 9790:										49.28	49.28
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-0315 AWOS AIRPORT	0315 061513	1	7201-430-81-45	COMMUNICATIONS	31.07	31.07
Total 0315 061513:										31.07	31.07

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 DSL SERVICE	1000 060513	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 ADMIN FAX	1000 060513	2	1000-413-20-45	COMMUNICATIONS	.13	.13
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 CITY CLERK FAX	1000 060513	3	1000-411-40-45	COMMUNICATIONS	.13	.13
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 ADMIN	1000 060513	4	1000-413-20-45	COMMUNICATIONS	14.62	14.62
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 CITY CLERK	1000 060513	5	1000-411-40-45	COMMUNICATIONS	9.80	9.80
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 FINANCE	1000 060513	6	1000-415-10-45	COMMUNICATIONS	9.80	9.80
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 COMM DEVELOPMEN	1000 060513	7	1000-419-10-45	COMMUNICATIONS	9.80	9.80
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 CITY HALL	1000 060513	8	1000-417-10-45	COMMUNICATIONS	110.85	110.85
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 GAS - DEBIT MACHIN	1000 060513	9	7401-430-62-45	COMMUNICATIONS	24.15	24.15
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1000 WATER - DEBIT MACH	1000 060513	10	7110-430-42-45	COMMUNICATIONS	24.15	24.15
Total 1000 060513:										348.43	348.43
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-1182 NAT GAS TELEMETRY	1182 061013	1	7401-430-62-45	COMMUNICATIONS	29.24	29.24
Total 1182 061013:										29.24	29.24
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	252-1182 WATER SCADA	21182 061013	1	7110-430-42-45	COMMUNICATIONS	279.62	279.62
Total 21182 061013:										279.62	279.62
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	252-4247 LASSEN CO AIR POLL	24247 061013	1	7620-430-10-45	COMMUNICATIONS	138.89	138.89
Total 24247 061013:										138.89	138.89
06/13	06/20/2013	88039	265	FRONTIER - IRREGULAR	257-3292 MUSEUM	3292 061013	1	1000-451-80-45	COMMUNICATION	72.78	72.78
Total 3292 061013:										72.78	72.78
06/13	06/20/2013	88040	1289	FULL SPECTRUM INC	PROGRAMING NORTH ST PRV	20130610	1	7114-430-47-43	TECHNICAL SERVICES	2,530.00	2,530.00
Total 20130610:										2,530.00	2,530.00
06/13	06/20/2013	88041	7491		REFUND WATER DEPOSIT	10331150003	1	7110-2228-000	DEPOSITS-CUSTOMER	46.05	46.05
06/13	06/20/2013	88041	7491		REFUND GAS DEPOSIT	10331150003	2	7401-2228-000	DEPOSITS-CUSTOMER	75.00	75.00
Total 10331150003:										121.05	121.05
06/13	06/20/2013	88042	286		REIMBURSE HEALTH INS - SIC	061713	1	7610-2229-002	RETIREE SICK LEAVE BANK PA	436.50	436.50

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Total 061713:										436.50	436.50
06/13	06/20/2013	88043	7483		REFUND GAS DEPOSIT	10527150005	1	7401-2228-000	DEPOSITS-CUSTOMER	19.49	19.49
Total 10527150005:										19.49	19.49
06/13	06/20/2013	88044	1380	HAUGE BRUECK ASSOCI	LABOR 4/28/13-6/6/13	130015	1	3025-417-10-43	PROFESSIONAL SERVCES	3,966.72	3,966.72
Total 130015:										3,966.72	3,966.72
06/13	06/20/2013	88045	1038	HELENA CHEMICAL COM	MILESTONE	98297878	1	7201-430-81-46	SUPPLIES - GENERAL	99.96	99.96
Total 98297878:										99.96	99.96
06/13	06/20/2013	88046	389	LASSEN CO AUDITOR	ANIMAL CONTROL THRU 1/1/13	060613	1	1000-421-10-45	ANIMAL CONTROL CONTRACT	21,288.52	21,288.52
06/13	06/20/2013	88046	389	LASSEN CO AUDITOR	DISPATCH SER. 1/1/13-6/5/13	060613	2	1000-421-10-45	DISPATCH CONTRACT	83,942.52	83,942.52
Total 060613:										105,231.04	105,231.04
06/13	06/20/2013	88047	411	LASSEN MOTOR PARTS	SWITCH	177016	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	44.44	44.44
Total 177016:										44.44	44.44
06/13	06/20/2013	88048	1102	LASSEN PC	MOZY SERVER LIC. 5/13	6005	1	1000-422-10-43	TECHNICAL SVCS	23.49	23.49
Total 6005:										23.49	23.49
06/13	06/20/2013	88049	412	LASSEN REGIONAL SOLI	DUMP FEES	614979	1	2007-431-20-44	DISPOSAL	1.76	1.76
Total 614979:										1.76	1.76
06/13	06/20/2013	88049	412	LASSEN REGIONAL SOLI	DUMP FEES	615011	1	2007-431-20-44	DISPOSAL	1.00	1.00
Total 615011:										1.00	1.00
06/13	06/20/2013	88049	412	LASSEN REGIONAL SOLI	DUMP FEES	615063	1	2007-431-20-44	DISPOSAL	1.92	1.92

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Total 615063:										1.92	1.92
06/13	06/20/2013	88049	412	LASSEN REGIONAL SOLI	DUMP FEES	615084	1	2007-431-20-44	DISPOSAL	6.00	6.00
Total 615084:										6.00	6.00
06/13	06/20/2013	88050	7485		REFUND GAS OVERPAYMENT	10408700110	1	9999-1001-001	CASH CLEARING - UTILITIES	154.67	154.67
Total 10408700110:										154.67	154.67
06/13	06/20/2013	88051	7484		REFUND WATER OVERPAYME	10241680003	1	9999-1001-001	CASH CLEARING - UTILITIES	9.97	9.97
Total 10241680003:										9.97	9.97
06/13	06/20/2013	88052	432	LEXIS NEXIS	ELECTRONIC LAW LIBRARY SV	1305214571	1	1000-412-10-48	DUES AND MEMBERSHIPS	143.82	143.82
Total 1305214571:										143.82	143.82
06/13	06/20/2013	88053	437	LMUD	STREET LIGHTS	14039 060613	1	2007-431-60-46	ELECTRICITY	181.61	181.61
Total 14039 060613:										181.61	181.61
06/13	06/20/2013	88053	437	LMUD	STREET LIGHTS	14041 060613	1	2007-431-60-46	ELECTRICITY	3,250.13	3,250.13
Total 14041 060613:										3,250.13	3,250.13
06/13	06/20/2013	88053	437	LMUD	S GAY ST	24323 060613	1	2007-431-60-46	ELECTRICITY	24.21	24.21
Total 24323 060613:										24.21	24.21
06/13	06/20/2013	88053	437	LMUD	66 N LASSEN STREET	2466 060613	1	1000-452-20-46	ELECTRICITY	515.36	515.36
Total 2466 060613:										515.36	515.36
06/13	06/20/2013	88053	437	LMUD	N WEATHERLOW ST TENNIS S	24661 060613	1	1000-452-20-46	ELECTRICITY	10.00	10.00
Total 24661 060613:										10.00	10.00

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06/13	06/20/2013	88053	437	LMUD	STREET LIGHTS	2467 060613	1	2007-431-60-46	ELECTRICITY	1,462.69	1,462.69
Total 2467 060613:										1,462.69	1,462.69
06/13	06/20/2013	88053	437	LMUD	65 N WEATHERLOW ST PARK	2865 060613	1	1000-452-20-46	ELECTRICITY	77.37	77.37
Total 2865 060613:										77.37	77.37
06/13	06/20/2013	88053	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 060613	1	1000-451-80-46	ELECTRICITY	19.67	19.67
Total 2866 060613:										19.67	19.67
06/13	06/20/2013	88053	437	LMUD	65 N WEATHERLOW ST COMM	2867 060613	1	1000-452-20-46	ELECTRICITY	44.63	44.63
Total 2867 060613:										44.63	44.63
06/13	06/20/2013	88053	437	LMUD	N WEATHERLOW ST TENNIS C	2870 060613	1	1000-452-20-46	ELECTRICITY	11.89	11.89
Total 2870 060613:										11.89	11.89
06/13	06/20/2013	88053	437	LMUD	NORTH ST BASEBALL PARK M	2873 060613	1	1000-452-20-46	ELECTRICITY	17.18	17.18
Total 2873 060613:										17.18	17.18
06/13	06/20/2013	88053	437	LMUD	SKYLINE DR WELL 4	29931 061213	1	7110-430-42-46	ELECTRICITY	303.18	303.18
Total 29931 061213:										303.18	303.18
06/13	06/20/2013	88053	437	LMUD	HARRIS DR & HWY 36	30658 060613	1	7110-430-42-46	ELECTRICITY	345.52	345.52
Total 30658 060613:										345.52	345.52
06/13	06/20/2013	88053	437	LMUD	UPTOWN DECORATIVE LIGHTS	43511 060613	1	2007-431-60-46	ELECTRICITY	201.87	201.87
Total 43511 060613:										201.87	201.87
06/13	06/20/2013	88053	437	LMUD	115 N WEATHERLOW ST	43866 060613	1	1000-451-80-46	ELECTRICITY	75.35	75.35

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Total 43866 060613:										75.35	75.35
06/13	06/20/2013	88053	437	LMUD	N PINE & COOK - SCADA	44153 060613	1	7110-430-42-46	ELECTRICITY	13.66	13.66
Total 44153 060613:										13.66	13.66
06/13	06/20/2013	88053	437	LMUD	GLENN DR & CHERRY TR - SCA	44298 061213	1	7110-430-42-46	ELECTRICITY	14.74	14.74
Total 44298 061213:										14.74	14.74
06/13	06/20/2013	88053	437	LMUD	PAIUTE LN SCADA	44316 061213	1	7110-430-42-46	ELECTRICITY	13.39	13.39
Total 44316 061213:										13.39	13.39
06/13	06/20/2013	88053	437	LMUD	BAGWELL SPRINGS - SCADA	45542 061213	1	7110-430-42-46	ELECTRICITY	14.60	14.60
Total 45542 061213:										14.60	14.60
06/13	06/20/2013	88053	437	LMUD	QUARRY ST STREET LIGHTS	49500 060613	1	2007-431-60-46	ELECTRICITY	54.65	54.65
Total 49500 060613:										54.65	54.65
06/13	06/20/2013	88053	437	LMUD	MAIN & FOSS SIGNAL LIGHT	49501 060613	1	2007-431-60-46	ELECTRICITY	151.01	151.01
Total 49501 060613:										151.01	151.01
06/13	06/20/2013	88053	437	LMUD	600 NEVADA ST	54585 060613	1	1000-417-10-46	ELECTRICITY	10.00	10.00
Total 54585 060613:										10.00	10.00
06/13	06/20/2013	88053	437	LMUD	NORTH ST PARK LITES MEM FI	9283 060613	1	1000-452-20-46	ELECTRICITY	166.94	166.94
Total 9283 060613:										166.94	166.94
06/13	06/20/2013	88053	437	LMUD	GEOTHERMAL PUMP #1	9297 060613	1	7301-430-52-46	ELECTRICITY	683.68	683.68
Total 9297 060613:										683.68	683.68

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06/13	06/20/2013	88053	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 060613	1	1000-417-10-46	ELECTRICITY	10.00	10.00
Total 94811 060613:										10.00	10.00
06/13	06/20/2013	88054	473	MICHAEL KIRACK CONS	Demolition of 55 N McDow. Ref R	3345	1	1000-417-10-44	CONTIGENCIES	12,495.00	12,495.00
Total 3345:										12,495.00	12,495.00
06/13	06/20/2013	88055	481	MISSION LINEN & UNIFO	P/W SVCS LINENS SER. 06/18/1	250158452	1	7620-430-10-44	LINEN SERVICE	63.48	63.48
Total 250158452:										63.48	63.48
06/13	06/20/2013	88055	481	MISSION LINEN & UNIFO	GAS SVCS LINENS SER 06/18/1	250158454	1	7401-430-62-44	LINEN SERVICES	68.93	68.93
Total 250158454:										68.93	68.93
06/13	06/20/2013	88055	481	MISSION LINEN & UNIFO	WATER SVCS LINEN SER 06/18/	250158455	1	7110-430-42-44	LINEN SERVICE	56.08	56.08
Total 250158455:										56.08	56.08
06/13	06/20/2013	88055	481	MISSION LINEN & UNIFO	STREETS SVCS LINENS SER 06	250158456	1	2007-431-20-44	LINEN SERVICE	6.68	6.68
Total 250158456:										6.68	6.68
06/13	06/20/2013	88055	481	MISSION LINEN & UNIFO	P/W SVCS LINEN SER 043013	S250132122	1	7620-430-10-44	LINEN SERVICE	18.00	18.00
Total S250132122:										18.00	18.00
06/13	06/20/2013	88056	7471	MITCHELL, KEVIN	CARL MOYER LOW EMISSION	060613	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 060613:										35,000.00	35,000.00
06/13	06/20/2013	88057	510	NATIONAL METER & AUT	1200 5/8 x 3/4 WATER METERS	S1044095001	1	7114-430-48-46	SUPPLIES GENERAL	7,688.40	7,688.40
Total S1044095001:										7,688.40	7,688.40
06/13	06/20/2013	88057	510	NATIONAL METER & AUT	1200 5/8 x 3/4 WATER METERS	S1044095002	1	7114-430-48-46	SUPPLIES GENERAL	82,108.50	82,108.50

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Total S1044095002:										82,108.50	82,108.50
06/13	06/20/2013	88057	510	NATIONAL METER & AUT	RETURN WATER METER REGIS	S1045984001	1	7110-430-42-46	SUPPLIES-GENERAL	430.00-	430.00-
Total S1045984001:										430.00-	430.00-
06/13	06/20/2013	88057	510	NATIONAL METER & AUT	WATER METER REGISTER	S1046029001	1	7114-430-48-46	SUPPLIES GENERAL	207.26	207.26
Total S1046029001:										207.26	207.26
06/13	06/20/2013	88058	7481		REFUND WATER DEPOSIT	10209450008	1	7110-2228-000	DEPOSITS-CUSTOMER	25.86	25.86
Total 10209450008:										25.86	25.86
06/13	06/20/2013	88059	7482		REFUND WATER DEPOSIT	10408700005	1	7110-2228-000	DEPOSITS-CUSTOMER	42.12	42.12
Total 10408700005:										42.12	42.12
06/13	06/20/2013	88059	7482		REFUND GAS DEPOSIT	10408700206	1	7401-2228-000	DEPOSITS-CUSTOMER	186.67	186.67
Total 10408700206:										186.67	186.67
06/13	06/20/2013	88060	532	OLD DOMINION BRUSH	BAF STRIP	0043362	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	445.23	445.23
Total 0043362:										445.23	445.23
06/13	06/20/2013	88061	7466		REFUND WATER DEPOSIT	10429100021	1	7110-2228-000	DEPOSITS-CUSTOMER	45.12	45.12
Total 10429100021:										45.12	45.12
06/13	06/20/2013	88062	563	POULSEN WELDING SHO	PLATE FOR DASH	5150	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	19.35	19.35
Total 5150:										19.35	19.35
06/13	06/20/2013	88063	7472	RICHARDS, JOHN	CARL MOYER LOW EMISSION	061013	1	8405-430-10-48	GRANTS	23,650.00	23,650.00
Total 061013:										23,650.00	23,650.00

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
06/13	06/20/2013	88071	7489		REFUND GAS DEPOSIT	10214350218	1	7401-2228-000	DEPOSITS-CUSTOMER	110.13	110.13
Total 10214350218:										110.13	110.13
Grand Totals:										1,226,019.42	1,226,019.42

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

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/13	06/21/2013	88072	1183	LASSEN COUNTY	DETERMINATION FOR SIERRA	062113	1	3025-417-10-48	TAXES, FEES, PERMITS & CHA	2,156.25	2,156.25
Total 062113:										2,156.25	2,156.25
Grand Totals:										2,156.25	2,156.25

Report Criteria:
Transmittal checks included
Void checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	6,408.15-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	6,408.15-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	1,964.32-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	1,964.32-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	14,824.98-
06/07/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	1,013.50-
06/21/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	60.00
06/21/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	1,078.50-
06/21/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	58,852.00-
06/07/2013	CDPT	06/26/2013	88081	AFLAC	14	8403-2239-0	500.24-
06/07/2013	CDPT	06/26/2013	88081	AFLAC	14	7650-2203-0	152.85-
06/21/2013	CDPT	06/26/2013	88081	AFLAC	14	8403-2239-0	500.24-
06/21/2013	CDPT	06/26/2013	88081	AFLAC	14	7650-2203-0	152.85-
06/21/2013	CDPT	06/26/2013	88082	CA STATE DISBURSEME	26	7650-2203-0	184.61-
06/21/2013	CDPT	06/26/2013	88083	CA STATE DISBURSEME	36	7650-2203-0	330.92-
06/21/2013	CDPT	06/26/2013	88084	EMPLOYMENT DEV DEP	7	7650-2203-1	1,290.92-
06/21/2013	CDPT	06/26/2013	88085	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,353.59-
06/07/2013	CDPT	06/26/2013	88086	GOLDEN ONE CREDIT U	12	7650-2203-0	390.00-
06/21/2013	CDPT	06/26/2013	88086	GOLDEN ONE CREDIT U	12	7650-2203-0	390.00-
06/21/2013	CDPT	06/26/2013	88087	JEFFERSON PILOT FINA	22	7650-2203-1	142.07-
06/21/2013	CDPT	06/26/2013	88087	JEFFERSON PILOT FINA	22	7650-2203-1	184.50-
06/21/2013	CDPT	06/26/2013	88088	NATIONWIDE RETIREME	5	7650-2203-0	125.00-
06/07/2013	CDPT	06/26/2013	88089	NEW IMAGE RACQUETB	30	7650-2203-0	153.00-
06/21/2013	CDPT	06/26/2013	88089	NEW IMAGE RACQUETB	30	7650-2203-0	153.00-
06/07/2013	CDPT	06/26/2013	88090	OPERATING ENGINEERS	11	7650-2203-0	541.50-
06/21/2013	CDPT	06/26/2013	88090	OPERATING ENGINEERS	11	7650-2203-0	541.50-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	16,154.33-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	11,647.97-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	5,458.80-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	202.77-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	158.45-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	165.92-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	126.98-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	134.61-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	15.00-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	4,899.73-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	1,182.32-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	2,598.04-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	32.00-
06/07/2013	CDPT	06/26/2013	88092	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.96-
06/21/2013	CDPT	06/26/2013	88092	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.94-
06/21/2013	CDPT	06/26/2013	88093	UPEC, LOCAL 792	10	7650-2203-1	1,944.00-
06/21/2013	CDPT	06/26/2013	88094	VALIC	4	7650-2203-0	2,652.05-
06/21/2013	CDPT	06/26/2013	88095	Void		7650-2203-0	
06/21/2013	CDPT	06/26/2013	88096	Void		7650-2203-0	
06/21/2013	CDPT	06/26/2013	88097	Void		7650-2203-0	
Grand Totals:			46				149,945.58-

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
06/13	06/27/2013	88099	31	ALPINE FIRE SERVICES I	FIRE EXT. SER./FIRE SYS KITC	05-306	1	7530-451-52-44	REPAIR & MAINT - BUILDING	485.44	485.44
Total 05-306:										485.44	485.44
06/13	06/27/2013	88100	37	AMERICAN PLANNING A	MEMBERSHIP 7/1/13-6/30/14	085315-130610	1	1000-1430-105	PREPAID - OTHER	315.00	315.00
Total 085315-130610:										315.00	315.00
06/13	06/27/2013	88101	6076		REFUND GAS DEPOSIT	10512850013	1	7401-2228-000	DEPOSITS-CUSTOMER	133.70	133.70
Total 10512850013:										133.70	133.70
06/13	06/27/2013	88102	53		RETIREMENT INCENTIVE PKGE	062513	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 062513:										930.00	930.00
06/13	06/27/2013	88103	67	BEAR'S REPAIR	#86 REPAIRS	2110	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	1,658.90	1,658.90
Total 2110:										1,658.90	1,658.90
06/13	06/27/2013	88103	67	BEAR'S REPAIR	REMOVE DECALS	2157	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	136.00	136.00
Total 2157:										136.00	136.00
06/13	06/27/2013	88103	67	BEAR'S REPAIR	REMOVE STRIPS	2158	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	102.00	102.00
Total 2158:										102.00	102.00
06/13	06/27/2013	88104	76	BILLINGTON ACE HARD	GRAY SPRAY PAINT	273913	1	7401-430-62-46	SUPPLIES-GENERAL	67.59	67.59
Total 273913:										67.59	67.59
06/13	06/27/2013	88104	76	BILLINGTON ACE HARD	AIR FITTINGS	273933	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	12.36	12.36

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 273933:										12.36	12.36
06/13	06/27/2013	88104	76	BILLINGTON ACE HARD	FASTENERS	273994	1	2007-431-20-46	SUPPLIES-GENERAL	1.18	1.18
Total 273994:										1.18	1.18
06/13	06/27/2013	88104	76	BILLINGTON ACE HARD	TRENCH SHADE	274240	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	28.05	28.05
Total 274240:										28.05	28.05
06/13	06/27/2013	88104	76	BILLINGTON ACE HARD	WALL MOUNTS	274241	1	7110-430-42-46	SUPPLIES-GENERAL	18.36	18.36
Total 274241:										18.36	18.36
06/13	06/27/2013	88104	76	BILLINGTON ACE HARD	GLOVES	274626	1	7401-430-62-46	SUPPLIES-GENERAL	15.47	15.47
Total 274626:										15.47	15.47
06/13	06/27/2013	88105	7440		REFUND GAS DEPOSIT	10105100100	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
06/13	06/27/2013	88105	7440		REFUND GAS OVERPAYMENT	10105100100	2	9999-1001-001	CASH CLEARING - UTILITIES	3.90	3.90
Total 10105100100:										203.90	203.90
06/13	06/27/2013	88106	99	CALIFORNIA ASSOCIATI	2014 MEMBERSHI	226	1	1000-1430-105	PREPAID - OTHER	465.00	465.00
Total 226:										465.00	465.00
06/13	06/27/2013	88107	7496		REFUND WATER DEPOSIT	10317450013	1	7110-2228-000	DEPOSITS-CUSTOMER	75.00	75.00
06/13	06/27/2013	88107	7496		REFUND WATER OVERPAYME	10317450013	2	9999-1001-001	CASH CLEARING - UTILITIES	21.88	21.88
Total 10317450013:										96.88	96.88
06/13	06/27/2013	88108	148	COMPUTER LOGISTICS	THIN CLIENT	060713	1	1000-417-10-47	MACHINERY & EQUIPMENT	4,439.32	4,439.32
Total 060713:										4,439.32	4,439.32
06/13	06/27/2013	88108	148	COMPUTER LOGISTICS	DATA BACKUP	60297	1	1000-417-10-47	MACHINERY & EQUIPMENT	2,901.43	2,901.43

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 60297:										2,901.43	2,901.43
06/13	06/27/2013	88109	1404	CORNERSTONE ENVIRO	TROUBLESHOOT PUMP	2802	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	1,526.78	1,526.78
Total 2802:										1,526.78	1,526.78
06/13	06/27/2013	88110	156	CREATIVE FORMS & CO	#10 REGULAR ENVELOPES W/	112016	1	7110-430-42-46	SUPPLIES-GENERAL	576.61	576.61
06/13	06/27/2013	88110	156	CREATIVE FORMS & CO	#10 REGULAR ENVELOPES W/	112016	2	7401-430-62-46	SUPPLIES-GENERAL	576.60	576.60
Total 112016:										1,153.21	1,153.21
06/13	06/27/2013	88111	161	CSK AUTO INC	HANDLE, BRACKETS	2740-250385	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	46.20	46.20
Total 2740-250385:										46.20	46.20
06/13	06/27/2013	88112	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	438776	1	7530-451-54-46	SUPPLIES GENERAL	36.40	36.40
Total 438776:										36.40	36.40
06/13	06/27/2013	88112	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	438989	1	7530-451-54-46	SUPPLIES GENERAL	292.80	292.80
Total 438989:										292.80	292.80
06/13	06/27/2013	88112	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	439411	1	7530-451-54-46	SUPPLIES GENERAL	97.30	97.30
Total 439411:										97.30	97.30
06/13	06/27/2013	88112	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	439782	1	7530-451-54-46	SUPPLIES GENERAL	16.80	16.80
Total 439782:										16.80	16.80
06/13	06/27/2013	88113	174	DATEMA, STEVEN K.	LEASE 710 MAIN 7-13	062513	1	8401-2228-000	DEPOSITS PAYABLE	75.00	75.00
Total 062513:										75.00	75.00
06/13	06/27/2013	88114	184	DEPARTMENT OF JUSTI	FINGERPRINTS - 3 EMPLOYEE	974025	1	1000-416-10-45	FINGERPRINTING SERVICES	96.00	96.00

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 974025:										96.00	96.00
06/13	06/27/2013	88115	194	DIAMOND SAW SHOP IN	MIX OIL	11695	1	2007-431-20-46	SUPPLIES-GENERAL	11.29	11.29
Total 11695:										11.29	11.29
06/13	06/27/2013	88116	1260	DIRECTV INC	06/17/13-07/16/13 G/C	20720396793	1	7530-451-52-45	COMMUNICATIONS	75.04	75.04
06/13	06/27/2013	88116	1260	DIRECTV INC	06/17/13-07/16/13 G/C	20720396793	2	1000-1430-105	PREPAID - OTHER	75.93	75.93
Total 20720396793:										150.97	150.97
06/13	06/27/2013	88117	219	ED STAUB & SONS PETR	28.8 GAL PROPANE AIRPORT	1195253	1	7201-430-81-46	PROPANE	73.65	73.65
Total 1195253:										73.65	73.65
06/13	06/27/2013	88118	238	FASTENAL COMPANY	MEASURING WHEEL	53083	1	3019-431-20-46	SUPPLIES GENERAL	290.40	290.40
Total 53083:										290.40	290.40
06/13	06/27/2013	88119	241	FEATHER PUBLISHING C	LOST CASH AD	00903829	1	1000-421-10-45	ADVERTISING	30.00	30.00
Total 00903829:										30.00	30.00
06/13	06/27/2013	88119	241	FEATHER PUBLISHING C	05/21/13 HUSA REPORT	PO#7572 HUSA	1	1000-411-10-45	ADVERTISING	34.30	34.30
Total PO#7572 HUSA:										34.30	34.30
06/13	06/27/2013	88120	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	373341A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 373341A:										85.00	85.00
06/13	06/27/2013	88121	1199	FLOYD A BOYD CO.	TRAVEL FOR LABOR	103996	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	237.60	237.60
Total 103996:										237.60	237.60
06/13	06/27/2013	88121	1199	FLOYD A BOYD CO.	GREENS & FAIRWAY MOWER	516208	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	1,056.53	1,056.53

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 516208:										1,056.53	1,056.53
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-1045 P/W ENGINEERING	1045 061513	1	7620-430-10-45	COMMUNICATIONS	43.85	43.85
Total 1045 061513:										43.85	43.85
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-1056 P/W SHOP	1056 062013	1	7620-430-10-45	COMMUNICATIONS	42.23	42.23
Total 1056 062013:										42.23	42.23
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-1057 P/W FAX	1057 062013	1	7620-430-10-45	COMMUNICATIONS	185.74	185.74
Total 1057 062013:										185.74	185.74
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-2845 JEN'S ROLL OVER	2845 061513	1	7620-430-10-45	COMMUNICATIONS	29.24	29.24
Total 2845 061513:										29.24	29.24
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-4725 CITY HALL FAX	4725 061513	1	1000-419-10-45	COMMUNICATIONS	18.52	18.52
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-4725 CITY HALL FAX	4725 061513	2	1000-415-10-45	COMMUNICATIONS	18.53	18.53
Total 4725 061513:										37.05	37.05
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-5603 POLICE	5603 061013	1	1000-421-10-45	COMMUNICATIONS	872.08	872.08
Total 5603 061013:										872.08	872.08
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-7236 NAT GAS	7236 062013	1	7620-430-10-45	COMMUNICATIONS	175.03	175.03
Total 7236 062013:										175.03	175.03
06/13	06/27/2013	88122	265	FRONTIER - IRREGULAR	257-7237 NAT GAS	7237 062013	1	7620-430-10-45	COMMUNICATIONS	54.35	54.35
Total 7237 062013:										54.35	54.35
06/13	06/27/2013	88123	6146		REFUND GAS DEPOSIT	10323350025	1	7401-2228-000	DEPOSITS-CUSTOMER	38.21	38.21

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 10323350025:										38.21	38.21
06/13	06/27/2013	88124	1405	HARPER, KEVIN W CPA	PROFESSIONAL SER. FINANCE	061813	1	1000-415-10-43	PROFESSIONAL SVCS	4,726.00	4,726.00
Total 061813:										4,726.00	4,726.00
06/13	06/27/2013	88125	298	HAT CREEK CONSTRUC	ASPHALT	S071816	1	7110-430-42-46	SUPPLIES-GENERAL	288.73	288.73
06/13	06/27/2013	88125	298	HAT CREEK CONSTRUC	ASPHALT	S071816	2	7401-430-62-46	SUPPLIES-GENERAL	288.73	288.73
06/13	06/27/2013	88125	298	HAT CREEK CONSTRUC	ASPHALT	S071816	3	2007-431-20-46	SUPPLIES-GENERAL	288.75	288.75
Total S071816:										866.21	866.21
06/13	06/27/2013	88126	1019	HONEY LAKE VALLEY RE	SUSAN RIVER 7/1/13 - 6/30/14	061413	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	66.00	66.00
Total 061413:										66.00	66.00
06/13	06/27/2013	88127	1075	INDEPENDENT ELECTRI	PURCHASE VALVES & METER	S1011491289002	1	7401-430-62-46	SUPPLIES-GENERAL	2,074.65	2,074.65
Total S1011491289002:										2,074.65	2,074.65
06/13	06/27/2013	88128	332	INTERSTATE GAS SERVI	GAS CONSULTING SVC 6/2013	062513	1	7401-430-62-43	PROFESSIONAL SVCS	400.00	400.00
Total 062513:										400.00	400.00
06/13	06/27/2013	88129	372	KRONICK. MOSKOVITZ	PROFESSIONAL SVCS THRU 5/	267372	1	1000-412-10-43	PROFESSIONAL SVCS	414.00	414.00
Total 267372:										414.00	414.00
06/13	06/27/2013	88130	411	LASSEN MOTOR PARTS	BRAKE FLUID	177164	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.10	18.10
Total 177164:										18.10	18.10
06/13	06/27/2013	88130	411	LASSEN MOTOR PARTS	STARTER	177189	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	180.27	180.27
Total 177189:										180.27	180.27
06/13	06/27/2013	88131	413	LASSEN TIRE	#57 FLAT TIRE	442222	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	18.00	18.00

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 442222:										18.00	18.00
06/13	06/27/2013	88132	7493	[redacted]	REFUND GAS DEPOSIT	10126200405	1	7401-2228-000	DEPOSITS-CUSTOMER	194.86	194.86
Total 10126200405:										194.86	194.86
06/13	06/27/2013	88133	437	LMUD	WELL #3	4559 061813	1	7110-430-42-46	ELECTRICITY	6,397.62	6,397.62
Total 4559 061813:										6,397.62	6,397.62
06/13	06/27/2013	88134	445		RETIRE INCENTIVE 7/13	062513	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 062513:										930.00	930.00
06/13	06/27/2013	88135	450	MARK BAILEY PLUMBING	REPAIR REFRIGERATOR	588	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	200.00	200.00
Total 588:										200.00	200.00
06/13	06/27/2013	88136	481	MISSION LINEN & UNIFO	PARKS/REC SVCS LINED SER 0	250157158	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250157158:										12.83	12.83
06/13	06/27/2013	88136	481	MISSION LINEN & UNIFO	P/W LINEN ERVS 062513	250159732	1	7620-430-10-44	LINEN SERVICE	87.69	87.69
06/13	06/27/2013	88136	481	MISSION LINEN & UNIFO	P/W LINEN ERVS 062513	250159732	2	7620-430-10-46	SUPPLIES-JANITORIAL	212.85	212.85
Total 250159732:										300.54	300.54
06/13	06/27/2013	88136	481	MISSION LINEN & UNIFO	GAS LINEN SERVS 06/25/13	250159734	1	7401-430-62-44	LINEN SERVICES	68.93	68.93
Total 250159734:										68.93	68.93
06/13	06/27/2013	88136	481	MISSION LINEN & UNIFO	WATER LINEN SERVS 062513	250159735	1	7110-430-42-44	LINEN SERVICE	56.08	56.08
Total 250159735:										56.08	56.08
06/13	06/27/2013	88136	481	MISSION LINEN & UNIFO	STREETS LINEN SERVS 06/25/1	250159736	1	2007-431-20-44	LINEN SERVICE	6.68	6.68

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 250159736:										6.68	6.68
06/13	06/27/2013	88137	488	MORNING GLORY	GOLF COURSE RESTURANT F	328947	1	7530-451-54-46	SUPPLIES GENERAL	108.64	108.64
Total 328947:										108.64	108.64
06/13	06/27/2013	88137	488	MORNING GLORY	GOLF COURSE RESTURANT F	328957A	1	7530-451-54-46	SUPPLIES GENERAL	236.98	236.98
Total 328957A:										236.98	236.98
06/13	06/27/2013	88137	488	MORNING GLORY	GOLF COURSE RESTURANT F	328980	1	7530-451-54-46	SUPPLIES GENERAL	32.05-	32.05-
Total 328980:										32.05-	32.05-
06/13	06/27/2013	88137	488	MORNING GLORY	GOLF COURSE RESTURANT F	328985B	1	7530-451-54-46	SUPPLIES GENERAL	44.55	44.55
Total 328985B:										44.55	44.55
06/13	06/27/2013	88137	488	MORNING GLORY	GOLF COURSE RESTURANT F	329034	1	7530-451-54-46	SUPPLIES GENERAL	232.79	232.79
Total 329034:										232.79	232.79
06/13	06/27/2013	88137	488	MORNING GLORY	GOLF COURSE RESTURANT F	329154	1	7530-451-54-46	SUPPLIES GENERAL	113.28	113.28
Total 329154:										113.28	113.28
06/13	06/27/2013	88138	510	NATIONAL METER & AUT	WATER RADIO	S1045881001	1	7114-430-48-46	SUPPLIES GENERAL	227.25	227.25
Total S1045881001:										227.25	227.25
06/13	06/27/2013	88139	1271	NOBLES, TIMOTHY R.	07/13 GROUND LEASE 706 MAI	062513	1	8401-2228-000	DEPOSITS PAYABLE	100.00	100.00
Total 062513:										100.00	100.00
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1009	1	1000-421-10-46	POSTAGE	22.35	22.35
Total 1009:										22.35	22.35

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1078	1	1000-421-10-46	POSTAGE	10.50	10.50
Total 1078:										10.50	10.50
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1094	1	1000-421-10-46	POSTAGE	10.50	10.50
Total 1094:										10.50	10.50
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1120	1	1000-421-10-46	POSTAGE	13.70	13.70
Total 1120:										13.70	13.70
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1150	1	1000-421-10-46	POSTAGE	11.15	11.15
Total 1150:										11.15	11.15
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1152	1	1000-421-10-46	POSTAGE	17.15	17.15
Total 1152:										17.15	17.15
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1168	1	1000-421-10-46	POSTAGE	10.50	10.50
Total 1168:										10.50	10.50
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1178	1	1000-421-10-46	POSTAGE	95.00	95.00
Total 1178:										95.00	95.00
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1186	1	1000-421-10-46	POSTAGE	11.00	11.00
Total 1186:										11.00	11.00
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1198	1	7401-430-62-46	POSTAGE	41.00	41.00
Total 1198:										41.00	41.00
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1200	1	1000-421-10-46	POSTAGE	11.00	11.00

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 1200:										11.00	11.00
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1953	1	1000-421-10-46	POSTAGE	11.90	11.90
Total 1953:										11.90	11.90
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1978	1	1000-421-10-46	POSTAGE	13.40	13.40
Total 1978:										13.40	13.40
06/13	06/27/2013	88140	543	PAK N SHIP	SHIPPING	1990	1	1000-421-10-46	POSTAGE	12.15	12.15
Total 1990:										12.15	12.15
06/13	06/27/2013	88141	561		RETIRMENT INCENTIVE 7-13	062513	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 062513:										930.00	930.00
06/13	06/27/2013	88142	7495	PROPS BRAD	REFUND GAS DEPOSIT	10306904522	1	7401-2228-000	DEPOSITS-CUSTOMER	130.27	130.27
Total 10306904522:										130.27	130.27
06/13	06/27/2013	88143	572	QUILL CORPORATION	PLANNING FILES	3305635	1	1000-419-10-46	SUPPLIES-GENERAL	80.61	80.61
Total 3305635:										80.61	80.61
06/13	06/27/2013	88143	572	QUILL CORPORATION	PENS, RUBBER BANDS	3441809	1	7620-430-10-46	SUPPLIES-GENERAL	155.23	155.23
Total 3441809:										155.23	155.23
06/13	06/27/2013	88144	1401	SCHLUMPBERGER CON	LAND SURVEYING & MATERIAL	10718	1	3019-431-20-44	CONSTRUCTION SERVICE	4,370.95	4,370.95
Total 10718:										4,370.95	4,370.95
06/13	06/27/2013	88144	1401	SCHLUMPBERGER CON	LAND SURVEYING & MATERIAL	10741	1	3019-431-20-44	CONSTRUCTION SERVICE	1,600.00	1,600.00
Total 10741:										1,600.00	1,600.00

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
06/13	06/27/2013	88145	7494		REFUND WATER DEPOSIT	10306600007	1	7110-2228-000	DEPOSITS-CUSTOMER	48.39	48.39
Total 10306600007:										48.39	48.39
06/13	06/27/2013	88146	1076	SIERRA COFFEE AND BE	CITY HALL SERVICE 061913	40789	1	1000-417-10-46	SUPPLIES-GENERAL	21.75	21.75
Total 40789:										21.75	21.75
06/13	06/27/2013	88146	1076	SIERRA COFFEE AND BE	P/W WATER SERVICE 6/19/13	40791	1	7620-430-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 40791:										14.50	14.50
06/13	06/27/2013	88147	661	STERICYCLE INC.	(3) STERI-SAFE OSHA -STANDA	3002301947	1	1000-421-10-44	DISPOSAL	261.93	261.93
Total 3002301947:										261.93	261.93
06/13	06/27/2013	88148	1002	SUSANVILLE VOLUNTEE	REIM IFSTA BOOKS	061413	1	1000-422-29-46	BOOKS AND PERIODICALS	801.84	801.84
Total 061413:										801.84	801.84
06/13	06/27/2013	88149	1023	TALIA, PETER M.	CITY ATTORNEY 5/10/13-06/19/	062013	1	1000-412-10-43	PROFESSIONAL SVCS	6,081.60	6,081.60
Total 062013:										6,081.60	6,081.60
06/13	06/27/2013	88150	712	TNS TRUCKING CO	CONCRETE SLURRY	703	1	7110-430-42-46	SUPPLIES-GENERAL	106.96	106.96
Total 703:										106.96	106.96
06/13	06/27/2013	88151	713		RETIRE INCENTIVE 7/13	062513	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 062513:										930.00	930.00
06/13	06/27/2013	88152	722	TUM-A-LUM LUMBER CO	CONCRETE	1306195380	1	2007-431-20-46	SUPPLIES-GENERAL	4.00	4.00
Total 1306195380:										4.00	4.00
06/13	06/27/2013	88153	530	U.S. BANK EQUIPMENT F	PYMNT 38 OF 48 LOAN #130749	230718363	1	7530-2237-002	US BANK CAPITAL LEASE	1,778.27	1,778.27
06/13	06/27/2013	88153	530	U.S. BANK EQUIPMENT F	PYMNT 38 OF 48 LOAN #130749	230718363	2	7530-451-50-48	INTEREST	100.13	100.13
06/13	06/27/2013	88153	530	U.S. BANK EQUIPMENT F	PYMNT 38 OF 48 LOAN #130749	230718363	3	7530-451-50-48	TAXES, FEES, PERMITS & CHA	154.97	154.97

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 230718363:										2,033.37	2,033.37
06/13	06/27/2013	88154	738	UNITED STATES POSTAL	POSTAGE FOR POSTAGE MET	062113	1	1000-1410-002	INVENTORIES-POSTAGE	2,000.00	2,000.00
Total 062113:										2,000.00	2,000.00
06/13	06/27/2013	88155	1275	UTILITY SERVICES SOUT	O&M MANUALS UPDATES	2013-0006	1	7401-430-62-43	TECHNICAL SVCS	780.00	780.00
Total 2013-0006:										780.00	780.00
06/13	06/27/2013	88156	1398	WAGE WORKS	MONTHLY ADMIN FEE 5/13	125AI0248062	1	8403-2239-003	SECTION 125 - AFLAC	50.00	50.00
Total 125AI0248062:										50.00	50.00
06/13	06/27/2013	88157	7492		REFUND GAS DEPOSIT	10420300207	1	7401-2228-000	DEPOSITS-CUSTOMER	193.83	193.83
Total 10420300207:										193.83	193.83
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	SELECTOR KEY	65510160	1	7530-451-52-46	SUPPLIES-GENERAL	64.44	64.44
Total 65510160:										64.44	64.44
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	CONNECTORS	65543242	1	7110-430-42-46	SUPPLIES-GENERAL	277.87	277.87
Total 65543242:										277.87	277.87
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	CIRCUIT BOARD	65544529	1	7401-430-62-46	SUPPLIES-GENERAL	526.78	526.78
Total 65544529:										526.78	526.78
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	COUPLINGS	65556584	1	7401-430-62-46	SUPPLIES-GENERAL	14.34	14.34
Total 65556584:										14.34	14.34
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	SAND CLOTH, WATER LINE BA	65557715	1	7110-430-42-46	SUPPLIES-GENERAL	156.75	156.75
Total 65557715:										156.75	156.75

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
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	TUBING, BUSHINGS, ADAPTER,	65558204	1	7401-430-62-46	SUPPLIES-GENERAL	510.21	510.21
Total 65558204:										510.21	510.21
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	REDUCERS, IMPORTS, SEALAN	65561388	1	7401-430-62-46	SUPPLIES-GENERAL	888.08	888.08
Total 65561388:										888.08	888.08
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	WATER LINE BAND	65562200	1	7110-430-42-46	SUPPLIES-GENERAL	148.11	148.11
Total 65562200:										148.11	148.11
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	WATER LINE BAND	65565236	1	7110-430-42-46	SUPPLIES-GENERAL	148.11	148.11
Total 65565236:										148.11	148.11
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	NIPPLES	65566298	1	7401-430-62-46	SUPPLIES-GENERAL	37.63	37.63
Total 65566298:										37.63	37.63
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	TERMINAL MOUNT	65569804	1	7401-430-62-46	SUPPLIES-GENERAL	17.69	17.69
Total 65569804:										17.69	17.69
06/13	06/27/2013	88158	770	WESTERN NEVADA SUP	HOLE SAW	CM65541611	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	41.85-	41.85-
Total CM65541611:										41.85-	41.85-
Grand Totals:										60,395.49	60,395.49

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

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/13	06/28/2013	88159	728	U S POSTMASTER	GAS BILLING POSTAGE	062813	1	7401-430-62-46	POSTAGE	249.39	249.39
06/13	06/28/2013	88159	728	U S POSTMASTER	WATER BILLING POSTAGE	062813	2	7110-430-42-46	POSTAGE	484.10	484.10
Total 062813:										733.49	733.49
Grand Totals:										733.49	733.49

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
06/21/2013	CDPT	06/26/2013	88081	AFLAC	14	7650-2203-0	152.85-
06/21/2013	CDPT	06/26/2013	88082	CA STATE DISBURSEME	26	7650-2203-0	184.61-
06/21/2013	CDPT	06/26/2013	88083	CA STATE DISBURSEME	36	7650-2203-0	330.92-
06/21/2013	CDPT	06/26/2013	88084	EMPLOYMENT DEV DEP	7	7650-2203-1	1,290.92-
06/21/2013	CDPT	06/26/2013	88085	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,353.59-
06/07/2013	CDPT	06/26/2013	88086	GOLDEN ONE CREDIT U	12	7650-2203-0	390.00-
06/21/2013	CDPT	06/26/2013	88086	GOLDEN ONE CREDIT U	12	7650-2203-0	390.00-
06/21/2013	CDPT	06/26/2013	88087	JEFFERSON PILOT FINA	22	7650-2203-1	142.07-
06/21/2013	CDPT	06/26/2013	88087	JEFFERSON PILOT FINA	22	7650-2203-1	184.50-
06/21/2013	CDPT	06/26/2013	88088	NATIONWIDE RETIREME	5	7650-2203-0	125.00-
06/07/2013	CDPT	06/26/2013	88089	NEW IMAGE RACQUETB	30	7650-2203-0	153.00-
06/21/2013	CDPT	06/26/2013	88089	NEW IMAGE RACQUETB	30	7650-2203-0	153.00-
06/07/2013	CDPT	06/26/2013	88090	OPERATING ENGINEERS	11	7650-2203-0	541.50-
06/21/2013	CDPT	06/26/2013	88090	OPERATING ENGINEERS	11	7650-2203-0	541.50-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	16,154.33-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	11,647.97-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	5,458.80-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	202.77-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	158.45-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	165.92-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	126.98-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	134.61-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	15.00-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	4,899.73-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	1,182.32-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	2,598.04-
06/21/2013	CDPT	06/26/2013	88091	P.E.R.S.	8	7650-2203-1	32.00-
06/07/2013	CDPT	06/26/2013	88092	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.96-
06/21/2013	CDPT	06/26/2013	88092	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.94-
06/21/2013	CDPT	06/26/2013	88093	UPEC, LOCAL 792	10	7650-2203-1	1,944.00-
06/21/2013	CDPT	06/26/2013	88094	VALIC	4	7650-2203-0	2,652.05-
07/05/2013	CDPT	07/01/2013	[redacted]	MPLOYMENT DEV DEP	7	7650-2203-1	[redacted]
07/05/2013	CDPT	07/01/2013	[redacted]	MPLOYMENT DEV. DEP	6	7650-2203-1	[redacted]
Grand Totals:			87				280,101.85-

Report Criteria:
Transmittal checks included

Report Criteria:
Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
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06/07/2013	CDPT	06/07/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	1,154.16-
06/07/2013	CDPT	06/07/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	269.91-
06/07/2013	CDPT	06/07/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	269.91-
06/07/2013	CDPT	06/07/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	1,058.80-
06/07/2013	CDPT	06/11/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	6,131.48-
06/07/2013	CDPT	06/11/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	6,131.48-
06/07/2013	CDPT	06/11/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	2,144.99-
06/07/2013	CDPT	06/11/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	2,144.99-
06/07/2013	CDPT	06/11/2013	227	CITY OF SUSANVILLE PA	1	7650-2203-1	15,731.08-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	6,408.15-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	6,408.15-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	1,964.32-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	1,964.32-
06/21/2013	CDPT	06/26/2013	228	CITY OF SUSANVILLE PA	1	7650-2203-1	14,824.98-
06/07/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	1,013.50-
06/21/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	60.00
06/21/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	1,078.50-
06/21/2013	CDPT	06/26/2013	229	LABORERS TRUST FUND	9	7650-2203-1	58,852.00-
07/05/2013	CDPT	07/10/2013	230	CITY OF SUSANVILLE PA	1	7650-2203-1	6,581.45-
07/05/2013	CDPT	07/10/2013	230	CITY OF SUSANVILLE PA	1	7650-2203-1	6,581.45-
07/05/2013	CDPT	07/10/2013	230	CITY OF SUSANVILLE PA	1	7650-2203-1	1,983.84-
07/05/2013	CDPT	07/10/2013	230	CITY OF SUSANVILLE PA	1	7650-2203-1	1,983.84-
07/05/2013	CDPT	07/10/2013	230	CITY OF SUSANVILLE PA	1	7650-2203-1	14,906.03-
06/07/2013	CDPT	06/07/2013	87878	EMPLOYMENT DEV DEP	7	7650-2203-1	184.38-
07/05/2013	CDPT	07/05/2013	87878	EMPLOYMENT DEV DEP	7	7650-2203-1	184.38
06/07/2013	CDPT	06/07/2013	87879	EMPLOYMENT DEV. DEP	6	7650-2203-1	379.32-
07/05/2013	CDPT	07/05/2013	87879	EMPLOYMENT DEV. DEP	6	7650-2203-1	379.32
06/07/2013	CDPT	06/07/2013	87880	P.E.R.S.	8	7650-2203-1	227.89-
06/07/2013	CDPT	06/07/2013	87880	P.E.R.S.	8	7650-2203-1	1,980.93-
06/07/2013	CDPT	06/07/2013	87880	P.E.R.S.	8	7650-2203-1	28.43-
06/07/2013	CDPT	06/07/2013	87880	P.E.R.S.	8	7650-2203-1	72.00-
06/07/2013	CDPT	06/07/2013	87880	P.E.R.S.	8	7650-2203-1	443.71-
06/07/2013	CDPT	06/11/2013	87944	CA STATE DISBURSEME	26	7650-2203-0	184.61-
06/07/2013	CDPT	06/11/2013	87945	CA STATE DISBURSEME	36	7650-2203-0	330.92-
06/07/2013	CDPT	06/11/2013	87946	EMPLOYMENT DEV DEP	7	7650-2203-1	1,440.32-
06/07/2013	CDPT	06/11/2013	87947	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,339.30-
06/07/2013	CDPT	06/11/2013	87948	NATIONWIDE RETIREME	5	7650-2203-0	125.00-
06/07/2013	CDPT	06/11/2013	87949	VALIC	4	7650-2203-0	2,302.05-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	15,234.21-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	18,316.67-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	5,509.88-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	202.77-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	158.45-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	183.99-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	126.98-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	134.61-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	15.00-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	4,671.09-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	1,193.69-
06/07/2013	CDPT	06/12/2013	87950	P.E.R.S.	8	7650-2203-1	4,142.50-
06/07/2013	CDPT	06/26/2013	88081	AFLAC	14	8403-2239-0	500.24-
06/07/2013	CDPT	06/26/2013	88081	AFLAC	14	7650-2203-0	152.85-
06/21/2013	CDPT	06/26/2013	88081	AFLAC	14	8403-2239-0	500.24-

Report Criteria:
Report type: GL detail
Check.Check Number = 88162
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
06/13	06/30/2013	88162	881	BANNER LASSEN MEDIC	RETURN SIDEWALK DEP. 1800	072512	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	480.00	480.00
Total 072512:										480.00	480.00
Grand Totals:										480.00	480.00

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
06/13	06/28/2013	88165	683	[redacted]	REFUND WATER OVERPAYME	10524860004	1	9999-1001-001	CASH CLEARING - UTILITIES	22.66	22.66
06/13	06/28/2013	88165	683	[redacted]	REFUND GAS OVERPAYMENT	10524860004	2	9999-1001-001	CASH CLEARING - UTILITIES	6.71	6.71
Total 10524860004:										29.37	29.37
06/13	06/28/2013	88159	728	U S POSTMASTER	GAS BILLING POSTAGE	062813	1	7401-430-62-46	POSTAGE	249.39	249.39
06/13	06/28/2013	88159	728	U S POSTMASTER	WATER BILLING POSTAGE	062813	2	7110-430-42-46	POSTAGE	484.10	484.10
Total 062813:										733.49	733.49
Grand Totals:										762.86	762.86

M = Manual Check, V = Void Check

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/13	07/03/2013	88166	817	ADAMSON POLICE PROD	SLUGS	106777	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	340.50	340.50
Total 106777:										340.50	340.50
07/13	07/03/2013	88167	21	AIRGAS USA, LLC	CHLORINE	9017085024	1	7110-430-42-46	SUPPLIES-GENERAL	372.97	372.97
Total 9017085024:										372.97	372.97
07/13	07/03/2013	88167	21	AIRGAS USA, LLC	OXYGEN	9017226740	1	7110-430-42-46	SUPPLIES-GENERAL	36.11	36.11
Total 9017226740:										36.11	36.11
07/13	07/03/2013	88168	7503		REFUND GAS DEPOSIT	10120651420	1	7401-2228-000	DEPOSITS-CUSTOMER	153.73	153.73
Total 10120651420:										153.73	153.73
07/13	07/03/2013	88169	68	BECKWITH MD, DAVID R	P/D PHYSICAL	61413	1	1000-421-10-43	PROFESSIONAL SVCS	110.00	110.00
Total 061413:										110.00	110.00
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	PAINT	272249	1	1000-452-20-46	SUPPLIES-GENERAL	19.31	19.31
Total 272249:										19.31	19.31
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	REACHER, SAW	272836	1	1000-452-20-47	MACHINERY AND EQUIPMENT	80.27	80.27
Total 272836:										80.27	80.27
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	ANTIFREEZE, OIL, ANT SPRAY	273310	1	7530-451-52-46	SUPPLIES-GENERAL	56.23	56.23
Total 273310:										56.23	56.23
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	STIK REACHER	273311	1	1000-452-20-47	MACHINERY AND EQUIPMENT	18.37	18.37

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 273311:										18.37	18.37
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	TAPE, PRIMER, COUPLING	273394	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	26.19	26.19
Total 273394:										26.19	26.19
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	LUBE	273424	1	1000-452-20-46	SUPPLIES-GENERAL	15.47	15.47
Total 273424:										15.47	15.47
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	NIPPLE, COUPLING	273472	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	5.88	5.88
Total 273472:										5.88	5.88
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	WRENCH	273532	1	1000-452-20-47	MACHINERY AND EQUIPMENT	8.60	8.60
Total 273532:										8.60	8.60
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	WEED EATER LINE	273738	1	7530-451-52-46	SUPPLIES-GENERAL	40.17	40.17
Total 273738:										40.17	40.17
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	FASTENERS	273911	1	1000-452-20-46	SUPPLIES-GENERAL	2.90	2.90
Total 273911:										2.90	2.90
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	PAINT ROLLER	274054	1	2007-431-20-46	SUPPLIES-GENERAL	6.28	6.28
Total 274054:										6.28	6.28
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	WEED EATER LINE	274492	1	1000-422-10-46	SUPPLIES-GENERAL	12.57	12.57
Total 274492:										12.57	12.57
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	FASTENERS	274844	1	1000-422-10-46	SUPPLIES-GENERAL	98.50	98.50
Total 274844:										98.50	98.50

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
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	HANDLE THREAD	274891	1	7110-430-42-46	SUPPLIES-GENERAL	10.15	10.15
Total 274891:										10.15	10.15
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	HOSE FITTING	274921	1	2007-431-20-46	SUPPLIES-GENERAL	2.89	2.89
Total 274921:										2.89	2.89
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	PAINT, PRIMER	274952	1	2007-431-20-46	SUPPLIES-GENERAL	13.51	13.51
Total 274952:										13.51	13.51
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	FASTENERS	274984	1	7110-430-42-46	SUPPLIES-GENERAL	11.57	11.57
Total 274984:										11.57	11.57
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	FASTENERS, PAINT, SPACES	274989	1	2007-431-20-46	SUPPLIES-GENERAL	18.79	18.79
Total 274989:										18.79	18.79
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	FLIER, CAULK, NYLON	275050	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	14.50	14.50
07/13	07/03/2013	88170	76	BILLINGTON ACE HARD	FLIER, CAULK, NYLON	275050	2	7110-430-42-46	SUPPLIES-GENERAL	16.95	16.95
Total 275050:										31.45	31.45
07/13	07/03/2013	88171	7500		REFUND GAS DEPOSIT	10311100015	1	7401-2228-000	DEPOSITS-CUSTOMER	16.05	16.05
Total 10311100015:										16.05	16.05
07/13	07/03/2013	88172	148	COMPUTER LOGISTICS	2 HRS MONTLY MAINTENANCE	60507	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 60507:										220.00	220.00
07/13	07/03/2013	88172	148	COMPUTER LOGISTICS	EMAIL & IPHONE SUPPORT	60580	1	1000-417-10-43	TECHNICAL SVCS	305.55	305.55
Total 60580:										305.55	305.55
07/13	07/03/2013	88173	166	D & L DISTRIBUTING INC	SODA/WATER FOR GOLF COU	440167	1	7530-451-54-46	SUPPLIES GENERAL	65.00	65.00

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 440167:										65.00	65.00
07/13	07/03/2013	88174	7506	DEFOREST, PAUL	CARL MOYER EMISSION GRAN	070213	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 070213:										35,000.00	35,000.00
07/13	07/03/2013	88175	194	DIAMOND SAW SHOP IN	SPARK PLUGS	11691	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	13.57	13.57
Total 11691:										13.57	13.57
07/13	07/03/2013	88175	194	DIAMOND SAW SHOP IN	WEED EATER REPAIR	11707	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	56.22	56.22
Total 11707:										56.22	56.22
07/13	07/03/2013	88176	1343	DOW JR, JAY	CARL MOYER EMMISSION GRA	070313	1	8405-430-10-48	GRANTS	28,483.00	28,483.00
07/13	07/03/2013	88176	1343	DOW JR, JAY	CARL MOYER EMMISSION GRA	070313	2	8405-430-10-48	GRANTS	28,483.00	28,483.00
Total 070313:										56,966.00	56,966.00
07/13	07/03/2013	88177	219	ED STAUB & SONS PETR	92.9 GAL PROPANE GOLF COU	0098104	1	7530-451-54-46	PROPANE	190.75	190.75
Total 0098104:										190.75	190.75
07/13	07/03/2013	88178	1336	EMERGENCY EQUIPMEN	DISINFECTANT	62841	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	58.21	58.21
Total 62841:										58.21	58.21
07/13	07/03/2013	88179	1308		PRE-EMPLY PHSYCH FIRE DEP	061313	1	1000-416-10-43	PROFESSIONAL SVCS	250.00	250.00
Total 061313:										250.00	250.00
07/13	07/03/2013	88179	1308		PSYCH EVAL , P/D	061713	1	1000-421-10-43	PROFESSIONAL SVCS	250.00	250.00
Total 061713:										250.00	250.00
07/13	07/03/2013	88180	238	FASTENAL COMPANY	AIRHOSE PARTS	53119	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	30.97	30.97

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 53119:										30.97	30.97
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	#7544 SUMMONS	#7544	1	1000-417-10-45	ADVERTISING	578.10	578.10
Total #7544:										578.10	578.10
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	BUDGET HEARING NOTICE #75	#7575	1	1000-417-10-45	ADVERTISING	55.00	55.00
Total #7575:										55.00	55.00
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	#7581 FIREWORKS ORDIANCE	#7581	1	1000-422-10-45	ADVERTISING	215.60	215.60
Total #7581:										215.60	215.60
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	MAINT WORKER 060513	00914596	1	1000-416-10-45	ADVERTISING	28.25	28.25
Total 00914596:										28.25	28.25
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	FATHERS DAY AD GOLF COUR	00915435	1	7530-451-52-45	ADVERTISING	118.00	118.00
Total 00915435:										118.00	118.00
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	MAINT WORKER 061213	00916129	1	1000-416-10-45	ADVERTISING	28.25	28.25
Total 00916129:										28.25	28.25
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	FATHERS DAY GOLF CORSE A	00917135	1	7530-451-52-45	ADVERTISING	118.00	118.00
Total 00917135:										118.00	118.00
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	13 MAG GOLF COURSE 6/19/13	00918569	1	7530-451-52-45	ADVERTISING	262.50	262.50
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	13 MAG GOLF COURSE 6/19/13	00918569	2	7530-451-52-45	ADVERTISING	75.00	75.00
Total 00918569:										337.50	337.50
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	WEEDS AD 061913	00918710	1	1000-425-20-45	ADVERTISING	148.05	148.05

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 00918710:										148.05	148.05
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	FIREWORKS AD 062613	00920303	1	1000-425-20-45	ADVERTISING	148.05	148.05
Total 00920303:										148.05	148.05
07/13	07/03/2013	88181	241	FEATHER PUBLISHING C	WEEDS AD 061213	009917171	1	1000-425-20-45	ADVERTISING	148.05	148.05
Total 009917171:										148.05	148.05
07/13	07/03/2013	88182	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	373446A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 373446A:										105.00	105.00
07/13	07/03/2013	88182	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING G	373476A	1	7530-451-52-43	TECHNICAL SERVICES	25.00	25.00
Total 373476A:										25.00	25.00
07/13	07/03/2013	88183	265	FRONTIER - IRREGULAR	021-1147 CITY HALL	11147 062013	1	1000-417-10-45	COMMUNICATIONS	1,025.49	1,025.49
Total 11147 062013:										1,025.49	1,025.49
07/13	07/03/2013	88183	265	FRONTIER - IRREGULAR	257-5152 FIRE	5152 061013	1	1000-422-10-45	COMMUNICATIONS	423.35	423.35
Total 5152 061013:										423.35	423.35
07/13	07/03/2013	88184	1043	GALVAN, JESSE	VINYL LETTERS	SVP13-3	1	1000-421-10-47	EQUIPMENT - SAFETY	325.00	325.00
Total SVP13-3:										325.00	325.00
07/13	07/03/2013	88185	7502	V	REFUND GAS DEPOSIT	10224750012	1	7401-2228-000	DEPOSITS-CUSTOMER	126.08	126.08
Total 10224750012:										126.08	126.08
07/13	07/03/2013	88186	1177	HOWARD E. HUTCHING	UPPER TANK	006502	1	7110-430-42-47	MACHINERY AND EQUIPMENT	1,669.56	1,669.56
Total 006502:										1,669.56	1,669.56

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/13	07/03/2013	88186	1177	HOWARD E. HUTCHING	WATER DEPT FOR UPPER TAN	006548	1	7110-430-42-47	MACHINERY AND EQUIPMENT	1,383.27	1,383.27
Total 006548:										1,383.27	1,383.27
07/13	07/03/2013	88187	335	J.W. WOOD CO INC	SPRINKLER	S064136	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	8.04	8.04
Total S064136:										8.04	8.04
07/13	07/03/2013	88187	335	J.W. WOOD CO INC	COUPLINGS, ADAPTOR	S064154	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	16.64	16.64
Total S064154:										16.64	16.64
07/13	07/03/2013	88187	335	J.W. WOOD CO INC	BLACK CAP, BLACK REDUCER	S064176	1	7401-430-62-46	SUPPLIES-GENERAL	23.84	23.84
Total S064176:										23.84	23.84
07/13	07/03/2013	88188	362	KAUFFMAN, B	CITY HALL JANITORIAL SVCS	514791	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 514791:										650.00	650.00
07/13	07/03/2013	88188	362	KAUFFMAN, B	P/W JANITORIAL SVCS 0613	514792	1	7620-430-10-44	CUSTODIAL	220.00	220.00
Total 514792:										220.00	220.00
07/13	07/03/2013	88189	7498		REIM OVERPAYMNT 2012/13 P	061313	1	8404-430-10-32	AIR POLLUTION PERMITS	1,001.28	1,001.28
Total 061313:										1,001.28	1,001.28
07/13	07/03/2013	88190	371	KNOX COMPANY	LIFT-OFF	00577210	1	1000-417-10-46	SUPPLIES-GENERAL	259.08	259.08
Total 00577210:										259.08	259.08
07/13	07/03/2013	88191	7505	KRAMER RANCH LLC	CARL MOYER EMISSION GRAN	070213	1	8405-430-10-48	GRANTS	35,000.00	35,000.00
Total 070213:										35,000.00	35,000.00
07/13	07/03/2013	88192	990	LASSEN CO HEALTH & S	CUPA FEES - 720 SOUTH ST 7/1	130146	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	185.00	185.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 130146:										185.00	185.00
07/13	07/03/2013	88192	990	LASSEN CO HEALTH & S	2013-2014 CUPA FEES GOLF C	130157	1	7530-451-50-48	TAXES, FEES, PERMITS & CHA	135.00	135.00
Total 130157:										135.00	135.00
07/13	07/03/2013	88192	990	LASSEN CO HEALTH & S	CUPA FEES - BAGWELL 7/13 - 6	130178	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	85.00	85.00
Total 130178:										85.00	85.00
07/13	07/03/2013	88192	990	LASSEN CO HEALTH & S	CUPA FEES - CADY SPRINGS 7/	130179	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	85.00	85.00
Total 130179:										85.00	85.00
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	FUEL FILTER	175559	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	150.50-	150.50-
Total 175559:										150.50-	150.50-
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	GREASE	176745	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	35.37	35.37
Total 176745:										35.37	35.37
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	AIR FILTER	176955	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	48.35	48.35
Total 176955:										48.35	48.35
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	BLADERUNNER	177364	1	7530-451-52-46	SUPPLIES-GENERAL	45.68	45.68
Total 177364:										45.68	45.68
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	HALOGEN BULB	177564	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	7.84	7.84
Total 177564:										7.84	7.84
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	RADIATOR CAP	178120	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	7.55	7.55
Total 178120:										7.55	7.55

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
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	ANTI FREEZE	178130	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	8.91	8.91
Total 178130:										8.91	8.91
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	OIL FILTER	178276	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	40.95	40.95
Total 178276:										40.95	40.95
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	ANTI FREEZE	178374	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	72.43	72.43
Total 178374:										72.43	72.43
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	AIR FILTER	178396	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	117.21	117.21
Total 178396:										117.21	117.21
07/13	07/03/2013	88193	411	LASSEN MOTOR PARTS	STARTER FLUID	178616	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	7.50	7.50
Total 178616:										7.50	7.50
07/13	07/03/2013	88194	1102	LASSEN PC	MOZY SERVER LIC. 06/01/13- FI	6072	1	1000-422-10-43	TECHNICAL SVCS	23.49	23.49
Total 6072:										23.49	23.49
07/13	07/03/2013	88195	412	LASSEN REGIONAL SOLI	DUMP FEES	614423	1	1000-452-20-44	DISPOSAL	1.00	1.00
Total 614423:										1.00	1.00
07/13	07/03/2013	88196	413	LASSEN TIRE	2 NEW TIRES/DISMOUNT/MOU	44310	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1,154.11	1,154.11
Total 44310:										1,154.11	1,154.11
07/13	07/03/2013	88197	437	LMUD	AIRPORT VASI LIGHTS	10108 062413	1	7201-430-81-46	ELECTRICITY	83.02	83.02
Total 10108 062413:										83.02	83.02
07/13	07/03/2013	88197	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262 061813	1	1000-452-30-46	ELECTRICITY	10.00	10.00

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 10262 061813:										10.00	10.00
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 062413	1	7530-451-52-46	ELECTRICITY	2,079.25	2,079.25
Total 122907 062413:										2,079.25	2,079.25
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE STATION	122910 062413	1	7530-451-52-46	ELECTRICITY	2,347.81	2,347.81
Total 122910 062413:										2,347.81	2,347.81
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 062413	1	7530-451-52-46	ELECTRICITY	990.45	990.45
Total 122929 062413:										990.45	990.45
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE PUMP HOUSE	132052 062413	1	7530-451-52-46	ELECTRICITY	77.65	77.65
Total 132052 062413:										77.65	77.65
07/13	07/03/2013	88197	437	LMUD	470-895 CIRCLE DR	144281 062413	1	7530-451-52-46	ELECTRICITY	1,057.14	1,057.14
Total 144281 062413:										1,057.14	1,057.14
07/13	07/03/2013	88197	437	LMUD	1505 MAIN ST	2876 062413	1	1000-422-10-46	ELECTRICITY	691.86	691.86
Total 2876 062413:										691.86	691.86
07/13	07/03/2013	88197	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 062413	1	1000-452-20-46	ELECTRICITY	31.65	31.65
Total 3522 062413:										31.65	31.65
07/13	07/03/2013	88197	437	LMUD	N WEATHERLOW ST SIGNALS	3651 062413	1	2007-431-60-46	ELECTRICITY	114.45	114.45
Total 3651 062413:										114.45	114.45
07/13	07/03/2013	88197	437	LMUD	MAIN & ALEXANDER	49496 062413	1	2007-431-60-46	ELECTRICITY	103.52	103.52
Total 49496 062413:										103.52	103.52

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
07/13	07/03/2013	88197	437	LMUD	MAIN & FAIRFIELD	49497 062413	1	2007-431-60-46	ELECTRICITY	103.48	103.48
Total 49497 062413:										103.48	103.48
07/13	07/03/2013	88197	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 062413	1	2007-431-60-46	ELECTRICITY	121.07	121.07
Total 49498 062413:										121.07	121.07
07/13	07/03/2013	88197	437	LMUD	RIVERSIDE & MAIN SIGNAL LIG	49499 062413	1	2007-431-60-46	ELECTRICITY	197.50	197.50
Total 49499 062413:										197.50	197.50
07/13	07/03/2013	88197	437	LMUD	AIRPORT LOT 5	51908 062413	1	7201-430-81-46	ELECTRICITY	13.79	13.79
Total 51908 062413:										13.79	13.79
07/13	07/03/2013	88197	437	LMUD	AIRPORT HANGER 6	54333 062413	1	7201-430-81-46	ELECTRICITY	10.00	10.00
Total 54333 062413:										10.00	10.00
07/13	07/03/2013	88197	437	LMUD	925 SIERRA RD SPORTS CTR	60453 062413	1	1000-452-20-46	ELECTRICITY	10.41	10.41
Total 60453 062413:										10.41	10.41
07/13	07/03/2013	88197	437	LMUD	AIRPORT OFFICE	7146 062413	1	7201-430-81-46	ELECTRICITY	352.28	352.28
Total 7146 062413:										352.28	352.28
07/13	07/03/2013	88197	437	LMUD	AIRPORT GAS PUMP	7154 062413	1	7201-430-81-46	ELECTRICITY	21.57	21.57
Total 7154 062413:										21.57	21.57
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE CLUB HOUSE	7394 062413	1	7530-451-52-46	ELECTRICITY	106.25	106.25
Total 7394 062413:										106.25	106.25
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE CART BARN 2	7400 062413	1	7530-451-52-46	ELECTRICITY	28.27	28.27

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 7400 062413:										28.27	28.27
07/13	07/03/2013	88197	437	LMUD	WELL 1	7714 062413	1	7110-430-42-46	ELECTRICITY	528.03	528.03
Total 7714 062413:										528.03	528.03
07/13	07/03/2013	88197	437	LMUD	1801 MAIN ST	8314 062413	1	1000-421-10-46	ELECTRICITY	870.44	870.44
Total 8314 062413:										870.44	870.44
07/13	07/03/2013	88197	437	LMUD	AIRPORT HANGER 8	92715 062413	1	7201-430-81-46	ELECTRICITY	10.00	10.00
Total 92715 062413:										10.00	10.00
07/13	07/03/2013	88197	437	LMUD	GOLF COURSE BARN 1 & 3	9312 062413	1	7530-451-52-46	ELECTRICITY	10.27	10.27
Total 9312 062413:										10.27	10.27
07/13	07/03/2013	88198	481	MISSION LINEN & UNIFO	PARKS LINEN SER 061813	250158457	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250158457:										12.83	12.83
07/13	07/03/2013	88198	481	MISSION LINEN & UNIFO	PARKS LINEN SER 062513	250159737	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250159737:										12.83	12.83
07/13	07/03/2013	88198	481	MISSION LINEN & UNIFO	PARKS LINEN SER 070213	250161023	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250161023:										12.83	12.83
07/13	07/03/2013	88199	488	MORNING GLORY	GOLF COURSE RESTURANT F	329088B	1	7530-451-54-46	SUPPLIES GENERAL	75.69	75.69
Total 329088B:										75.69	75.69
07/13	07/03/2013	88199	488	MORNING GLORY	GOLF COURSE RESTURANT F	329224	1	7530-451-54-46	SUPPLIES GENERAL	121.06	121.06
Total 329224:										121.06	121.06

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/13	07/03/2013	88199	488	MORNING GLORY	GOLF COURSE RESTURANT F	329284	1	7530-451-54-46	SUPPLIES GENERAL	14.05	14.05
Total 329284:										14.05	14.05
07/13	07/03/2013	88199	488	MORNING GLORY	GOLF COURSE RESTURANT F	329332	1	7530-451-54-46	SUPPLIES GENERAL	276.21	276.21
Total 329332:										276.21	276.21
07/13	07/03/2013	88199	488	MORNING GLORY	GOLF COURSE RESTURANT F	329410	1	7530-451-54-46	SUPPLIES GENERAL	154.89	154.89
Total 329410:										154.89	154.89
07/13	07/03/2013	88199	488	MORNING GLORY	GOLF COURSE RESTURANT F	329455	1	7530-451-54-46	SUPPLIES GENERAL	34.28	34.28
Total 329455:										34.28	34.28
07/13	07/03/2013	88200	519	NORTH CAL-NEVA RC &	7/13-6/14 SPONSORSHIP	01201307	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	150.00	150.00
Total 01201307:										150.00	150.00
07/13	07/03/2013	88201	7501		REFUND GAS DEPOSIT	10223690007	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10223690007:										200.00	200.00
07/13	07/03/2013	88202	7232		REFUND GAS DEPOSIT	10302650017	1	7401-2228-000	DEPOSITS-CUSTOMER	23.19	23.19
Total 10302650017:										23.19	23.19
07/13	07/03/2013	88203	556	PITNEY BOWES INC	MONTHLY MAINT POSTAGE MA	357257	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	150.77	150.77
07/13	07/03/2013	88203	556	PITNEY BOWES INC	MONTHLY MAINT POSTAGE MA	357257	2	1000-417-10-44	MISC - REPAIR & MAINTENANC	150.77	150.77
Total 357257:										301.54	301.54
07/13	07/03/2013	88204	572	QUILL CORPORATION	POST IT, FILES, FASTENER, CO	3475354	1	1000-415-10-46	SUPPLIES-GENERAL	289.51	289.51
Total 3475354:										289.51	289.51
07/13	07/03/2013	88204	572	QUILL CORPORATION	FASTENERS, PAPER	3509258	1	1000-424-20-46	SUPPLIES-GENERAL	17.51	17.51

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 3509258:										17.51	17.51
07/13	07/03/2013	88205	6795	R	REFUND GAS DEPOSIT	10422950107	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
07/13	07/03/2013	88205	6795		REFUND WATER DEPOSIT	10422950107	2	7110-2228-000	DEPOSITS-CUSTOMER	50.00	50.00
Total 10422950107:										250.00	250.00
07/13	07/03/2013	88206	616	SAFETY MEETING OUTLI	SUBSCRIPTION	070113	1	7401-430-62-48	TAXES, FEES, PERMITS & CHA	115.00	115.00
Total 070113:										115.00	115.00
07/13	07/03/2013	88207	7239		REFUND GAS DEPOSIT	10420050011	1	7401-2228-000	DEPOSITS-CUSTOMER	349.38	349.38
Total 10420050011:										349.38	349.38
07/13	07/03/2013	88208	1076	SIERRA COFFEE AND BE	CITY HALL SERVICE 070113	40821	1	1000-417-10-46	SUPPLIES-GENERAL	27.40	27.40
Total 40821:										27.40	27.40
07/13	07/03/2013	88209	640	SIERRA ELECTRONICS	CIRCUIT BOARD #83	195863	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	130.00	130.00
Total 195863:										130.00	130.00
07/13	07/03/2013	88209	640	SIERRA ELECTRONICS	DASH LIGHTS	197587	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	730.78	730.78
Total 197587:										730.78	730.78
07/13	07/03/2013	88210	641	SIERRA FILTRATION PR	PLEATED FILTERS	55558	1	1000-422-10-46	SUPPLIES-GENERAL	127.20	127.20
Total 55558:										127.20	127.20
07/13	07/03/2013	88211	1265	SUSANVILLE PAINT CEN	PAINT	10563	1	2007-431-20-46	SUPPLIES-GENERAL	188.60	188.60
Total 10563:										188.60	188.60
07/13	07/03/2013	88212	7499	TYDENBROOKS	GAS METER LOCKS AND KEYS	607837	1	7401-430-62-46	SUPPLIES-GENERAL	436.79	436.79

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 607837:										436.79	436.79
07/13	07/03/2013	88213	744	UPTOWN UNIFORMS	POSSE BOX	392568	1	1000-425-20-46	SUPPLIES-GENERAL	70.90	70.90
Total 392568:										70.90	70.90
07/13	07/03/2013	88214	1140	W.D. LEE CONSTRUCTIO	EPOXY FILLER	4205	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	619.63	619.63
Total 4205:										619.63	619.63
07/13	07/03/2013	88215	758	WALMART COMMUNITY	REFILL TAPE ON LABEL MAKE	01885	1	7110-430-42-46	SUPPLIES-GENERAL	31.99	31.99
Total 01885:										31.99	31.99
07/13	07/03/2013	88215	758	WALMART COMMUNITY	TRASHBAGS, SOAP, KLEENEX	02706	1	1000-417-10-46	SUPPLIES-GENERAL	35.38	35.38
Total 02706:										35.38	35.38
07/13	07/03/2013	88215	758	WALMART COMMUNITY	STOPWATCHS	05192	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	63.02	63.02
Total 05192:										63.02	63.02
07/13	07/03/2013	88215	758	WALMART COMMUNITY	AJAX, PAPER TOWELS, SOAP	07022	1	1000-422-10-46	SUPPLIES-JANITORIAL	47.11	47.11
Total 07022:										47.11	47.11
07/13	07/03/2013	88215	758	WALMART COMMUNITY	STORAGE BAGS	09306	1	7110-430-42-46	SUPPLIES-GENERAL	4.71	4.71
Total 09306:										4.71	4.71
07/13	07/03/2013	88216	770	WESTERN NEVADA SUP	CURB STOPS	65519706	1	7110-430-42-46	SUPPLIES-GENERAL	630.01	630.01
Total 65519706:										630.01	630.01
07/13	07/03/2013	88216	770	WESTERN NEVADA SUP	GASKET, NUT SETS	65560915	1	7110-430-42-46	SUPPLIES-GENERAL	99.99	99.99
Total 65560915:										99.99	99.99

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/13	07/03/2013	88216	770	WESTERN NEVADA SUP	SPUD WRENCH	65566860	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	19.48	19.48
Total 65566860:										19.48	19.48
07/13	07/03/2013	88216	770	WESTERN NEVADA SUP	BUTT TEES	65570277	1	7401-430-62-46	SUPPLIES-GENERAL	301.75	301.75
Total 65570277:										301.75	301.75
07/13	07/03/2013	88216	770	WESTERN NEVADA SUP	WATER METER BOXES	65573330	1	7110-430-42-46	SUPPLIES-GENERAL	96.69	96.69
Total 65573330:										96.69	96.69
07/13	07/03/2013	88216	770	WESTERN NEVADA SUP	NIPPLES	65577011	1	7401-430-62-46	SUPPLIES-GENERAL	121.69	121.69
Total 65577011:										121.69	121.69
07/13	07/03/2013	88217	1198	WESTWOOD SANITATIO	PORTABLE TOILET - G/C 5/1/13-	38551	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total 38551:										98.88	98.88
07/13	07/03/2013	88217	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE P	38552	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total 38552:										98.88	98.88
07/13	07/03/2013	88218	7362	WHEELER, TAMMY	REIM FOOD GOLF COURSE RE	061013	1	7530-451-54-46	SUPPLIES GENERAL	7.92	7.92
Total 061013:										7.92	7.92
07/13	07/03/2013	88218	7362	WHEELER, TAMMY	GOLF COURSE FOOD REIM	062613	1	7530-451-54-46	SUPPLIES GENERAL	11.94	11.94
Total 062613:										11.94	11.94
07/13	07/03/2013	88219	5965		REFUND PARK RENTAL	062413	1	1000-452-20-36	RENT-CITY PARKS	59.00	59.00
Total 062413:										59.00	59.00
07/13	07/03/2013	88220	7504	WOLF, BRIAN	CARL MOYER EMISSION GRAN	070213	1	8405-430-10-48	GRANTS	35,000.00	35,000.00

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 070213:										35,000.00	35,000.00
07/13	07/03/2013	88221	1378	ZITO MEDIA	FIRE CABLE	356225062 062713	1	1000-422-10-45	COMMUNICATIONS	33.85	33.85
Total 356225062 062713:										33.85	33.85
Grand Totals:										192,483.65	192,483.65

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

AGENDA ITEM NO. 6C

Reviewed by: City Administrator
City Attorney

X Motion Only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Tom Downing, Chief of Police

Action Date: **July 17, 2013**

CITY COUNCIL AGENDA ITEM

SUBJECT: Community Service Officer job description modification.

PRESENTED BY: Tom Downing, Chief of Police

SUMMARY: At the June 19, 2013 City Council meeting, Council directed staff to modify the current Community Service Officer job description to include Animal Control duties. The modifications have been made to the job description and are attached for your review. The formatting of the job description has also been changed to maintain uniformity with other recently approved job descriptions.

FISCAL IMPACT: N/A.

ACTION REQUESTED: Approve Community Service Officer job description

ATTACHMENTS:

CSO Job Description

COMMUNITY SERVICE OFFICER
Susanville Police Department

DEFINITION

Non-sworn position performs a variety of routine clerical, secretarial, administrative, animal control, and field operations work in support of law enforcement activities.

DISTINGUISHING CHARACTERISTICS

SUPERVISION RECEIVED

Works under close supervision of the Police Lieutenant.

SUPERVISION EXERCISED

As necessary.

MINIMUM QUALIFICATIONS

General:

- Must be 18 years of order at the time of employment
- No felony convictions or disqualifying criminal history
- Must be able to read and write the English language

Education and Experience:

- High school diploma or GED equivalent
- Some general office, communications, or records management experience desirable
- Some experience in the care and handling of domestic animals desirable

License:

- A P.O.S.T. 832 PC Certificate must be obtained within six (6) months of employment
- Must possess and maintain a valid California Driver's license

EXPERIENCE AND TRAINING

- Basic law enforcement terminology and concepts
- Basic report writing and investigative techniques
- Basic office operations and practices
- Computer terminal and PC operations
- Communicating verbally in a clear and effective manner
- Obtaining accurate information from various sources
- Handling multiple activities simultaneously
- Understanding and following oral and written directions
- Exercising sound, independent judgment
- Performing various civilian support services
- Maintaining accurate records
- Establishing and maintaining effective working relationships

- Effective and clear written communication skills
- Operate radio and telephone equipment
- Quickly learn policies, procedures, and performance standards
- Think and act quickly in emergencies
- Learn to operate automated police information systems
- Perform various law enforcement support work
- Safely drive a motor vehicle
- Maintain adequate records within property room environment
- Ability to use animal capture equipment

Duties include but are not limited to the following:

- Answer non-hazardous calls for service
- Obtain information from parties at incident scenes and follow through on investigations
- Maintain accurate records and write accurate incident and crime reports
- Provides general animal control services including responding to calls for service concerning animal complaints or violations of local and state law, including but not limited to animals at large, animal bites, vicious animals, nuisances
- Removes dead, injured or dangerous animals from streets and residential property as necessary.
- Maintains records and files of animal related cases and logs all incidents concerning animal control activity
- Direct traffic as assigned
- Serve subpoenas and deliver court documents
- Assist in crime prevention, public education, and acts in collaboration with other community organizations
- Parking enforcement and vehicle abatement duties
- Collect and assist in packaging evidence at crime scenes as directed
- Provide and answer inquiries from the public
- Assist in maintaining property room, which could include packaging, labeling, logging, storing, releasing, and delivering evidence items to court
- Record and file citations, assign case numbers to incidents and maintain report files in the police department's computer system
- Receive incoming telephone calls, determine nature and urgency of call and coordinate appropriate response
- Compose a variety of correspondence, reports, and other materials requiring independent judgment as to content, accuracy and completeness
- Appear as a witness in court as necessary
- Administer the Live Scan computer systems
- Perform other related duties as assigned

TOOLS AND EQUIPMENT USED

Personal computer, including word processing and specialized software, police radio, telephone, calculator, fax machine, livescan machine, copier, animal capture equipment, specially equipped police vehicle, first aid equipment.

PHYSICAL DEMANDS

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing duties of this job, the employee is frequently required to sit, talk and/or hear. The employee is frequently required to stand; walk; run; use the hands to finger; handle or operate objects, tools, or controls; reach with hands and arms; climb or balance; stoop; kneel; crouch; crawl and taste or smell.

The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this job description include normal corrected close, distance, and color vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essentials functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually quiet in the office to moderately noisy in the field.

SELECTION GUIDELINES

Formal application, rating of education and experience; selection process which may be any combination of written, oral and/or performance exams; appointment is subject to successfully passing a pre-employment background, criminal history check, physical, and drug screen.

APPROVAL:

_____ _____

City Administrator Date Chief of Police Date

AGENDA ITEM NO. 6D

Reviewed by: ___ City Administrator
___ City Attorney

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

Submitted By: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly summary report of revenues, expenditures and projected fund balances for June 2013.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The report as of June 30, 2013 is attached.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file monthly summary report.

ATTACHMENTS: Revenues, expenditures and fund balances report.

REVENUES, EXPENDITURES AND FUND BALANCES REPORT
UNAUDITED

s:/Bob/fund Balances Report		Audited			Unaudited
		6/30/12	YTD	YTD	JUNE Fund Balance
Fund #	Fund Title	Fund Balance	Revenue	Expenditures	as of 6/30/13
100X	General Fund	2,151,222	4,884,375	5,040,341	1,995,256
2002	State COPS	69,894	80,589	112,190	38,293
2006	Snow Removal	57,256	46,896	105,264	(1,113)
2007	Streets	417,432	1,680,148	524,005	1,573,575
2010	Street Mitigation	35,187	7,934	0	43,121
2011	Police Mitigation	60,378	13,706	36,348	37,736
2012	Fire Mitigation	85,773	23,740	15,000	94,513
2013	Park Dedication	24,076	547	0	24,624
2014	State of CA - Prop 30/AB 109	0	24,674	0	24,674
2016	State Comm. Dev. Rev.FD	993,995	11,306	102,229	903,072
2017	State Economic Rev. FD	422,062	11,319		433,381
2018	Home Revolving Fund	740,828	23,089		763,917
2030	Traffic Safety	76,874	10,673	6,230	81,317
2031	Barry Creek Development	488	0	0	488
2033	Chestnut Street Culvert (was 3004)	25,182	15		25,197
2036	Skyline - Numa Signal	77,397	277		77,674
2037	Skyline Bicycle Lane	7,275	178		7,454
2038	Skyline - Rt 139 Signal	17,938	55		17,993
3019	STIP Rehab Project	0	120,635	1,345,825	(1,225,190)
3023	Prop 1B CIP	109,777		38,921	70,856
3024	Federal ARRA 2010 Rehab Projq	(156,372)	156,372	156,372	(156,372)
3025	Sierra Park Project CIP	159,748	72,679	127,590	104,837
4001	Miller Fletcher	1,100,373	11,296	148,803	962,866
4003	City Hall Debt Service	38,555	185,563	119,756	104,361
711X	Water Funds	2,073,682	2,302,962	2,579,997	1,796,646
7201	Airport	1,682,474	451,228	247,051	1,886,651
7301	Geothermal	455,723	92,898	41,824	506,797
740X	Natural Gas	(863,040)	4,494,567	3,939,228	(307,701)
7530	Golf Course	1,958,661	607,340	413,873	2,152,128
7610	OPEB	(218,984)	44,640	459	(174,803)
7620	PW Admin/Engineering	70	9,479	(13,645)	23,194
7630	Risk Management	670,192	339,482	361,850	647,824
8402	LAFCO	29,961	52,058	47,470	34,549
8404	Air Pollution	357,919	200,595	150,714	407,799
8405	Air Pollution - Carl Moyer	0	600,504	400,474	200,030
	TOTALS	12,661,995	16,561,820	16,048,170	13,175,644

AGENDA ITEM NO. 6E

Reviewed by: ~~X~~ City Administrator
___ City Attorney
___ City Treasurer

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

Submitted By: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Treasurer's Report

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Attached for Council's review is the Treasurer's Report for the month of June 2013

FISCAL IMPACT: None

ACTION REQUESTED: Motion to receive and file the Treasurer's Report for the month of June 2013

ATTACHMENTS: Receipts and Disbursements Report

POOLED CASH & INVESTMENTS

JUNE 30, 2013

POOLED CASH FUND	
Cash Clearing-NSF Checks	274
Cash Clearing-Utilities	(369)
Cash Clearing-Business Licens	(131)
Cash Clearing-Business Tax	5
Bank of America - Checking	308,193
LAIF	11,203,933
Total Cash & Investments	11,511,905

Pooled Cash Allocation:

General	1,539,211
General Restricted	534,650
Special Revenue	1,435,614
Capital Projects	(1,003,270)
Debt Service	314,211
Enterprise	
Airport	2,439
Geothermal	246,496
Golf Course	46,489
Natural Gas	3,561,369
Water	3,717,635
Internal Service	495,997
Trust & Agency	621,064
Total Cash & Inv. Allocations	11,511,905

CASH WITH FISCAL AGENTS

JUNE 30, 2013

General	
Special Revenue	
Capital Projects	
Debt Service	152,671
Enterprise	3,675,638
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	3,828,309
GRAND TOTAL	15,340,215

S:/Finance/Debi/Council Cash & Investments Report

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
JUNE 30, 2013

COMBINED ACCOUNTS

9999-1001-001	CASH CLEARING - UTILITIES	(368.94)
9999-1001-002	CASH CLEARING - ACCTS REC	(274.00)
9999-1001-003	CASH CLEARING - NSF CHECKS	274.16
9999-1001-004	CASH CLEARING - BUSINESS LIC	(131.00)
9999-1001-005	CASH CLEARING - BUSINESS TAX	5.00
9999-1011-001	B OF A # 08038-80200	308,192.59
9999-1030-001	LAIF	11,203,932.90
	TOTAL COMBINED CASH AND INVESTMENTS	11,511,630.71
9999-1000-000	CLAIM ON CASH	(11,511,630.71)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	60,738.84
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,406.23
1004	ALLOCATION TO GF-PANCERA PLAZA	18,075.96
1005	ALLOCATION TO GF-RESERVE ACCOUNT	452,428.75
2002	ALLOCATION TO STATE COPS	38,320.71
2006	ALLOCATION TO SNOW REMOVAL	(1,112.64)
2007	ALLOCATION TO STREETS & HIGHWAYS	349,256.72
2010	ALLOCATION TO STREET MITIGATION	43,120.81
2011	ALLOCATION TO POLICE MITIGATION	37,037.71
2012	ALLOCATION TO FIRE MITIGATION	91,505.93
2013	ALLOCATION TO PARK DEDICATION FUND	24,622.54
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	24,674.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	186,270.43
2017	ALLOCATION TO STATE ECONOMIC REV FD	231,045.86
2018	ALLOCATION TO HOME REVOLVING FUND	190,237.71
2030	ALLOCATION TO TRAFFIC SAFETY	81,316.63
2031	ALLOCATION TO BARRY CREEK DEVELOPMENT	488.08
2033	ALLOCATION TO CHESTNUT STREET CULVERT	25,197.21
2036	ALLOCATION TO SKYLINE - NUMA SIGNAL	77,673.70
2037	ALLOCATION TO SKYLINE BICYCLE LANE	7,452.63
2038	ALLOCATION TO SKYLINE - RT 139 SIGNAL	17,993.09
3019	ALLOCATION TO STIP REHABILITATION PROJECT	(1,216,466.32)
3023	ALLOCATION TO PROP 1B IMPROVEMENTS	70,397.55
3025	ALLOCATION TO SIERRA PARK PROJECT	153,037.08
4001	ALLOCATION TO MARK ROOS SERIES B/92	209,849.67
4003	ALLOCATION TO CITY HALL	104,361.60
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	973,307.24
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	33,924.36
7630	ALLOCATION TO RISK MANAGEMENT FUND	410,291.61
7650	ALLOCATION TO PAYROLL	28,246.86
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	2,010.95
8402	ALLOCATION TO LAFCO	26,623.42

8403	ALLOCATION TO SEC 125 AFLAC	(741.70)
8404	ALLOCATION TO AIR POLLUTION	270,688.36
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	322,483.43
	ALLOCATIONS TO RESTRICTED FUNDS	8,154,840.01
	UNRESTRICTED FUNDS	
1000	ALLOCATION TO GENERAL FUND	1,539,210.99
7110	ALLOCATION TO WATER SYSTEM	(255,672.67)
7201	ALLOCATION TO AIRPORT	2,438.97
7301	ALLOCATION TO GEOTHERMAL UTILITY	246,495.66
7401	ALLOCATION TO NATURAL GAS	1,754,294.16
7530	ALLOCATION TO GOLF COURSE	46,489.05
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	23,534.54
	ALLOCATIONS TO UNRESTRICTED FUNDS	3,356,790.70
	TOTAL ALLOCATIONS TO OTHER FUNDS	11,511,630.71
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(11,511,630.71)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	VP Disbursement	Receipts	Balance
				$161,837.42
6/4/2013	6/3/2013	($191.28)	$75,941.18	$237,587.32
6/4/2013			$5,277.52	$242,864.84
6/4/2013			$1,148.75	$244,013.59
6/5/2013	6/4/2013		$30,228.66	$274,242.25
6/5/2013		($7.00)		$274,235.25
6/5/2013			$1,084.73	$275,319.98
6/5/2013			$1,405.15	$276,725.13
6/5/2013			$1,297.12	$278,022.25
6/5/2013			$231.40	$278,253.65
6/5/2013			$257.80	$278,511.45
6/5/2013			$442.60	$278,954.05
6/5/2013			$13.60	$278,967.65
6/5/2013			$194.10	$279,161.75
6/5/2013		($704.02)		$278,457.73
6/5/2013		($774.98)		$277,682.75
6/5/2013			$3,902.98	$281,585.73
6/5/2013			$325.42	$281,911.15
6/6/2013	6/5/2013	($3,316.66)	$21,583.30	$300,177.79
6/6/2013		($15,540.63)		$284,637.16
6/6/2013		($3,906.94)		$280,730.22
6/6/2013			$3,164.69	$283,894.91
6/6/2013			$1,349.14	$285,244.05
6/7/2013	6/6/2013		$995.01	$286,239.06
6/7/2013			$559.53	$286,798.59
6/7/2013			$275.73	$287,074.32
6/7/2013			$745.27	$287,819.59
6/7/2013			$179.52	$287,999.11
6/7/2013			$188.00	$288,187.11
6/7/2013			$11.40	$288,198.51
6/7/2013			$31.93	$288,230.44
6/7/2013			$451.40	$288,681.84
6/7/2013			$10,947.59	$299,629.43
6/7/2013			$1,682.76	$301,312.19
6/7/2013				$301,312.19
6/7/2013		($109,764.11)		$191,548.08
6/10/2013	6/7/2013		$27,706.45	$219,254.53
6/10/2013			$3,670.79	$222,925.32
6/11/2013	6/10/2013		$62,950.52	$285,875.84
6/11/2013		($88,053.10)		$197,822.74
6/11/2013		($24,017.86)		$173,804.88
6/11/2013		($32,284.02)		$141,520.86
6/11/2013		($58,612.04)		$82,908.82
6/11/2013			$2,752.13	$85,660.95
6/11/2013			$3,882.19	$89,543.14
6/12/2013	6/11/2013	($6,500.00)	$14,508.14	$97,551.28
6/12/2013			$2,470.26	$100,021.54
6/12/2013			$2,422.11	$102,443.65
6/13/2013	6/12/2013	($265.00)	$53,217.92	$155,396.57
6/13/2013			$1,659.50	$157,056.07
6/13/2013			$646.81	$157,702.88
6/13/2013		($77,788.42)		$79,914.46
6/14/2013	6/13/2013	($2,156.25)	$16,863.99	$94,622.20
6/14/2013			$923.27	$95,545.47
6/14/2013			$910.00	$96,455.47
6/17/2013	6/14/2013		$12,577.04	$109,032.51
6/17/2013			$124.16	$109,156.67
6/17/2013		($20.00)		$109,136.67
6/17/2013		($30.00)		$109,106.67
6/17/2013		($32.99)		$109,073.68
6/17/2013			$1,687.93	$110,761.61
6/18/2013	6/17/2013		$120,078.80	$230,840.41
6/18/2013			$422.76	$231,263.17
6/18/2013			$630.21	$231,893.38
6/18/2013			$924,000.00	$1,155,893.38

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursement	Receipts	Balance
6/18/2013		($4,627.88)		$1,151,265.50
6/18/2013		($1,047.49)		$1,150,218.01
6/18/2013			$1,681.69	$1,151,899.70
6/19/2013	6/18/2013		$23,937.45	$1,175,837.15
6/19/2013			$2,195.84	$1,178,032.99
6/19/2013			$808.83	$1,178,841.82
6/18/2013		($1,320.20)		$1,177,521.62
6/20/2013	6/19/2013		$9,052.75	$1,186,574.37
6/20/2013			$2,014.34	$1,188,588.71
6/20/2013			$2,550.80	$1,191,139.51
6/20/2013				$1,191,139.51
6/20/2013			$200,000.00	$1,391,139.51
6/20/2013		($1,226,019.42)		$165,120.09
6/20/2013			$156.02	$165,276.11
6/20/2013			$150.00	$165,426.11
6/20/2013			$350.00	$165,776.11
6/20/2013		($12.75)		$165,763.36
6/20/2013		($27,122.86)		$138,640.50
6/21/2013	6/20/2013	($34.86)	$10,714.94	$149,320.58
6/21/2013			$2,937.93	$152,258.51
6/24/2013	6/21/2013		$20,606.05	$172,864.56
6/24/2013		($15.00)		$172,849.56
6/24/2013			$1,201.91	$174,051.47
6/24/2013			$200,000.00	$374,051.47
6/24/2013			$1,614.40	$375,665.87
6/24/2013			$1,101.50	$376,767.37
6/25/2013	6/24/2013		$14,915.63	$391,683.00
6/25/2013			$203.90	$391,886.90
6/25/2013			$2,544.23	$394,431.13
6/25/2013			$1,242.64	$395,673.77
6/26/2013	6/25/2013	($29.37)	$17,014.37	$412,658.77
6/26/2013		($97,417.24)		$315,241.53
6/26/2013		($3,981.40)		$311,260.13
6/26/2013		($31,378.64)		$279,881.49
6/26/2013		($60,884.00)		$218,997.49
6/26/2013		($57,491.66)		$161,505.83
6/26/2013			$2,552.96	$164,058.79
6/26/2013			$2,554.20	$166,612.99
6/27/2013	6/26/2013		$45,946.42	$212,559.41
6/27/2013		($10,049.68)		$202,509.73
6/27/2013			$1,336.41	$203,846.14
6/27/2013			$644.49	$204,490.63
6/27/2013		($60,395.49)		$144,095.14
6/27/2013		($733.49)		$143,361.65
6/28/2013	6/27/2013	($10.00)	$26,633.35	$169,985.00
6/28/2013		($86.21)		$169,898.79
6/28/2013		($20.00)		$169,878.79
6/28/2013			$556.84	$170,435.63
6/28/2013			$432.01	$170,867.64
6/28/2013			$101.04	$170,968.68
6/28/2013			$109.09	$171,077.77
6/28/2013			$90.89	$171,168.66
6/28/2013			$219.25	$171,387.91
6/28/2013			$89,311.55	$260,699.46
6/28/2013			$32,181.78	$292,881.24
6/28/2013			$31.93	$292,913.17
6/28/2013			$337.00	$293,250.17
6/28/2013		($1,964.00)		$291,286.17
6/28/2013			$1,652.97	$292,939.14
6/28/2013			$211.48	$293,150.62
7/1/2013	6/28/2013	($24.90)	$12,079.66	$305,205.38
7/1/2013			$90.57	$305,295.95
7/1/2013			$2,501.73	$307,797.68
7/1/2013			$394.91	$308,192.59

AGENDA ITEM NO. 7A

Reviewed by: City Administrator
City Attorney

___ Motion only
_X_ Public Hearing
___Resolution
___Ordinance
___Information

Submitted by: Heidi Whitlock, Project Manager

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Annual report for State of California Department of Housing and Community Development Block Grant (CDBG) Revolving Loan Funds

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY:

The City is required to conduct an annual public hearing to discuss the performance of the City of Susanville in completing and administering the federal grant programs funded through the State of California, Department of Housing and Community Development. The program was established by the Federal Housing and Community Development Act of 1974. The primary objective is the development of economically viable communities by providing decent housing and a suitable living environment for persons of low and moderate income.

In order to meet Citizen Participation requirements, the City is required to conduct an annual public hearing to allow members of the public to comment on the CDBG Program. Currently, the City has two revolving loan funded activities; First Time Homebuyers Down Payment Assistance and Housing Weatherization. The City receives income from the payment of CDBG loans which are deposited into these Revolving Loan Funds. The money must be loaned for CDBG eligible activities and not granted in order to meet the Revolving requirement.

The First Time Homebuyers program allows qualified applicants an opportunity to become homeowners through a silent second mortgage subsidy. The Housing Weatherization RLF provides funding for homeowners to complete weatherization upgrades to their home through low-interest loans. The conversion to natural gas is a requirement of participation in the loan program.

The balance available in the Revolving Loan Funds is as follows:

First Time Homebuyer Program	$ 238,685
Housing Weatherization Program	$ 59,671
Total Project Funds:	$ 298,356

In addition, the City has accumulated $120,866 in Administrative funds that may be spent on CDBG specific activities, including planning and technical assistance projects.

The State has also made available a Non-Revolving provision in their guidelines, wherein jurisdictions may apply for a waiver of the Non-Revolving requirement for Revolving Loan Funds. If approved, the City could dedicate program income funding to a project that would not have to be paid back into the revolving loan fund. The projects must be CDBG approved activities which benefit the target income group and are pre-approved by the State.

Action Requested:

1. Open Public Hearing
2. Receive staff report
3. Solicit and receive public input
4. Close public hearing
5. Motion to accept the annual report for City of Susanville Program Income and authorize submittal to the State Department of Housing

Fiscal Impact:

Funds Available for fiscal year 2013/2014:

$ 298,356	Program Funds
$ 120,866	General Administrative Funds
$ 419,222	

Attachments: Program Income Annual Grantee Performance Report

Grantee Performance Report

Report Period (FY) 2013

Standard Agreement # Program Income

Please Check One
Annual GPR ☑
Final GPR ☐

Jurisdiction Name: City of Susanville

Name of Contact: Gwenna MacDonald
Address of Contact: 66 N. Lassen St.
Susanville, CA 96130

FOR 2012 REPORTS- VERY IMPORTANT - IGNORE POP-UP MESSAGES ABOUT FORM COMPATABLILTY, CLICK "CONTINUE"

Telephone Number: 530.252.5106

E-Mail Address: hwhitlock@cityofsusa

SUMMARY OF ACTIVITIES

Complete the information above indicating the fiscal year and the Standard Agreement number. Indicate if this report represents an "Annual GPR" (Grantee Performance Report) or if this represents a "Final GPR" for which you are closing and finished the activity. Select from the following activities based on the matrix codes in your Standard Agreement. Check the box next to the activity and use the button to the right to be directed to the page to use in completing this report for each activity. If you have any questions regarding the correct matrix code, contact your CDBG Representative. If the activity has the option of two pages, the second page under the column heading "In Support of Housing" represents those activities with a National Objective Code of Low and Moderate Housing (LMH). For non-housing activities, use the button to the left.

		In Support of Housing (LMH)
(01) Acquisition of Real Property	☐ Page 1	
(02) Disposition	☐ Page 1	
(03) Public Facilities & Improvements*	☐ Page 6	☐ Page 3
(03A) Senior Centers	☐ Page 6	
(03B) Handicapped Centers	☐ Page 6	
(03C) Homeless Facilities	☐ Page 6	
(03D) Youth Centers	☐ Page 6	
(03E) Neighborhood Facilities	☐ Page 6	
(03F) Parks, Recreation Facilities	☐ Page 6	
(03G) Parking Facilities	☐ Page 6	
(03H) Solid Waste Disposal Imp.*	☐ Page 6	☐ Page 3
(03I)Flood Drainage Improvement*	☐ Page 6	☐ Page 3
(03J) Water/Sewer Improvements*	☐ Page 6	☐ Page 3
(03K) Street Improvements*	☐ Page 6	☐ Page 3
(03L) Sidewalk Improvements*	☐ Page 6	☐ Page 3
(03M) Child Care Centers	☐ Page 6	
(03N) Tree Planting	☐ Page 6	☐ Page 3
(03O) Fire Station/Equipment	☐ Page 6	
(03P) Health Facilities	☐ Page 6	
(03Q) Abused and Neglected Children Facilities	☐ Page 6	
(03R) Asbestos Removal	☐ Page 6	
(03S) Facilities for Aids Patients	☐ Page 6	
(03T) Operating Costs of Homeless/Aids	☐ Page 6	
(04) Clearance and Demolition	☐ Page 1	
(04A) Cleanup of Contaminated Sites	☐ Page 1	
(05) Public Services - General	☐ Page 7	
(05A) Senior Services	☐ Page 7	
(05B) Handicapped Services	☐ Page 7	
(05C) Legal Services	☐ Page 7	
(05D) Youth Services	☐ Page 7	

(05E) Transportation Services	☑ Page 7		In Support of Housing (LMH)
(05F) Substance Abuse Services	☐ Page 7		
(05G) Battered and Abused Spouses	☐ Page 7		
(05H) Employment Training	☐ Page 7		
(05I) Crime Awareness	☐ Page 7		
(05J) Fair Housing Activities	☐ Page 7		
(05K) Tenant/Landlord Counseling	☐ Page 7		
(05L) Child Care Services	☐ Page 7		
(05M) Health Services	☐ Page 7		
(05N) Abused & Neglected Children	☐ Page 7		
(05O) Mental Health Services	☐ Page 7		
(05P) Screening Lead Paint & Hazards	☐ Page 7		
(05Q) Subsistence Payments	☐ Page 7		
(05R) Homeownership Assistance - not direct	☐ Page 2		
(05S) Rental Housing Subsidies	☐ Page 5		
(05T) Security Deposits	☐ Page 5		
(05U) Housing Counseling	☐ Page 7		
(06) Interim Assistance	☐ Page 7		
(08) Relocation*	☐ Page 7	☐ Page 5	
(09) Loss of Rental Income*	☐ Page 7	☐ Page 5	
(11) Privately Owned Utilities*	☐ Page 6	☐ Page 3	
(12) Construction Housing	☐ Page 1		
(13) Direct Homeownership Assistance	☑ Page 2		
(14A) Rehabilitation - Single Unit Residential	☐ Page 4		
(14B) Rehabilitation - Multi - Unit Residential	☐ Page 4		
(14C) Public Housing Modernization	☐ Page 4		
(14D) Rehabilitation - Publicly-Owner Residential Buildings	☐ Page 4		
(14E) Rehabilitation Publicly/Private Commercial Industry	☐ Page 8		
(14F) Energy Efficiency Improvements	☐ Page 4		
(14G) Acquisition for Rehabilitation	☐ Page 4		
(14I) Lead Based Paint, Hazards Test Abatement	☐ Page 4		
(15) Code Enforcement	☐ Page 7		
(16A) Residential Historic Preservation	☐ Page 4		
(16B) Non-Residential Historic Preservation	☐ Page 6		
(17A) CI Land Acquisition/Disposition	☐ Page 8		
(17B) CI Infrastructure Development	☐ Page 8		
(17C) Building Acquisition, Construction, Rehabilitation	☐ Page 8		
(17D) Other Commercial/Industrial Improvements	☐ Page 8		
(18A) ED Direct Financial Assistance for For-Profits	☐ Page 8		
(18C) Micro-Enterprise Assistance	☐ Page 9		
(19E) Operation and Repair Foreclosed Property		☐ Page 5	

Certification:

I have reviewed the information contained in this report and certify that to the best of my knowledge that it is true and accurate, and that supporting documentation is maintained and available for State Review

Signature of Authorized Representative _____

Printed Name & Title _____

Date _____

6/10/2008

This section applies to activities with a National Objective of Low and Moderate Housing (LMH) and one of the following activities. Check off what activity you are reporting. If more than one activity is being reported on this page, you will need to create a duplicate sheet.

- ☐ Homeownership Assistance - not direct (05R)
- ☑ Direct Homeownership Assistance (13)

Program Description

IDIS cdbg 6

Check all statements that are applicable to this activity. This activity will include:

a. One-for-One Replacement (Reconstruction) complete Appendix A. ☐
b. Public improvement activity for which a Special Assessment will be levied. ☐
c. Displacement of household, business, farms, nonprofits, complete Appendix B. ☐
d. Creating a new Revolving Fund/Revolving Loan Account (RLA). ☐
e. The designation of an economic development "Favored activity". ☐
f. The funding of Colonia(s). ☐
g. Brownfield Activity — Indicate the number of remediated acres: _____ ☐
h. Historic Preservation Area. ☐
i. Presidential Declared Disaster. ☐
j. Multi-Unit Housing (2+ Units/structure). ☐
k. Rental Housing. ☐
l. Limited Clientele by Nature/Location or Presumed Benefit, complete Appendix C. ☑
m. A Subrecipient Agreement for this activity, complete Appendix D. ☐
n. The designation of Slum and Blight, complete Appendix E. ☐

Section 3
Economic Opportunities for Low & Very Low Income

Check box if the grant award is over $200,000 in CDBG funds. ☐

Check box if you have a construction contract or subcontract greater than $100,000. ☐

If both boxes are checked, you are required to comply with Section 3 reporting requirements pursuant to HUD (24 CFR 135). Attach a Section 3 report and submit the report with this GPR.

Minority Contractor Information

Provide the total dollar amount of this activity that will be directed towards

Firms owned wholly or in substantial part by:	Value of Contract
Minority group members	
Women	
Other (Specify) _____	

IDIS cdbg 5

TYPE OF ASSISTANCE

1. What type of financing was provided to the beneficiaries: Grants ☐ Loans ☑ No loans or grants ☐

2. Indicate the number of grants and/or loans provided this Report Period: Grants _____ Loans 2

3. Indicate the total number of grants and/or loans provided to date (entire contract term): Grants _____ Loans _____

4. When assistance is provided in the form of loans, enter the terms of financing:

	Interest Rate (%)	Number of Months (#)	Loan Amounts ($)
a. Amortized Loan:			
b. Deferred Payment/ Forgiveness Loan:	3%	360	

IDIS cdbg 8

DIRECT BENEFIT

This page allows you to report on beneficiaries race/ethnicity and income levels for the fiscal year:

Race & Code	HOUSING ACTIVITIES Owner All	Owner Hisp	Renter All	Renter Hisp
White (11):	2	0	0	0
Black/African American (12):	0	0	0	0
Asian (13):	0	0	0	0
American Indian/Alaskan Native (14):	0	0	0	0
Native Hawaiian/Other Pacific Isl. (15):	0	0	0	0
Am. Indian/Alaskan Native & White (16):	0	0	0	0
Asian & White (17):	0	0	0	0
Black/African Am. & White (18):	0	0	0	0
Am. Indian/Alaskan & Blck/Afrcn (19):	0	0	0	0
Other Multi-Racial (20):	0	0	0	0
TOTALS	**2**	**0**	**0**	**0**

Number of Female Head of Households: 1

IDIS cdbg 13

INCOME LEVELS

Number of households benefiting based on Income:

	Owner	Renter	Total all years
Extremely Low (<30%)	0	0	0
Low (31%-50%)	1	0	0
Moderate (51%-80%)	1	0	0
Non-Low/Moderate Income (+80%)	0	0	0
Totals	2	0	0

IDIS cdbg 17A

HOUSING - PUBLIC SERVICE

Indicate the number of persons/households assisted, according to the following:

1. a. Total being served for the program year _____
   b. Now have new access to this type of service or benefit: _____
   c. Now have improved access to this type of service or benefit: _____
   d. Now receive a service or benefit that is no longer substandard:

Direct Financial Assistance to Homebuyers

1. Enter the total number of homebuyer households: 2
2. Of the total homebuyers assisted, specify the following:
   a. Number of first-time homebuyers: 2
   b. Of those first-time homebuyers, specify the number receiving housing counseling: 2
3. The number of homebuyers receiving down payment assistance/closing costs: 2

Replacement Housing

If multiple locations, please duplicate and make additional forms as necessary.

IDIS cdbg 16

Indicate the address of the units to be demolished-converted:

Demolished/Converted Address _____

_____

Indicate the number and type of bedroom units

0/1 Zero or One bedroom unit _____

Two Bedroom Units _____

Three Bedroom Units _____

Four Bedroom Units _____

5+ Five or more Bedroom Units _____

Grant or Loan Agreement Executed Date: _____

Demolition or Conversion Agreement Date: _____

Replacement Address _____

_____

Number of bedroom units

0/1 Zero or One bedroom unit _____

Two Bedroom Units _____

Three Bedroom Units _____

Four Bedroom Units _____

5+ Five or more Bedroom Units _____

Date units will be available: _____

Date of any exception agreement: _____

Indicate the census tract of origin _____

Indicate the City _____

Race & Code	Displaced All	Displaced Hisp	Remain All	Remain Hisp	Relocated All	Relocated Hisp
White (11):	0	0	0	0	0	0
Black/African American (12):	0	0	0	0	0	0
Asian (13):	0	0	0	0	0	0
American Indian/Alaskan Native (14):	0	0	0	0	0	0
Nat.Hawaiian/Oth Pacific Isl (15):	0	0	0	0	0	0
Am. Indian/Alaskan Nat. &White (16):	0	0	0	0	0	0
Asian & White (17):	0	0	0	0	0	0
Black/African Am. & White (18):	0	0	0	0	0	0
Am.Indian/Alskn & Blck/Afrcn (19):	0	0	0	0	0	0
Other Multi-Racial (20):	0	0	0	0	0	0

Indicate the census tract of those relocated _____

Indicate the City _____

Race & Code	Displaced All	Displaced Hisp	Remain All	Remain Hisp	Relocated All	Relocated Hisp
White (11):	0	0	0	0	0	0
Black/African American (12):	0	0	0	0	0	0
Asian (13):	0	0	0	0	0	0
American Indian/Alaskan Native (14):	0	0	0	0	0	0
Nat.Hawaiian/Oth Pacific Isl (15):	0	0	0	0	0	0
Am. Indian/Alaskan Nat. &White (16):	0	0	0	0	0	0
Asian & White (17):	0	0	0	0	0	0
Black/African Am. & White (18):	0	0	0	0	0	0
Am.Indian/Alskn & Blck/Afrcn (19):	0	0	0	0	0	0
Other Multi-Racial (20):	0	0	0	0	0	0

If there is more than one census track, indicate the additional census tract and race distribution of those relocated. _____

Indicate the City _____

1. Presumed Benefit

IDIS User Guide 8-73

If the activity is funded under a National Objective Code of Low and Moderate Income Clientele, indicate the number of beneficiaries that fall into one or more of the following categories. Use the following income levels when reporting on the beneficiaries race and income on other pages of the GPR.

Number of:

☐ Abused Children	Extreme Low Income
☐ Battered Spouses	Low Income
☐ Severely Disabled Adults (Per Census Definition)	Low Income
☐ Illiterate Adults	Low Income
☐ Persons with Aids	Low Income
☐ Homeless Persons	Extreme Low Income
☐ Migrant Farm workers	Low Income
☐ Elderly Persons	Use Moderate Income if at a center with services, if not center based, use Low Income

2. Nature and Location

IDIS cdbg 10

Provide a narrative description of how the nature/location of this activity benefits low and moderate persons:

Program limited to low-income applicants only.

ORGANIZATION CARRYING OUT ACTIVITY

IDIS cdbg 3

Indicate if the activity will be carried out by one of the following:

- ☐ Grantee employees
- ☐ Contractors
- ☐ Grantee employees & contractors
- ☐ By others under a Sub-recipient Agreement

If you are using a Sub-recipient Agreement, indicate the name of the Organization:

Activity is being carried out by:

- ☐ A 105 (a) (15) entity as defined under the Housing and Development Act
- ☐ Another unit of local government
- ☐ Another public agency

IDIS cdbg 4

Indicate all that applies to this organization:

- ☐ Non-profit organization
- ☐ For-profit entity
- ☐ A faith-based organization
- ☐ An institution of higher education

Code Section 105(a) (15) is from the Housing and Development Act and provides the provision of assistance to neighborhood-based nonprofit organizations, local development corporations, and nonprofit organizations serving the development needs of communities in non-entitlement areas to carry out neighborhood revitalization, community economic development or energy conservation projects.

Provide a description of the boundaries of the designated area
Not the census tract/block data required for LMA)

Boundaries:

Percent of Deteriorated Buildings/Qualified Properties: _____ %

Public Improvement/Type Condition:
Provide a brief description identifying each type of improvement / type of condition

Slum/Blight Designation Year _____

AGENDA ITEM NO. 9A

Reviewed by: City Administrator
City Attorney

___ Motion only
___ Public Hearing
_X_ Resolution
___ Ordinance
___ Information

Submitted by: Craig C. Platt, Public Works Director

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution Number 13-4967** approving closure of Main Street (State Route 36) on from Roop Street to Fair Drive on Saturday, July 20, 2013 from 10:00 a.m. to Noon for the Lassen County Fair Parade and authorizing Mayor to execute a Caltrans encroachment permit application.

PRESENTED BY: Craig C. Platt, Public Works Director

SUMMARY: The Lassen County Fair Office is requesting City Council support for the Lassen County Fair Parade event. Specifically, the Fair Office is asking for closure of Main Street (State Route 36) from Roop Street to Fair Drive on Saturday, July 20, 2013 between the hours of 10:00 a.m. through Noon and for the City to facilitate the application process to Caltrans for an encroachment permit for the street closure. Caltrans does not charge the City an Encroachment Permit fee but they do require the City to accept all liability for this event as the Encroachment Permit Permittee.

A total of six (6) Public Works Department employees will set up and take down traffic control signs and help the thirteen (13) Police Officers with traffic control.

FISCAL IMPACT: Estimated (6) hours per employee for this event as follows:

Public Works Estimated*	$3,701
Police Department Estimated	$3,276
TOTAL ESTIMATED COST	$6,977

**Public Works Department employees will be paid double time as per their MOU.*

ACTION REQUESTED: Motion to approve **Resolution Number 13-4967** approving closure of Main Street (State Route 36) from Roop Street to Fair Drive on Saturday, July 20, 2013 from 10:00 a.m. through Noon and authorizing Mayor to execute a Caltrans Encroachment Permit application for this event.

ATTACHMENTS:
Resolution Number 13-4967
Letter of request from the Lassen County Fair Office
Caltrans Encroachment Permit Application with required attachments

RESOLUTION NUMBER 13-4967

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE SUPPORTING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM ROOP STREET TO FAIR DRIVE ON SATURDAY, JULY 20, 2013 FROM 10:00 A.M. TO NOON FOR THE LASSEN COUNTY FAIR PARADE AND AUTHORIZING MAYOR TO EXECUTE AN ENCROACHMENT PERMIT APPLICATION REQUIRED BY CALTRANS FOR THE STREET CLOSURE

WHEREAS, the Lassen County Fair Office is requesting City Council support for the Lassen County Fair Parade; and

WHEREAS, the Fair Office is more specifically asking for closure of Main Street (State Route 36) from Roop Street to Fair Drive on Saturday, July 20, 2013 between the hours of 10:00 a.m. to Noon and authorizing the Mayor to execute an Encroachment Permit Application required by Caltrans for this street closure; and

NOW, THEREFORE, BE IT RESOLVED, the Susanville City Council hereby authorizes closure of Main Street (State Route 36) from Roop Street to Fair Drive for the Lassen County Fair Parade to be held on Saturday, July 20, 2013 from 10:00 a.m. to Noon.

BE IT FURTHER RESOLVED that the Susanville City Council supports application for an encroachment permit from Caltrans for this event and authorizes the Mayor to execute said permit.

APPROVED: _____
Rod E. 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 17th day of July, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

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

Lassen County Fair

"RemarkaBULL"

Jim Wolcott, Fair Manager

195 Russell Avenue
Susanville, CA 96130
Telephone (530) 251-8900
Fax (530) 251-2715
Email lcfair@co.lassen.ca.us
www.lassencountyfair.org

July 8, 2013

City of Susanville
720 South St.
Susanville, CA 96130

ATTN: Susanville City Council

Dear City of Susanville Department of Public Works:

Preparations are underway for the 2013 Lassen County Fair and it is necessary each year for the Fair to obtain a resolution showing support for the Lassen County Fair Parade from the City of Susanville. This year's fair parade will be held on July 20th, 2013 beginning at 10:00 a.m. The estimated time of completion is 12 noon.

Please send the resolution in support of these events, the date, the time and route, to:

The Lassen County Fair Office
195 Russell Avenue
Susanville, CA 96130.

Thank you for your cooperation and see you at the 2013 Lassen County Fair.

Sincerely,

Jim Wolcott
Manager

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

STANDARD ENCROACHMENT PERMIT APPLICATION

TR-0100 (REV. 07/2007)

Permission is requested to encroach on the State Highway right-of-way as follows:
(Complete all BOXES [write N/A if not applicable] Please print single sided)
This application is not complete until all requirements have been approved.

FOR CALTRANS USE
PERMIT NO.
DIST/CO/RTE/PM
SIMPLEX STAMP
DATE OF SIMPLEX STAMP

1. COUNTY	2. ROUTE	3. POSTMILE
Lassen	36 & 139	Various

4. ADDRESS OR STREET NAME	5. CITY
Main Street/Ash Street	Susanville

6. CROSS STREET *(Distance and direction from site)*	7. PORTION OF RIGHT-OF-WAY
Various	Entire Street

8. WORK TO BE PERFORMED BY	9. EST. START DATE	10. EST. COMPLETION DATE
☑ OWN FORCES ☐ CONTRACTOR	07/20/2013	07/20/2013

11. EXCAVATION	MAX. DEPTH	AVG. DEPTH	AVG. WIDTH	LENGTH	SURFACE TYPE
	N/A	N/A	N/A	N/A	N/A

12. EST. COST IN STATE HIGHWAY RIGHT-OF-WAY	FUNDING SOURCE(S)
N/A	☐ FEDERAL ☐ STATE ☐ LOCAL ☐ PRIVATE

13. PIPES	PRODUCT TYPE	DIAMETER	VOLTAGE / PSIG	14. CALTRANS PROJECT E.A. NUMBER
	N/A	N/A	N/A	N/A

15. ☐ **Double Permit** **Parent Permit Number** _____

Applicant's Reference Number / Utility Work Order Number _____

16. **Have your plans been reviewed by another Caltrans branch?** ☑ **NO** ☐ **YES** (If "YES") **Who?** _____

17. **Completely describe work to be done within STATE highway right-of-way :**
Attach 6 complete sets of **FOLDED** plans (folded 8.5" x 11"), and any applicable specifications, calculations, maps, etc.
All dimensions shall be in U.S. Customary (English) Units.

CONDUCT LASSEN COUNTY FAIR PARADE ON STATE HIGHWAY ROUTE 36 (MAIN STREET) FROM ROOP STREET TO FAIR DRIVE ON SATURDAY, JULY 20, 2013 FROM 10:00 AM THROUGH NOON. A DETOUR MAP IS ATTACHED. LETTERS OF SUPPORT FROM THE SUSANVILLE POLICE DEPARTMENT AND CALIFORNIA HIGHWAY PATROL HAVE BEEN REQUESTED. A RESOLUTION SUPPORTING THIS EVENT WILL BE SUBMITTED ON JULY 18, 2013. THE SUSANVILLE POLICE DEPARTMENT AND CITY PUBLIC WORKS DEPARTMENT WILL PLACE DETOUR SIGNS AND DIRECT TRAFFIC.

18. **Is a city, county, or other agency involved in the approval of this project?**

☐ YES ***(If "YES", check type of project and attach environmental documentation and conditions of approval.)***

☐ COMMERCIAL DEVELOPMENT ☐ BUILDING ☐ GRADING ☐ OTHER _____

☐ CATEGORICALLY EXEMPT ☐ NEGATIVE DECLARATION ☐ ENVIRONMENTAL IMPACT REPORT ☐ OTHER _____

☑ NO ***(If "NO", please check the category below which best describes the project, and complete page 4 of this application.)***

☐ DRIVEWAY OR ROAD APPROACH, RECONSTRUCTION, MAINTENANCE, OR RESURFACING
☐ PUBLIC UTILITY MODIFICATIONS, EXTENSIONS, HOOKUPS
☑ FLAGS, SIGNS, BANNERS, DECORATIONS, PARADES AND CELEBRATIONS
☐ OTHER _____
☐ FENCE
☐ MAILBOX
☐ EROSION CONTROL
☐ LANDSCAPING

19. Will this project cause a substantial change in the significance of a historical resource (45 years or older), or cultural resource? ☐ YES ☑ NO
(If "YES", provide a description)

20. Is this project on an existing highway or street where the activity involves removal of a scenic resource including a significant tree or stand of trees, a rock outcropping or a historic building? ☐ YES ☑ NO (If "YES", provide a description)

21. **Is work being done on applicant's property?** ☐ YES ☑ NO (If "YES", attach site and grading plans.)

ADA NOTICE: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814

STANDARD ENCROACHMENT PERMIT APPLICATION

TR-0100 (REV. 07/2007)

PERMIT NO.

22. Will this proposed project require the disturbance of soil? ☐ YES ☑ NO

If "YES", estimate the area within State Highway right-of-way in square feet AND acres: _____ (ft²) AND _____ (acres)

estimate the area outside of State Highway right-of-way in square feet AND acres: _____ (ft²) AND _____ (acres)

23. Will this proposed project require dewatering? ☐ YES ☑ NO

If "YES", estimate total gallons AND gallons/month. _____ (gallons) AND _____ (gallons/month)

SOURCE*: ☐ STORM WATER ☐ NON-STORM WATER

(*See Caltrans SWMP for definitions of non-storm water discharge: http://www.dot.ca.gov/hq/env/stormwater/index.htm)

24. How will any storm water or ground water be disposed of from within or near the limits of this proposed project?

☐ Storm Drain System ☐ Combined Sewer / Storm System ☐ Storm Water Retention Basin

☐ Other (explain): _____

PLEASE READ THE FOLLOWING CLAUSES PRIOR TO SIGNING THIS ENCROACHMENT PERMIT APPLICATION.

The applicant, understands and herein agrees to that an encroachment permit can be denied, and/or a bond required for non-payment of prior or present encroachment permit fees. Encroachment Permit fees may still be due when an application is withdrawn or denied, and that a denial may be appealed, in accordance with the California Streets and Highways Code, Section 671.5. All work shall be done in accordance with Caltrans rules and regulations subject to inspection and approval.

The applicant, understands and herein agrees to the general provisions, special provisions and conditions of the encroachment permit, and to indemnify and hold harmless the State, its officers, directors, agents, employees and each of them (Indemnitees) from and against any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys' fees, judgments, losses and liabilities of every kind and nature whatsoever (Claims) arising out of or in connection with the issuance and/or use of this encroachment permit and the placement and subsequent operation and maintenance of said encroachment for: 1) bodily injury and/or death to persons including but not limited to the Applicant, the State and its officers, directors, agents and employees, the Indemnities, and the public; and 2) damage to property of anyone. Except as provided by law, the indemnification provisions stated above shall apply regardless of the existence or degree of fault of Indemnities. The Applicant, however, shall not be obligated to indemnify Indemnities for Claims arising from the sole negligence and willful misconduct of State, its officers, directors, agents or employees.

DISCHARGES OF STORM WATER AND NON-STORM WATER: Work within State Highway right-of-way shall be conducted in compliance with all applicable requirements of the National Pollutant Discharge Elimination System (NPDES) permit issued to the Department of Transportation (Department), to govern the discharge of storm water and non-storm water from its properties. Work shall also be in compliance with all other applicable Federal, State and Local laws and regulations, and with the Department's Encroachment Permits Manual and encroachment permit. Compliance with the Departments NPDES permit requires amongst other things, the preparation and submission of a Storm Water Pollution Protection Plan (SWPPP), or a Water Pollution Control Program (WPCP), and the approval of same by the appropriate reviewing authority prior to the start of any work. Information on the requirements may also be reviewed on the Department's Construction Website at:

http://www.dot.ca.gov/hq/construc/stormwater

25. NAME of APPLICANT or ORGANIZATION *(Print or Type)* City of Susanville		E-MAIL ADDRESS	
ADDRESS of APPLICANT or ORGANIZATION WHERE PERMIT IS TO BE MAILED *(Include City and Zip Code)* 66 North Lassen Street, Susanville, CA 96130			
PHONE NUMBER (530) 257-1041		FAX NUMBER (530) 257-1057	
26. NAME of AUTHORIZED AGENT / ENGINEER *(Print or Type)* Craig C. Platt	**IS LETTER OF AUTHORIZATION ATTACHED?** ☐ YES ☑ NO	E-MAIL ADDRESS cplatt@cityofsusanville.org	
ADDRESS of AUTHORIZED AGENT / ENGINEER *(Include City and Zip Code)* 720 South Street, Susanville, CA 96130			
PHONE NUMBER (530) 257-1041		FAX NUMBER (530) 257-1057	
27. SIGNATURE of APPLICANT or AUTHORIZED AGENT	**28. PRINT OR TYPE NAME** Rod E. De Boer	**29. TITLE** Mayor	**30. DATE** 07/17/13

STANDARD ENCROACHMENT PERMIT APPLICATION

TR-0100 (REV. 07/2007)

PERMIT NO.
WORK ORDER/REFERENCE NUMBER

FEE CALCULATION -- FOR CALTRANS USE

☐ CASH ☐ CREDIT CARD NAME ON CARD _____ PHONE NUMBER _____

☐ CHECK NUMBER _____ NAME ON CHECK _____ PHONE NUMBER _____

☐ EXEMPT ☐ PROJECT EA _ _ _ _ _ _ _ ☐ DEFERRED BILLING (Utility)

CALCULATED BY	(1)		(2)		
REVIEW 1. _____ HOURS @ $_____ * 2. _____ HOURS @ $_____ *	1. FEE / DEPOSIT $_____	DATE	2. FEE / DEPOSIT $_____	DATE	TOTAL FEE / DEPOSIT $_____ $_____
INSPECTION 1. _____ HOURS @ $_____ * 2. _____ HOURS @ $_____ *	1. FEE / DEPOSIT $_____	DATE	2. FEE / DEPOSIT $_____	DATE	TOTAL FEE / DEPOSIT $_____ $_____
FIELD WORK _____ HOURS @ $_____ *	$_____		$_____		$_____
EQUIPMENT & MATERIALS	DEPOSIT $_____	DATE	DEPOSIT $_____	DATE	DEPOSIT $_____
CASH DEPOSIT IN LIEU OF BOND	$_____		$_____		$_____
TOTAL COLLECTED	$_____		$_____		
CASHIER'S INITIALS	_____		_____		$_____

** The current hourly rate is set annually by Headquarters Accounting. District Office staff do not have authority to modify this rate.*

PERFORMANCE BOND ☐	DATE	AMOUNT $
PAYMENT BOND ☐	DATE	AMOUNT $
LIABILITY INSURANCE REQUIRED?	☐ YES ☐ NO	AMOUNT $

STANDARD ENCROACHMENT PERMIT APPLICATION

TR-0100 (REV. 07/2007)

PERMIT NO.

INSTRUCTIONS
for completing page 4

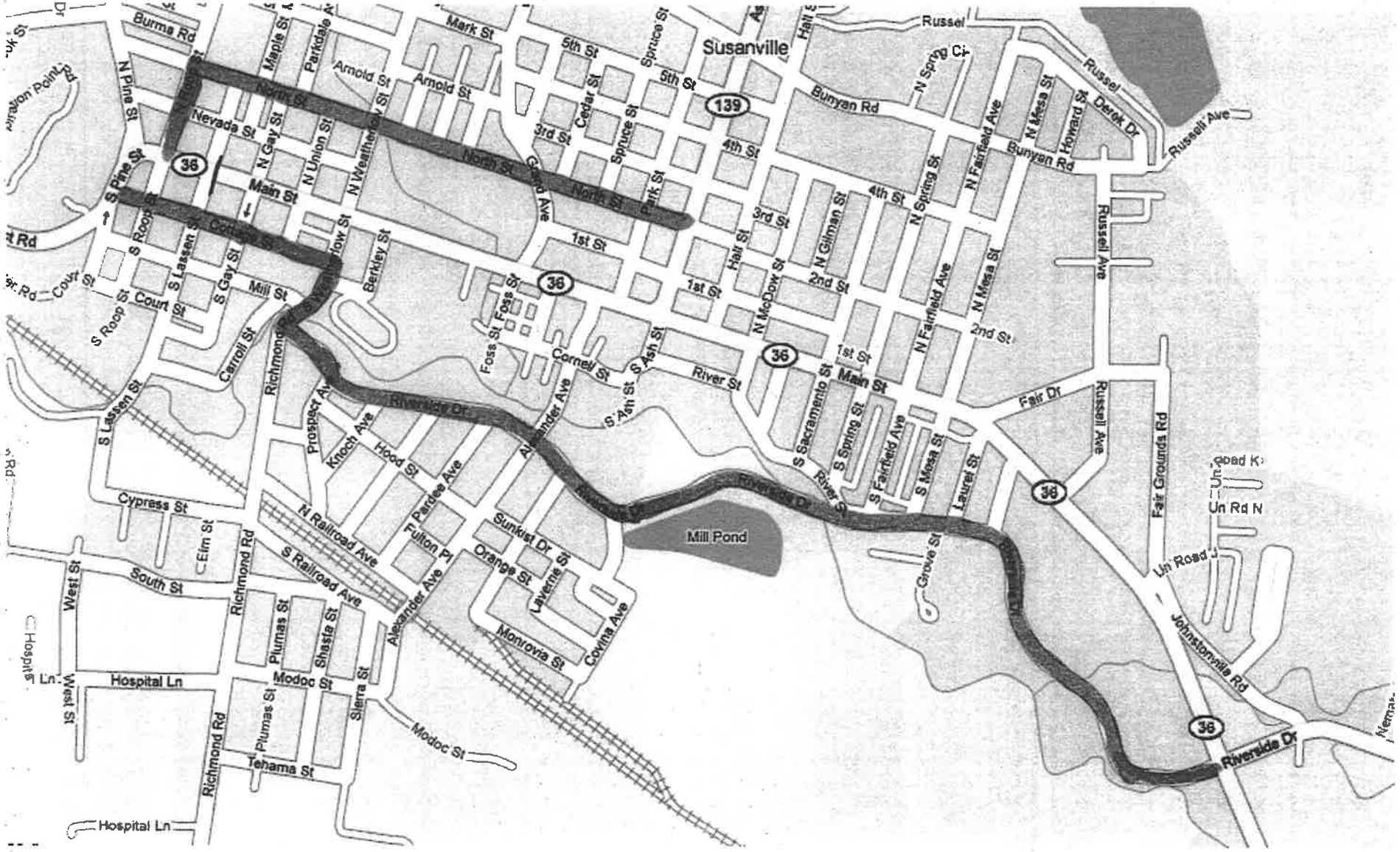
This page needs to be completed when the proposed project DOES NOT involve a City, County or other public agency.

Your answers to these questions will assist departmental staff in identifying any physical, biological, social or economic resources that may be affected by your proposed project within the State highway right-of-way. And, to determine which type of environmental studies may be required to approve your application for an encroachment permit.

It is the applicant's responsibility for the production of all required environmental documentation and supporting studies, in some cases this may be costly and time-consuming. If possible, attach photographs of the location of the proposed project.

Please answer these questions to the best of your ability. Provide a description of any "YES" answers (type, name, number, etc.)

1. Will any existing vegetation and/or landscaping within the highway right-of-way be disturbed?
   NO
2. Are there waterways (e.g. river, creek, pond, natural pool or dry streambed) adjacent to or within the limits of the project or highway right-of-way? NO
3. Is the proposed project located within five miles of the coast line?
   NO
4. Will the proposed project generate construction noise levels greater than 86 dBA (e.g. jack-hammering, pile driving)?
   NO
5. Will the proposed project incorporate land from a public park, recreation area or wildlife refuge open to the public?
   NO
6. Are there any recreational trails or paths within the limits of the proposed project or highway right-of-way?
   NO
7. Will the proposed project impact any structures, buildings, rail lines, or bridges within highway right-of-way?
   NO
8. Will the proposed project impact access to any businesses or residences?
   NO
9. Will the proposed project impact any existing public utilities or public services?
   NO
10. Will the proposed project impact existing pedestrian facilities, such as sidewalks, crosswalks, or overcrossings?
    NO
11. Will new lighting be constructed within or adjacent to highway right-of-way?
    NO



= DETOUR ROUTES FOR CITY OF SUSANVILLE

COUNTY FAIR PARADE

City of Susanville

POLICE DEPARTMENT

Thomas V. Downing, Chief of Police

Pride in Service—Service with Pride

July 8, 2013

Cal Trans District II
1657 Riverside Dr. MS-20
Redding, CA 96001-0536

Janette Zahniser
Public Works Dept
66 N. Lassen St.
Susanville, CA 96130

Re: Fair parade

I have received a request from the City on behalf of the Susanville Fair Association regarding the 2013 Lassen County, Fair Parade scheduled for July 20, 2013 beginning at 10:00 a.m. The parade will begin at Lassen St. and end at the fairgrounds on Fair Dr. State Highway 36 will be closed between Cottage St. and Riverside Dr. West and East bound traffic will be diverted from Cottage St. to Riverside Dr. E. Police Chief, Thomas V. Downing has reviewed and approved the route closure.

Sgt. R. Warner will be the Officer in Charge of the event. He can be reached at 530-257-5603.

Sincerely,

Denise Bera
Admin Asst.

Thomas V. Downing
Chief of Police

Business Office (530)257-5603 Dispatch (530)257-2171 FAX (530)257-7366
1801 Main Street, Susanville California 96130-3904

AGENDA ITEM NO. 9B

Reviewed by: ___ City Administrator
___ City Attorney

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

Submitted by: Craig C. Platt, Public Works Director

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution Number 13-4968** authorizing Mayor to execute a Commercial Operator's License Agreement with American Medflight Air Ambulance

PRESENTED BY: Craig C. Platt, Public Works Director

SUMMARY: American Medflight Air Ambulance began operating a fixed wing air ambulance service based from the Susanville Municipal Airport at the end of November 2012. They rented a tie down space from Susanville Aviation until entering into a sublease with Marvin Hamann, owner of the hangar on Lot #38.

As per City Municipal Code Section 13.04.080 the City requires a written contractual agreement with American Medflight Air Ambulance to continue to operate out of the Airport. Staff has modified the Commercial Operator's License Agreement the City currently has with Mountain LifeFlight and calculated the fee for American Medflights' operation based on Mountain Lifeflights' fee.

At its July 8, 2013 meeting, the Susanville Municipal Airport Commission approved a motion recommending that the City Council authorize the Mayor to execute the Agreement and to approve the fee schedule with the Agreement date and fee schedule retroactive to January 1, 2013.

FISCAL IMPACT: Revenue to the Airport Enterprise Fund in the amount of $10,000.00 per year with a 5% increase every year for the term of the Agreement.

ACTION REQUESTED: Motion to adopt **Resolution Number 13-4968** authorizing the Mayor to execute a Commercial Operator's License Agreement with American Medflight Air Ambulance and approving the fee schedule retroactive to January 1, 2013.

ATTACHMENTS: Resolution Number 13-4968
Commercial Operator's License Agreement

RESOLUTION NUMBER 13-4968

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING MAYOR TO EXECUTE COMMERCIAL OPERATOR'S LICENSE AGREEMENT WITH AMERICAN MEDFLIGHT AIR AMBULANCE AND APPROVING FEE SCHEDULE

WHEREAS, American Medflight Air Ambulance began operating a fixed wing air ambulance service out of the Susanville Municipal Airport in November 2012; and

WHEREAS, City Municipal Code Section 13.04.080 requires a written contractual agreement with American Medflight Air Ambulance for them to continue operating out of the Airport; and

WHEREAS, City Staff has drafted a Commercial Operator's License Agreement and a fee schedule for American Medflight Air Ambulance to execute retroactive to January 1, 2013; and

WHEREAS, the Susanville Municipal Airport Commission at its July 8, 2013 meeting approved a motion recommending that the City Council authorize the Mayor to execute the agreement and approve the fee schedule.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville authorizing the Mayor to execute a Commercial Operator's License Agreement with American Medflight Air Ambulance and approving the fee schedule retroactive to January 1, 2013.

APPROVED:_____
Rod E. 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 17th day of July, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

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

COMMERCIAL OPERATOR'S LICENSE AGREEMENT

THIS AGREEMENT, made this 1st day of January, 2013, by and between the CITY OF SUSANVILLE, a municipal corporation and political subdivision of the State of California, hereinafter referred to as "Owner", and American Medflight Air Ambulance address: P.O. Box 10166, Reno, Nevada 89510 (775) 856-5800 hereinafter referred to as "Commercial Operator";

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

LIST AUTHORIZED ACTIVITIES

On demand Charter Service and Medical Transport Service

b. The term of this Agreement is for a period of five (5) years, from January 1, 2013, to and including December 31, 2018.

c. This Agreement includes the provisions of those certain "Minimum Standards for Commercial Operators" adopted by the City of Susanville by Resolution, for general aviation at said Airport, a copy of which is attached hereto as Exhibit "C1", and any amendments, deletions, or additions thereto. These minimum standards and requirements for fixed base operations shall be required of and shall apply equally to all such commercial operators at said Airport. Owner specifically covenants and -agrees that all such services defined in the above referenced minimum standards shall be confined to commercial operators meeting said standards. Said minimum standards stipulate the nature and amount of aeronautical activities and services required of all commercial operators at said airport, insurance requirements, financial investment required, and the specific licenses required.

d. Commercial Operator agrees to operate all activities authorized by this Agreement for the use and benefit of the public and to make available to the public on fair and reasonable terms all services on a fair, equal and not unjustly discriminatory basis to all users thereof and to charge fair, reasonable and not unjustly discriminatory prices for each unit of service, provided, Commercial Operator may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. Commercial Operator agrees that rates and charges for such activities and services shall be fixed by Commercial Operator subject to the City Council's concurrence and approval. In the event of disputes as to reasonableness, it is expressly understood by Commercial Operator that final determination will be reserved to the City of Susanville. All services offered by Commercial Operator will be performed with promptness and courtesy. It is expressly understood that

nothing herein shall be construed to grant or authorized the granting of exclusive rights within the meaning of Section 308 (a) of the Federal Aviation Act of 1958, as amended. Commercial Operator shall be responsible for the actions of all its employees and shall render Owner safe and harmless from responsibility for any actions of negligence of Commercial Operator's employees engaged in these aeronautical activities and service. Commercial Operator will obtain at its own expense public liability insurance with limits of $1,000,000.00 as to personal injury or death, and $1,000,000.00 as to property damages to protect Owner from actions resulting from the Commercial Operator's activities at the Airport. Commercial Operator further agrees to keep the area where Commercial Operator performs the activities in a neat and orderly manner, free of offensive or dangerous materials or conditions.

e. Commercial Operator agrees to pay to Owner for the privilege of doing business at the Airport the following sums and amounts:

Commercial Operator shall pay to City the sum of **Ten Thousand Dollars ($10,000.00) per year** in monthly installments of **$833.33/month**, which sum is due on the first day of each month, said yearly amount shall be increased by **Five Percent (5%) annually** on the date of this Agreement.

This Agreement is not assignable.

It is expressly agreed by Commercial Operator and Owner that all rights, privileges and liabilities imposed on both parties by this Agreement are subject and subordinate to any conditions, restrictions, limitations, rules or regulations of any agreement or any contract pertaining to said Airport between the United States Government or any Department or Agency thereof having jurisdiction over said Airport and the Owner, and to rules and regulations of the State of California.

Commercial Operator does hereby agree that (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination in the use of said services, (b) that Commercial Operator shall render such services and activities reflected herein in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended. It is further agreed that in the event of breach of any of this nondiscrimination clause, Owner shall have the right to terminate this Commercial Operator Agreement.

The property interest herein of Commercial Operator may be subject to property taxation of the possessory interest created thereby, and, if created, Commercial Operator, by reason of said possessory interest, may be subject to the payment of property taxes levied on said interest. In the event said taxes are so levied, Commercial Operator shall be responsible for payment thereof.

Commercial Operator shall not permit dumping of hazardous waste at the Airport premises.

This Agreement will be governed by and construed in accordance with the laws of the State of California.

CITY OF SUSANVILLE

_____

ROD E. DE BOER, Mayor
(Approved by City Council
on _____)

ATTEST:

_____

GWENNA MACDONALD, City Clerk

APPROVED AS TO FORM:

_____

PETER A. TALIA, City Attorney

COMMERCIAL OPERATOR

_____

Signature

_____

Printed Name

EXHIBIT "C1"

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

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

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

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

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

4. Any person, firm, or corporation capable of meeting the minimum standards set forth herein for any of the stated COMMERCIAL OPERATOR Categories A through I is eligible to become a COMMERCIAL OPERATOR at the Airport, provided there is space available, subject to the execution of a written lease for not less than five (5) years containing such terms and conditions as may be determined by the City. A COMMERCIAL OPERATOR shall not engage in any business or activity on the Airport other than that authorized under his particular Category or Categories. Any COMMERCIAL OPERATOR desiring to extend his operation into more than one (1) Category or to discontinue operations in a Category, shall first apply in writing to the City for permission to do so, setting forth in detail the reasons and conditions for the request. The City shall then grant or deny the request, in writing, on such

terms and conditions as the City deems to be prudent and proper under the circumstances and issue a new COMMERCIAL OPERATOR's Agreement. Each COMMERCIAL OPERATOR shall provide his own buildings, personnel and equipment, and other requirements as herein stated upon land leased from the City of Susanville and obtain a signed Airport Hangar Land Lease Agreement.

5. All construction required of such COMMERCIAL OPERATORS shall be in accordance with design and construction standards required or established by the City for the facility or activity involved. Title to any and all buildings and appurtenances, which may be built on City property, shall be as follows: when and if subject COMMERCIAL OPERATOR vacates its lease for any reason, COMMERCIAL OPERATOR may either remove said buildings COMMERCIAL OPERATOR owns at COMMERCIAL OPERATOR'S expense within ninety (90) days or building shall revert to non-commercial status.

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

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

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

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

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

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

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

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

14. COMMERCIAL OPERATORS will, at all times during the continuance of the term of their agreements and/or leases and any renewal or extension thereof, conduct, operate and maintain for the benefit of the public, the commercial operation provided for and described therein, and all aspects and parts and services thereof as defined and set forth, and will make all such services available to the public and that it will devote its best efforts for the accomplishment of such purposes and that it will at all times make charges to patrons and customers for all merchandise or materials and services furnished or rendered, but that it will refrain from imposing or levying excessive or otherwise unreasonable charges or fees for any facilities or services. Notwithstanding anything contained in a lease that may be or appear to the contrary it is expressly understood and agreed that the rights granted thereunder are nonexclusive and the Lessor reserves the right to grant similar privileges to another COMMERCIAL OPERATOR upon formal application by that COMMERCIAL OPERATOR, and upon demonstration of compliance with Paragraphs 3 and 4 herein.

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

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

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

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

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

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

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

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

COMMERCIAL OPERATOR CATEGORIES

CATEGORY A. FLIGHT INSTRUCTION AND AIRCRAFT RENTAL:

A COMMERCIAL OPERATOR in this Category shall:

1. Have available an instructor pilot with appropriate and current Federal Aviation Administration pilot and medical certificates.

2. Provide and maintain a minimum of one (1) aircraft owned or leased or rented by and under the exclusive control of this COMMERCIAL OPERATOR which are properly equipped and Federal Aviation Administration certificated for flight instruction and rental.

3. Demonstrate the continuing ability to meet requirements for certification of flight instructor personnel and aircraft by the Federal Aviation Administration.

4. Assure that personnel operating rental equipment obtained from the subject COMMERCIAL OPERATOR have appropriate and current Federal Aviation Administration pilot and approved medical certificates.

5. Independent individual flight instructors not performing said services on a full time basis shall be exempt.

CATEGORY B. AIRCRAFT CHARTER AND TAXI:

A COMMERCIAL OPERATOR in this Category shall:

1. Conduct all aircraft charter and taxi service in compliance with Federal Aviation Regulations, particularly Regulation Part 135.

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

CATEGORY C. CROP DUSTING AND SPRAYING:

A COMMERCIAL OPERATOR in this Category shall:

1. Furnish suitable arrangements for the safe loading, unloading, storage and containment of noxious chemical materials.

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

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

CATEGORY D. AIRCRAFT SALES:

A COMMERCIAL OPERATOR in this Category shall:

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

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

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

A COMMERCIAL OPERATOR in this Category shall:

1. Furnish facilities and equipment for airframe and power plant repairs with at least one (1) duly Federal Aviation Administration certified A & P Mechanic and such other personnel as may be necessary. Such airframe and power plant repair shall include facilities for repair of aircraft and engines used in aviation in this area.

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

CATEGORY F. RADIO AND INSTRUMENT:

A COMMERCIAL OPERATOR in this Category shall:

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

2. Have available a Federal Aviation Administration certificated technician in the field of aircraft electronics and/or aircraft instruments with proper Federal Communications Commission license to conduct complete aircraft transmitter, receiver and antennae repair.

3. Provide satisfactory arrangements for access to and storage of aircraft being worked on.

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

A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate intended storage and dispensing equipment, and buildings.

2. Have personnel on full-time duty during normal business hours of not less than eight (8) hours a day, seven (7) days a week, adequately trained to operate fuel dispensing

equipment in accordance with all applicable local, state, and Federal laws. (Additional requirement: On-call service may be required during all hours of darkness.

3. Demonstrate capability to efficiently and safely conduct or move aircraft to such areas and park them. Compliance with FAA and EPA standards shall be adhered to at all times.

4. Comply with the following criteria regarding fuel storage and dispensing facilities:

a. Purchase from City fuel tanks such fuel as is needed by COMMERCIAL OPERATOR for sale to COMMERCIAL OPERATOR'S customers;

b. Maintain separate trucking equipment for each grade of fuel, meeting all applicable safety requirements with reliable metering devices subject to independent inspection, and with a pumping efficiency capable of servicing all aircraft normally using the Airport;

c. Provide adequate fire extinguishers in all fuel dispensing areas and on all mobile dispensing trucks.

CATEGORY H. FLYING CLUBS:

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

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

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

2. Flying clubs may not offer or conduct charter or air taxi. They may not conduct aircraft rental or flight instruction except for regular members. Any qualified mechanic who is a registered member and part owner of the aircraft owned and operated by a flying club shall

not be restricted from doing maintenance work on aircraft owned by the club and the club does not become obligated to pay for such maintenance work except that such mechanics may be compensated by credit against payment of dues or flight time.

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

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

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

CATEGORY I. OTHER:

A COMMERCIAL OPERATOR in this Category shall:

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

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

AGENDA ITEM NO. 9C

Reviewed by: City Administrator
City Attorney

___ Motion Only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Peter M. Talia, City Attorney

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 13-4969** Approving Employment Agreement for City Administrator

PRESENTED BY: Peter M. Talia, City Attorney

SUMMARY: The subject employment agreement with Jared G. Hancock for the position of City Administrator has been negotiated within the parameters established by City Council.

FISCAL IMPACT: $96,493.00 plus benefits

ACTION REQUESTED: Motion to approve **Resolution No. 13-4969** and authorizing Mayor to sign agreement.

ATTACHMENTS: Resolution No. 13-4969
Employment Agreement

RESOLUTION NUMBER 13-4969
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE APPROVING EMPLOYMENT AGREEMENT FOR THE POSITION OF CITY ADMINISTRATOR AND AUTHORIZING THE MAYOR TO SIGN AGREEMENT

WHEREAS, the City of Susanville and Jared G. Hancock have negotiated an at-will agreement for the position of City Administrator; and

WHEREAS, the at-will employment agreement was negotiated within the parameters established by City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville that the at-will Employment Agreement with Jared G. Hancock for the position of City Administrator, attached hereto as Exhibit A, is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign the at-will employment agreement.

APPROVED:_____
Rod E. 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 17th day of July, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Gwenna MacDonald, City Clerk

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

EMPLOYMENT AGREEMENTCITY ADMINISTRATOR

This employment agreement ("Agreement") is entered into on July 17, 2013 effective June 19, 2013, between the City of Susanville ("City") and Jared G. Hancock ("Employee"). In consideration of the mutual promises and agreements set forth below, City and Employee agree as follows:

1. Employment. City agrees to employ Employee to render services as City Administrator of City on the terms and conditions set forth in this Agreement and as provided in Chapter 2.08 of the Susanville Municipal Code (a copy of which is attached hereto as Exhibit "A"), and Employee accepts such employment on the terms and conditions set forth in this Agreement.

2. Term. The term of the Employee's employment shall be as follows: commencing on July 17, 2013, and ending on the earliest of:

A. July 18, 2015, or

B. The date of termination of Employee's employment in accordance with Paragraph 4, below.

3. Position and Duties. Employee shall serve as City Administrator of City. In addition to the duties of Employee set forth in Chapter 2.08 of the Susanville Municipal Code, the City Council of the City of Susanville ("City Council") shall have the power to determine the specific duties and responsibilities which Employee must perform under this Agreement, and the means and manner by which Employee must perform those duties and responsibilities. It is recognized that the City Administrator must devote a great deal of time to the business of the City outside of the City's customary office hours, and to that end the City Administrator's schedule of work each day and week shall vary in accordance with the work required to be performed. The City Administrator shall spend sufficient hours on site to perform the City Administrator's duties; however, the City Administrator has discretion over the City Administrator's work schedule and work location. The City Administrator shall not spend more than 12 hours per month in teaching, consulting, speaking, or other non-City connected business for which compensation is paid without the express prior consent of the City Council.

4. At-Will Employment Status, Exemption from Personnel System and Termination. Employee's employment as City Administrator is at-will. Thus Employee's employment is at the mutual consent of Employee and City and either Employee or City may terminate the employment at-will. City may terminate Employee at any time, with or without good cause, for any reason whatsoever. Termination shall be by at least three (3) affirmative votes of the City Council. Employee may terminate his employment at any time, with or without good cause, for any reason whatsoever, subject to the notice requirement set forth in Paragraph 19 below. Employee is exempt from the City's personnel System and holds no property right in his employment as City Administrator.

Employee agrees that no representative of the City has made or can make any promises, statements, or representations which state or imply that Employee is hired or retained under any terms other than at-will and exempt from the City's Personnel System, as set forth above.

Employee's status, as at-will City Administrator and exempt from City's Personnel System may only be changed, revoked, amended, or suspended by a written document, signed by the Employee and the Mayor, following approval by the City Council.

5. Compensation and Benefits. Employee shall receive the following compensation:

A. Salary. Employee shall receive an annual salary range at 171, Step C in the annual amount of $96,493.00. Said salary is to be effective as of June 19, 2013 provided this Agreement is executed by July 17, 2013.

B. The Management Global Range and Step Matrix shall be used to determine salary.

C. The compensation listed at the position's range and step shall constitute the entire compensation, except as provided within this Agreement.

D. Employee is exempt from the requirements of the Fair Labor Standards Act and is not eligible for standby pay, call back pay, overtime pay, or any other form of overtime compensation unless expressly authorized by the City Council under section 24 of this Agreement.

E. City shall provide Employee those benefits including, but not limited to, all leaves, insurance, and retirement benefits, provided to Management employees of the City and not otherwise mentioned herein.

F. Employee shall receive fifty dollars ($50.00) per month for occasional use of his personal vehicles for City purposes in attending meetings and otherwise conducting City business or attending functions on behalf of City and also shall receive fifty dollars ($50.00) per month to defer City use of his personal phone to conduct City business. No justification shall be required of Employee, it being understood that this is unavoidable. Employee shall receive no other mileage reimbursement for the use of his vehicle or out of pocket reimbursement for the use of his phone. Employee is encouraged to use a City vehicle or a City phone to avoid a financial inconvenience to him. Employee is to name City as an additional insured on his automobile liability policy insuring any vehicle that he may drive incidentally when conducting City business and to furnish proof of same forthwith. The limits of said insurance shall be no less coverage than $100,000.00 per person/$300,000.00 per occurrence and with property damage liability coverage of at least $100,000.00.

6. Continuing Education/Training. Employee shall participate in training and continuing education programs as directed by the City Council and funded in the annual budget.

7. Retirement. The City shall continue to make contributions to the Public Employee's Retirement System for Employee as follows: All of City share and all of Employee share for 3% at 60, single highest year.

Employer Paid Member Contribution (EPMC): The City agrees to report the value of EPMC to CalPers as additional compensation.

8. Holidays. Employee shall be entitled to holidays as specified in the Employee Manual.

9. Vacation. Employee shall earn annual vacation credit prorated and accrued monthly on the following basis:

136 hours for less than five (5) full years of service:	5.23 per pay period
160 hours after five (5) full years of service:	6.15 per pay period
200 hours after ten (10) full years of service:	7.69 per pay period
240 hours after fifteen (15) full years of service	9.23 per pay period

The maximum vacation accrual shall be 240 hours at the end of each fiscal year.

10. Management Leave. Employee shall continue to receive eighty (80) hours of management leave per fiscal year in addition to vacation leave. Such leave will be credited July 1st of each year.

Management leave is made available in recognition of Employee's responsibility to perform after-hour functions such as attending City Council meetings, Planning Commission meetings, citizens' advisory commission/committee meetings, meetings and presentations to community groups, and participating in various City-related activities.

Management leave may not accrue, and any unused leave will extinguish as of June 30th of each year.

11. Life Insurance. Employee will receive a twenty five thousand dollar ($25,000.00) term life insurance policy to be paid for by the City.

12. Sick Leave.

A. Employee will accrue and be able to use sick leave as set forth in the City of Susanville Employee Manual.

B. Under the Public Employee Retirement System, credit for unused sick leave (Section 20965 of the Government Code) shall be a benefit provided to Employee upon retirement and in accordance with the rules and regulations of PERS.

C. Upon retirement, Employee will be able to purchase health insurance under this plan with no vesting requirement if allowed by the Plan. A credit of fifty percent (50%) of accumulated sick leave at time of retirement will be paid out per month towards fifty percent (50%) of premium, subject to CalPers regulations. The amount of sick leave credit that should be credited toward retiree health insurance premium will be capped at fifteen thousand dollars ($15,000.00).

13. Jury Duty. While serving on jury duty, employee will still be paid by the City on the basis of a forty (40) hour week, at the normal rate of pay, on condition that any compensation (in excess of mileage expenses) received from the court be turned over to the City.

14. Family Illness. Family illness or injury leave may be taken in accordance with the Employee Manual.

15. Bereavement Leave. Bereavement leave shall be provided as set forth in the Employee Manual.

16. Health and Dental Insurance. City shall pay the cost of health, dental and vision insurance premium up to $936.00 per month. Employee shall pay any additional premium costs in excess of $936.00.

17. Performance Review. The City Council may evaluate Employee's performance on a quarterly basis and there shall be an annual review not later than June 15, 2014. During each review Employee's performance shall be evaluated, his goals for the City considered and the accomplishments of the City considered. Employee shall commence each review with a public presentation of what Employee believes is the state of the City in all material respects. Otherwise Employee's evaluation shall be placed for discussion on the agenda with the Employee, the Council and appropriate staff of the Council.

18. Renewal of Agreement. City is under no obligation to renew or extend this Agreement and City may decide to do so solely at its discretion. City may terminate this Agreement earlier as provided in Paragraph 19. The City may extend this Agreement at any time prior to its expiration.

19. Notice of Termination. City need not provide Employee with any prior notice of its decision to terminate this Agreement. Due to the important nature of the City Administrator's duties to the City, if Employee terminates this Agreement, Employee must provide the City Council with thirty (30) days written notice prior to the date he ceases to perform his duties and responsibilities under this Agreement.

20. Severance Payment. The language herein regarding a severance payment in no way changes or modifies Employee's status as at-will and exempt from the City's Personnel System, as set forth in Paragraph 4 above.

If the Employee terminates this Agreement, City shall not pay Employee any severance payment. Upon the termination of this Agreement Employee is not entitled to salary payments equivalent to the remainder of the Agreement term.

If the City terminates Employee for any reason (including restructuring or payoff) other than Employee's misconduct, City shall pay Employee a severance payment of the equivalent of three (3) months of Employee's then current salary, with applicable payroll taxes withheld, and benefits. Misconduct means Employee's dishonesty, fraud, self dealing or willful misconduct as that term is defined for purposes of the California unemployment insurance, committed in the performance of Employee's duties and responsibilities under this Agreement; or the Employee's violation of any law which can be punished as a felony committed at any time. The determination of whether Employee was terminated due to misconduct is in the City's sole discretion.

If the City terminates Employee's employment at any time due to Employee's misconduct, as defined above, City shall not pay Employee any severance payment. If Employee terminates his employment, Employee is not entitled to a severance payment.

21. Reimbursement. City shall reimburse Employee for all actual and necessary expense he incurs in the performance of his official duties as City Administrator, including those incurred when travelling on business pertaining to the City. Expenses of a personal nature (i.e., personal telephone calls, entertainment, spousal expenses) shall not be paid by City. City shall additionally reimburse Employee for all reasonable expenses for Employee's job-related training, conferences (i.e., League of California Cities annual conference, annual Manager/Administrator's conference), education, and travel expenses related thereto.

22. Bond. Employee shall furnish a corporate surety bond in an amount no less than one hundred thousand dollars ($100,000.00) from a surety approved by the City Council for the faithful performance of the duties imposed upon the Employee by this Agreement. The premium of such bond shall be a proper charge against City, and Employee shall not be responsible for the payment thereof.

23. Nonassignment. Employee's duties and obligations under this Agreement are personal and not assignable.

24. Entire Agreement. This Agreement contains the entire agreement and understanding between the parties and contains all of the terms and conditions of the parties' agreement. The Agreement is the complete and final expression of the parties agreement and supersedes all prior or contemporaneous oral or written negotiations, discussions, representations, or agreements, if any. Employee acknowledges that he has

not relied on any promises, statements, representations, or warranties except as expressly set forth in this document.

This Agreement, and any and all terms and conditions herein, may only be changed, revoked, amended, or suspended by a written document signed by both Employee and the Mayor following approval by the City Council.

25. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

26. No Waiver. No party's failure to enforce any provision or provisions of this Agreement will be construed in any way as a waiver of any such provision or provisions, or prevent that party thereafter from enforcing each and every provision of this Agreement.

27. Partial Invalidity. The invalidity or unenforceability of any provision or portion of this Agreement will not affect the validity of enforceability of the other provisions or portions of this Agreement.

28. Interpretation. No interpretation or construction of any provision or provisions of this Agreement will be influenced by the identity of the party drafting the Agreement.

29. Heading. Paragraph headings used in this Agreement are for convenience only and shall not be considered a part of the terms of this Agreement.

In witness whereof, the parties have executed this Agreement on the date set forth below.

Dated: July 17, 2013

EMPLOYEE:

JARED G. HANCOCK

CITY OF SUSANVILLE:

ROD DE BOER, Mayor

ATTEST:

GWENNA MACDONALD, City Clerk

APPROVED AS TO FORM:

PETER M. TALIA, City Attorney

AGENDA ITEM NO. **9D**

Reviewed by: City Administrator
City Attorney

X Motion Only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Tom Downing, Chief of Police

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Agreement with Lassen County for IT Services for networking of CLETS access.

PRESENTED BY: Tom Downing, Chief of Police

SUMMARY: The police department has been contracting with the Lassen County Information Services Division (ISD) to provide connectivity, maintenance and replacement funds for our LiveScan and CLETS computers since July 2011. Through City Council approval we had entered into a yearly Memorandum of Understanding (MOU) with Lassen County for the above mentioned services. The 1 year MOU has expired and a new MOU needs to be approved. A proposed MOU has been drafted by Lassen County and is attached for your review.

Prior to entering into the previous year's MOU, I conducted research into the fiscal feasibility of this option and found that the option of receiving these services from Lassen County ISD was the most cost effective. I continue to believe that this agreement meets our needs at the police department and is the most effective way to receive such service.

FISCAL IMPACT: $3,548.00 for FY 13/14 for two computers at the police department to access the CLETS system and LiveScan. This is budgeted for in the approved budget and paid for through our communications line, #1000-421-10-4530

ACTION REQUESTED: Motion to approve Mayor to sign MOU between the City of Susanville and Lassen County for IT services for CLETS access.

ATTACHMENTS: MOU and copy of Lassen County Information Services Division acceptable use policy.

MEMORANDUM OF UNDERSTANDING
BETWEEN LASSEN COUNTY
INFORMATION SERVICES DIVISION
AND
SUSANVILLE POLICE DEPARTMENT

This Memorandum of Understanding (MOU) is between the Susanville Police Department, hereinafter called SPD and the Lassen County Information Services division, hereinafter called ISD. The agreement shall commence July 1, 2013 and will be automatically renewed on an annual basis.

SPD is being charged for 2 computers connected to the network at a charge of $1,774 per computer, for a final total cost of $3,548 for June 1, 2012 to June 30, 2013. The annual per computer charge includes operation and maintenance, and a one-in-four year computer replacement to replace these two computers. Fees will be due on July 1 and are to be paid to Lassen County no later than August 30 of each year.

A. ISD RESPONSIBILITIES:

Services Provided

PC Service

ISD provides dedicated staff for hardware and software installation, troubleshooting, repair and maintenance. Most calls are responded to within 4 hours; work is usually performed on the same day or take up to 5 days depending on the severity of the repair. ISD has "loaner" workstations that can be deployed for any department if the workstation is expected to be down for an extended period of time. The deployment of "loaner" workstations will be on a case by case basis; each individual situation agreed upon between ISD and SPD.

Anti-Virus

ISD provides centralized Anti-Virus installation, configuration, and automatic upgrading.

Server/File Sharing

ISD maintains basic functionality and security of all servers connected to the County's side of the Firewall potentially including servers purchased by SPD. ISD provides access to secure individual, departmental, and interdepartmental sharing of data and files. Security structures are created based on ISD security standards and SPD where SPD is impacted. ISD provides centralized PC account administration. (Excluding application level access.)

Print Sharing

ISD provides centralized network based printing for printers connected to the County's side of the Firewall. ISD also facilitates the repair and maintenance of printers excluding parts or supplies. ISD, under direction of SPD may have to "sub-contract" major repairs which SPD would be responsible to cover separately from this agreement.

Other Systems

Provide transport accessibility to pre-approved systems including encrypted access to DOJ's Intranet and other systems connected to the County network (i.e. General Ledger, etc).

Termination

Either Lassen County Information Services Department or the Susanville Police Department may terminate its services/obligations under this Agreement upon thirty (30) working days written notice.

Contract Renewal

Prior to the end of the current contract term, the parties agree to meet and confer regarding renewal of the contract and the new fiscal year charges.

B. SPD RESPONSIBILITIES:

SPD agrees to abide by all policy and procedures established by the County and ISD regarding usage of the network connection.

_____	_____
Rodney E. De Boer, Mayor, City of Susanville	Martin J. Nichols, CAO, Lassen County
Date: _____	Date: _____
_____	_____
Peter Talia, Susanville City Attorney	Rhetta Vander Ploeg, Lassen County Counsel
Date: _____	Date: _____

AGENDA ITEM NO. 9E

Reviewed by: City Administrator
City Attorney

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Lassen County Chamber of Commerce 125th Anniversary

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Lassen County Chamber of Commerce has scheduled a 125th Anniversary to recognize and celebrate 125 years of business leadership in the community. The cocktail/dinner event is scheduled for Friday, September 27th, 2013 from 5:30-9:00 p.m. on the lawn near Roop's Fort. The serving of alcoholic beverages as part of the dinner requires permission from the City as part of the application process through the Department of Alcoholic Beverage Control. The Chamber will be responsible for obtaining the license and has requested a letter of authorization from the City.

FISCAL IMPACT: N/A

ACTION REQUESTED: Motion to authorize sale of alcoholic beverages for September 27th event.

ATTACHMENTS: None

AGENDA ITEM NO. 9F

Reviewed by: City Administrator
City Attorney

_x_ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted by: Theodore Friedline, Fire Chief

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Copier Lease/Service Agreement with Ray Morgan Company

PRESENTED BY: Theodore Friedline, Fire Chief

SUMMARY: The current fire department copier has exhausted its useful life. Staff has requested quotes from a local copier vendor, and budgeted for replacement in the 2013-2014 fiscal year.

Ray Morgan Company has provided a quote for a Canon IR-C5235 printer/copier, which is the same model as the police department leased last year, and is technologically comparable to other City department machines.

The 60 month lease of the aforementioned copier is $160.96 (U.S Bank), and the monthly service agreement is $30.58. The current copier was purchased in November 2010, with a monthly service agreement of $60.52. The total new monthly debit to the fire department would be $131.02.

FISCAL IMPACT: Expenditure of $160.96 from fire department leased equipment budget, for 60 months, beginning August 2013. Total expenditure of $770.56, for remainder of 2013-2014 fiscal year budget

ACTION REQUESTED: Motion to approve 60 month printer/copier lease with U.S. Bank and service contract with Morgan Company and authorize Mayor to sign

ATTACHMENTS: US Bank Lease
Ray Morgan Company quotes

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EQUIPMENT FINANCE

DOCUMENT CHECKLIST

- **Tax-Exempt Lease Purchase Agreement** – Execute signature block at the top of the first page.
- **Addendum/Amendment to Tax-Exempt Lease Purchase Agreement** –This document must be executed in the presence of a witness/attestor. The attesting witness does not have to be a notary, just present at the time of execution. The witness/attestor will execute the signature block below the Purchaser's signature block at the bottom right of the page.
- **Property Schedule** - 1) If the transaction can be designated as a "bank qualified" transaction – one where the Lessee reasonably anticipates not issuing more than $10 million in tax-exempt obligations in a calendar year – **then you should initial the line under item**; 2)Execute signature block at the bottom of the page.
- **Property Description – Exhibit A** - Execute signature block at the bottom of the page.
- **Acceptance Certificate and Bank Qualification– Exhibit B**. 1) The date that all equipment is delivered, installed and accepted is the date that should be placed on the "DATE" line; and 2) Execute signature block at the bottom of the page.
- **Lessee's Counsel's Opinion – Exhibit C**. This exhibit will need to be executed by your attorney, dated and placed on their letterhead. Your attorney will likely want to review the agreement prior to executing this opinion.
- **Lessee's Certificate – Exhibit D**. 1) Please fill in the person's title who will be executing the certificate in the first paragraph (note: the person who signs this exhibit can not be the same person as the executing official(s) for all other documents); 2) Please fill in the date that the governing body met in Line 1; 3) In the middle set of boxes, please print the name of the executing official(s) in the far left box, print their title(s) in the middle box and have the executing official(s) sign the line in the far right hand box; 4) Include in your return package a copy of the board minutes or resolution for our files; and 5) The exhibit should be executed by someone other than the executing official(s) named in the center box.
- **Insurance Authorization and Verification** – To be filled out by the Lessee and returned with executed documents.
- **Amortization Schedule** - Execute signature block at the bottom of the page.
- **Notification of Tax Treatment** – Please provide your State of Sales/Use tax Exemption Certificate, if applicable.
- **Form 8038-GC or G**– Blank form provided to Lessee. Please consult your local legal/bond counsel or tax consultant with questions.
- **Original Documents** – U.S. Bank Equipment Finance will require original documents prior to funding.

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EQUIPMENT FINANCE

Application # 1741354

Tax-Exempt Lease/Purchase Agreement

Accepted by Lessor:	Agreed to by Lessee:
U.S. Bank Equipment Finance, a division of U.S. Bank National Association ("U.S. Bank Equipment Finance") (the "Lessor") 1310 Madrid Street Ste 101 Marshall, MN 56258	Susanville, City of (the "Lessee") 66 N Lassen St. Susanville, CA 96130
By: Date:	Sign&Date By: Date:
Name:	Name:
Title: Documentation Analyst	Title:
Telephone: 800-328-5371	Telephone: 530-257-1015

AGREEMENT: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor all the Property described in Property Schedule incorporated herein by reference, upon the terms and conditions set forth herein and as supplemented by the terms and conditions set forth in the Property Schedule. This Tax-Exempt Lease / Purchase Agreement together with the Property Schedule shall be defined as the Agreement.

LEASE TERM: The Lease Term of the Property listed in the Property Schedule shall commence as stated in the Certificate of Acceptance, attached as Exhibit B of the Property by Lessee and continue for the time period set forth in the Amortization Schedule attached to the Property Schedule. This Agreement cannot be canceled or terminated by Lessee except as expressly provided herein. This Agreement is a triple net lease.

LEASE PAYMENTS: Lessee shall pay rent to Lessor for the Property in the amounts, and on the dates specified, in the Amortization Schedule attached to the Property Schedule. Lessor and Lessee intend that the obligation of Lessee to pay Lease Payments hereunder shall not in any way be construed to be a debt of Lessee in contravention of any applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by Lessee, nor shall anything contained herein constitute a pledge of the general tax revenues, funds or monies of Lessee.

NO OFFSET: SUBJECT TO THE RIGHT TO NON-APPROPRIATE, SET FORTH BELOW, THE OBLIGATIONS OF LESSEE TO PAY THE LEASE PAYMENTS DUE UNDER THE PROPERTY SCHEDULE AND TO PERFORM AND OBSERVE THE OTHER COVENANTS AND AGREEMENTS CONTAINED IN THIS AGREEMENT SHALL BE ABSOLUTE AND UNCONDITIONAL IN ALL EVENTS WITHOUT ABATEMENT, DIMINUTION, DEDUCTION, SET-OFF OR DEFENSE, FOR ANY REASON, INCLUDING WITHOUT LIMITATION, ANY DEFECTS, MALFUNCTIONS, BREAKDOWNS OR INFIRMITIES IN THE PROPERTY OR ANY ACCIDENT, CONDEMNATION OR UNFORESEEN CIRCUMSTANCES. THIS PROVISION SHALL NOT LIMIT LESSEE'S RIGHTS OR ACTIONS AGAINST ANY VENDOR. Lessee shall pay when due all taxes, fees and governmental charges assessed or levied against or with respect to the Property.

LATE CHARGES: Should Lessee fail to duly pay any part of any Lease Payment or other sum to be paid to Lessor under this Agreement on the date on which such amount is due hereunder, then Lessee shall pay late charges on such delinquent payment from the due date thereof until paid at the rate of 12% per annum or the highest rate permitted by law, whichever is less.

MAINTENANCE OF PROPERTY: At all times during the Lease Term, Lessee shall, at Lessee's own cost and expense, maintain, preserve, and keep the Property in good working order, and condition, and from time to time make or cause to be made all necessary and proper repairs, replacements, and renewals to the Property, which shall become part of the Property. The Property is and will remain personal property.

INSURANCE OF PROPERTY: All risk of loss to the Property shall be borne by the Lessee. At all times during the Lease Term, Lessee shall, at Lessee's own cost and expense, cause casualty, public liability, and property damage insurance to be carried and maintained (or shall provide Lessor with a certificate stating that adequate self-insurance has been provided) with respect to the Property, sufficient to protect the full replacement value of the Property and to protect from liability in all events for which insurance is customarily available. Lessee shall furnish to Lessor certificates evidencing such coverage throughout the Lease Term. Any insurance policy to be carried and maintained pursuant to this Agreement shall be so written or endorsed as to make losses, if any, payable to Lessee and Lessor as their respective interests may appear. All such liability insurance shall name Lessor as an additional insured. Each insurance policy carried and maintained pursuant to this Agreement shall contain a provision to the effect that the insurance company shall not cancel the policy or modify it materially or adversely to the interest of the Lessor without first giving written notice thereof to Lessor at least 30 days in advance of such change of status.

QUIET ENJOYMENT AND TERMINATION OF LESSOR'S INTEREST: To secure Lessee's obligations hereunder, Lessor is granted a security interest in the Property, including substitutions, repairs, replacements and renewals, and the proceeds thereof, which is a first lien thereon. Lessee hereby authorizes Lessor to file all financing statements which Lessor deems necessary or appropriate to establish, maintain and perfect such security interest. Provided there does not exist an Event of Default as defined herein, the Lessee shall have the right of quiet enjoyment of the Property throughout the Lease Term. If Lessee shall have performed all of its obligations and no default shall have occurred and be continuing under this Agreement, and this Agreement shall not have been earlier terminated with respect to the Property, then, at the end of the Lease Term with respect to any item of Property, Lessor's interest in such Property shall terminate. Unless otherwise required by law, title to the Property shall be in the name of Lessee, subject to Lessor's interest hereunder.

TAX EXEMPTION: The parties contemplate that interest payable under this Agreement will be excluded from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"). The tax-exempt status of this Agreement provides the inducement for the Lessor to offer financing at the interest rate set forth herein. Therefore, should this Agreement be deemed by any taxing authority not to be exempt from taxation, Lessee agrees that the interest rate shall be adjusted, as of the date of loss of tax exemption, to an interest rate calculated to provide Lessor or its assignee an after tax yield equivalent to the tax exempt rate and Lessor shall notify Lessee of the taxable rate. Provided, however, that the provision of the preceding sentence shall apply only upon a final determination that the interest payments are not excludable from gross income under Section 103(a) of the Code, and shall not apply if the determination is based upon the individual tax circumstances of the Lessor, or a finding that the party seeking to exclude such payments from gross income is not the owner and holder of the obligation under the Code.

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EQUIPMENT FINANCE

Application # 1741354

Property Schedule to Tax-Exempt Lease/Purchase Agreement

This **Property Schedule** is entered into pursuant to Tax-Exempt Lease/Purchase Agreement dated as of _____ between Lessor and Lessee.

1. Interpretation. The terms and conditions of the Tax-Exempt Lease/Purchase Agreement (the "Agreement") are incorporated herein.

2. Property Description. The Property subject to this Property Schedule is described in Exhibit A, attached hereto. It includes all replacements, parts, repairs, additions, accessions and accessories incorporated therein or affixed or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries.

3. Term and Payments. Lease Term and Lease Payments are per attached Amortization & Payment Schedule. If the Payment Due Dates are not defined, they shall be defined as stated in the Certificate of Acceptance, attached as Exhibit B, hereto. If the parties enter into an escrow agreement for the acquisition of the Property, then the escrow agreement shall be attached hereto as Exhibit E. In lieu of the Acceptance Date for commencement of Lease Payments, the date of deposit of the Property Cost into the escrow by Lessor shall be used. Lessee shall have the option to prepay the Lease Payments due under this Property Schedule by paying the Termination Amount shown on the attached Amortization Schedule, plus any other amounts due and owing at the time of prepayment, subject to per diem adjustment.

4. Expiration. Lessor, at its sole determination, may choose not to accept this Property Schedule if the fully executed, original Agreement (including this Property Schedule and all ancillary documents) are not received by Lessor at its place of business by 10/02/2013.

5. Property Cost. The total principal amount under this Property Schedule for the acquisition cost of the Property is $ 8,561.62.

6. Opinion of Counsel. Lessee has provided the opinion of its legal counsel substantially in the form as attached as Exhibit C, hereto.

7. Lessee's Certificate. Lessee has provided the Lessee's Certificate in the form attached as Exhibit D, hereto.

8. Bank Qualification. Lessee designates this Agreement and Property Schedule as a "qualified tax-exempt obligation" as defined in Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended. Lessee reasonably anticipates issuing tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds and including all tax-exempt obligations of subordinate entities of the Lessee) during the calendar year this Agreement and Property Schedule was funded, in an amount not exceeding $10,000,000.

Initial Here _____ Lessee initial here, only if Bank Qualification is applicable

IN WITNESS WHEREOF, Lessor and Lessee have caused this Property Schedule to be executed in their names by their duly authorized representatives.

Lessor: U.S. Bank Equipment Finance	**Lessee:** Susanville, City of
By: (Sign Here)	By:
Name:	Name:
Title: DOCUMENTATION ANALYST	Title:
	Attest: By (Sign Here)
	Name:
	Title:

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EQUIPMENT FINANCE

EXHIBIT A

Application # 1741354

Property Description

Vendor: Ray Morgan Company
Address: 3131 Esplanade
City, State, Zip Code: Chico, CA 95973

Quantity	Description	Serial Number	Equipment Location
1	Canon IR Advance C5235		1505 Main St., Susanville, CA 96130

Lessee: Susanville, City of

Sign Here

By:

Name:

Title:

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EQUIPMENT FINANCE

PAYMENT & AMORTIZATION SCHEDULE

APPLICATION NO 1741354

Payment No	Lease Payment	Interest Portion	Principal Portion	Outstanding Balance	Termination Amount (After Making Payment for Said Due Date)
Beginning Balance				8,561.62	
1	160.96	34.57	126.39	8,435.23	8,688.29
2	160.96	34.06	126.90	8,308.33	8,557.58
3	160.96	33.54	127.42	8,180.91	8,426.34
4	160.96	33.03	127.93	8,052.98	8,294.57
5	160.96	32.51	128.45	7,924.53	8,162.27
6	160.96	31.99	128.97	7,795.56	8,029.43
7	160.96	31.47	129.49	7,666.07	7,896.05
8	160.96	30.95	130.01	7,536.06	7,762.14
9	160.96	30.43	130.53	7,405.53	7,627.70
10	160.96	29.90	131.06	7,274.47	7,492.70
11	160.96	29.37	131.59	7,142.88	7,357.17
12	160.96	28.84	132.12	7,010.76	7,221.08
13	160.96	28.30	132.66	6,878.10	7,084.44
14	160.96	27.77	133.19	6,744.91	6,947.26
15	160.96	27.23	133.73	6,611.18	6,809.52
16	160.96	26.69	134.27	6,476.91	6,671.22
17	160.96	26.15	134.81	6,342.10	6,532.36
18	160.96	25.60	135.36	6,206.74	6,392.94
19	160.96	25.06	135.90	6,070.84	6,252.97
20	160.96	24.51	136.45	5,934.39	6,112.42
21	160.96	23.96	137.00	5,797.39	5,971.31
22	160.96	23.41	137.55	5,659.84	5,829.64
23	160.96	22.85	138.11	5,521.73	5,687.38
24	160.96	22.29	138.67	5,383.06	5,544.55
25	160.96	21.73	139.23	5,243.83	5,401.14
26	160.96	21.17	139.79	5,104.04	5,257.16
27	160.96	20.61	140.35	4,963.69	5,112.60
28	160.96	20.04	140.92	4,822.77	4,967.45
29	160.96	19.47	141.49	4,681.28	4,821.72
30	160.96	18.90	142.06	4,539.22	4,675.40
31	160.96	18.33	142.63	4,396.59	4,528.49
32	160.96	17.75	143.21	4,253.38	4,380.98
33	160.96	17.17	143.79	4,109.59	4,232.88
34	160.96	16.59	144.37	3,965.22	4,084.18

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EQUIPMENT FINANCE

EXHIBIT B

Application # 1741354

Certificate of Acceptance

This **Certificate of Acceptance** is pursuant to Tax-Exempt Lease/Purchase Agreement dated as of _____ and the related Property Schedule, between Lessor and Lessee. (the "Agreement").

1. Property Acceptance. Lessee hereby certifies and represents to Lessor that the Property referenced in the Agreement has been acquired, made, delivered, installed and accepted as of the date indicated below. Lessee has conducted such inspection and/or testing of the Property as it deems necessary and appropriate and hereby acknowledges that it accepts the Property for all purposes. Lessee will immediately begin making Lease Payments in accordance with the times and amounts specified herein. LESSOR MAKES NO (AND SHALL NOT BE DEEMED TO HAVE MADE ANY) WARRANTIES, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, WITHOUT LIMITATION, THE DESIGN, OPERATION OR CONDITION OF, OR THE QUALITY OF THE MATERIAL, EQUIPMENT OR WORKMANSHIP IN, THE PROPERTY, ITS MERCHANTABILITY OR ITS FITNESS FOR ANY PARTICULAR PURPOSE, THE STATE OF TITLE THERETO OR ANY COMPONENT THEREOF, THE ABSENCE OF LATENT OR OTHER DEFECTS (WHETHER OR NOT DISCOVERABLE), AND LESSOR HEREBY DISCLAIMS THE SAME; IT BEING UNDERSTOOD THAT THE PROPERTY IS LEASED TO LESSEE "AS IS" ON THE DATE OF THIS AGREEMENT OR THE DATE OF DELIVERY, WHICHEVER IS LATER, AND ALL SUCH RISKS, IF ANY, ARE TO BE BORNE BY LESSEE.

2. Commencement Date: The commencement date of this Agreement shall be the Acceptance Date listed below. If Acceptance Date is more than 10 days prior to the receipt of the Certificate of Acceptance the Agreement commencement date will be the date funds are issued.

3. Billing Address: If billing address differs from the address listed on the Tax Exempt Lease Purchase Agreement please list below:

Review

Billing Name: _____
Billing Address: _____
City, State, Zip Code: _____

IN WITNESS WHEREOF, Lessee has caused this Certificate of Acceptance to be executed by their duly authorized representative.

Delivery Date

Acceptance Date:

Lessee: Susanville, City of

Sign Here

By:

Name:

Title:

usbank.

EQUIPMENT FINANCE

EXHIBIT D

Application # 1741354

Lessee's Certificate

Re: Tax-Exempt Lease/Purchase Agreement and Property Schedule dated as of _____, between Lessee and Lessor

The undersigned, being the duly elected, qualified and acting _____ of the Lessee do hereby certify, as of _____, as follows:

1. Lessee did, at a meeting of the governing body of the Lessee held _____, 201__ by resolution or ordinance duly enacted, in accordance with all requirements of law, approve and authorize the execution and delivery of the above-referenced Tax-Exempt Lease/Purchase Agreement and Property Schedule (the "Agreement") by the following named representative of Lessee, to wit:

NAME OF EXECUTING OFFICIAL	TITLE OF EXECUTING OFFICIAL	SIGNATURE OF EXECUTING OFFICIAL
	Sign Here	
And/ Or		

2. The above-named representative of the Lessee held at the time of such authorization and holds at the present time the office set forth above.

3. The meeting(s) of the governing body of the Lessee at which the Agreement was approved and authorized to be executed was duly called, regularly convened and attended throughout by the requisite quorum of the members thereof, and the enactment approving the Agreement and authorizing the execution thereof has not been altered or rescinded. All meetings of the governing body of Lessee relating to the authorization and delivery of Agreement have been: (a) held within the geographic boundaries of the Lessee; (b) open to the public, allowing all people to attend; (c) conducted in accordance with internal procedures of the governing body; and (d) conducted in accordance with the charter of the Lessee, if any, and the laws of the State.

4. No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, an Event of Default or a Nonappropriation (as such terms are defined in the Agreement) exists at the date hereof with respect to the Agreement.

5. The acquisition of all of the Property under the Agreement has been duly authorized by the governing body of Lessee.

6. Lessee has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Lease Payments scheduled to come due during the current budget year under the Agreement and to meet its other obligations for the current budget year and such funds have not been expended for other purposes.

7. As of the date hereof, no litigation is pending, (or, to my knowledge, threatened) against Lessee in any court (a) seeking to restrain or enjoy in the delivery of the Agreement or of other agreements similar to the Agreement; (b) questioning the authority of Lessee to execute the Agreement, or the validity of the Agreement, or the payment of principal of or interest thereon; (c) questioning the constitutionality of any statute, or the validity of any proceedings, authorizing the execution of the Agreement; or (d) affecting the provisions made for the payment of or security for the Agreement.

Susanville, City of

Sign Here

By:

Title:

SIGNER MUST NOT BE THE SAME AS THE EXECUTING OFFICIAL(S) SHOWN ABOVE.

CALIFORNIA JUDICIAL REFERENCE AGREEMENT

AGREEMENT # 1741354

This California Judicial Reference Agreement ("**Agreement**") is entered into in connection with any existing financing ("**Financing**") provided by U.S.Bank Equipment Finance ("**Lessor/Seller**") to Susanville, City of ("**Lessee/Purchaser**") evidenced, secured and/or supported by one or more leases, loan agreements, notes, security agreements, guaranties, and/or other documents, together with any and all schedules and riders thereto and any and all other agreements executed and delivered by Lessee/Purchaser in connection therewith, being hereinafter referred to as the "**Financing Documents.**"

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto (collectively, the "**Parties**") agree as follows:

1. Any and all disputes, claims and controversies arising out of the Financing Documents or the transactions contemplated thereby (including, but not limited to, actions arising in contract or tort and any claims by a Party against Lessor/Seller related in any way to the Financing) (individually, a "Dispute") that are brought before a forum in which pre-dispute waivers of the right to trial by jury are invalid under applicable law shall be subject to the terms of this Agreement in lieu of the jury trial waivers otherwise provided in the Financing Documents.

2. Any and all Disputes shall be heard by a referee and resolved by judicial reference pursuant to California Code of Civil Procedure Sections 638 et seq.

3. The referee shall be a retired California state court judge or an attorney licensed to practice law in the State of California with at least ten (10) years' experience practicing commercial law. The Parties shall not seek to appoint a referee that may be disqualified pursuant to California Code of Civil Procedure Section 641 or 641.2 without the prior written consent of all Parties.

4. If the Parties are unable to agree upon a referee within ten (10) calendar days after one Party serves a written notice of intent for judicial reference upon the other Party or Parties, then the referee will be selected by the court in accordance with California Code of Civil Procedure Section 640(b).

5. The referee shall render a written statement of decision and shall conduct the proceedings in accordance with the California Code of Civil Procedure, the Rules of Court, and California Evidence Code, except as otherwise specifically agreed by the parties and approved by the referee. The referee's statement of decision shall set forth findings of fact and conclusions of law. The decision of the referee shall be entered as a judgment in the court in accordance with the provisions of California Code of Civil Procedure Sections 644 and 645. The decision of the referee shall be appealable to the same extent and in the same manner that such decision would be appealable if rendered by a judge of the superior court.

6. Nothing in this Agreement shall be deemed to apply to or limit the right of Lessor/Seller (a) to exercise self help remedies such as (but not limited to) setoff, (b) to foreclose judicially or nonjudicially against any real or personal property collateral, or to exercise judicial or nonjudicial power of sale rights, (c) to obtain from a court provisional or ancillary remedies (including, but not limited to, injunctive relief, a writ of possession, prejudgment attachment, a protective order or the appointment of a receiver), or (d) to pursue rights against a Party in a third-party proceeding in any action brought against Lessor/Seller (including actions in bankruptcy court). Lessor/Seller may exercise the rights set forth in the foregoing clauses (a) through (d), inclusive, before, during or after the pendency of any judicial reference proceeding. Neither the exercise of self help remedies nor the institution or maintenance of an action for foreclosure or provisional or ancillary remedies or the opposition to any such provisional remedies shall constitute a waiver of the right of any Party, including, but not limited to, the claimant in any such action, to require submission to judicial reference the merits of the Dispute occasioning resort to such remedies. No provision in the Financing Documents regarding submission to jurisdiction and/or venue in any court is intended or shall be construed to be in derogation of the provisions in any Financing Document for judicial reference of any of Dispute.

7. If a Dispute includes multiple claims, some of which are found not subject to this Agreement, the Parties shall stay the proceedings of the Disputes or part or parts thereof not subject to this Agreement until all other Disputes or parts thereof are resolved

usbank.
EQUIPMENT FINANCE

Application # 1741354

Insurance Authorization and Verification

Date: _____

Re: Tax-Exempt Lease/Purchase Agreement, Dated _____

To Lessee: Susanville, City of

66 N Lassen St.
Susanville, CA 96130

From Lessor: U.S. Bank Equipment Finance
1310 Madrid St Ste 101
Marshall, MN 56258

TO THE LESSEE: In connection with the above-referenced Property Schedule, Lessor requires proof in the form of this document, executed by both Lessee* and Lessee's agent, that Lessee's insurable interest in the financed property (the "Property") meets Lessor's requirements as follows, with coverage including, but not limited to, fire, extended coverage, vandalism, and theft:

Lessor, AND ITS SUCCESSORS AND ASSIGNS, shall be covered as both ADDITIONAL INSURED and LENDER'S LOSS PAYEE with regard to all equipment financed or leased by policy holder through or from Lessor. All such insurance shall contain a provision to the effect that such insurance shall not be canceled or modified without first giving written notice thereof to Lessor and Lessee at least thirty (30) days in advance of such cancellation or modification.

Lessee must carry GENERAL LIABILITY (and/or, for vehicles, Automobile Liability) in the amount of no less than $1,000,000.00 (one million dollars).

Lessee must carry PROPERTY Insurance (or, for vehicles, Physical Damage Insurance) in an amount no less than the 'Insurable Value' $ 8,561.62 ***[amount of financing]*, with deductibles no more than $10,000.00.**

**Lessee: Please execute this form and return with your document package.* Lessor will fax this form to your insurance agency for endorsement. In lieu of agent endorsement, Lessee's agency may submit insurance certificates demonstrating compliance with all requirements. Should you have any questions, please contact U.S. Bank Equipment Finance at 800-328-5371

By signing, Lessee authorizes the Agent named below: 1) to complete and return this form as indicated; and 2) to endorse the policy and subsequent renewals to reflect the required coverage as outlined above.

Agency/Agent: _____/_____
Address: _____
_____
Phone/Fax: _____/_____
E-Mail _____

Susanville, City of

Sign Here

By: _____
Name: _____
Title: _____

TO THE AGENT: ***In lieu of providing a certificate, please execute this form in the space below and promptly fax it to Lessor at 800-433-6185. This fully endorsed form shall serve as proof that Lessee's insurance meets the above requirements.***

Agent hereby verifies that the above requirements have been met in regard to the Property listed below.

Print Name Of Agency: **X**_____

By: **X**_____
(Agent's Signature)

Print Name: **X**_____ Date: **X**_____

Insurable Value: $ 8,561.62 *[amount of financing]*

Form **8038-GC**
(Rev. January 2012)
Department of the Treasury
Internal Revenue Service

Information Return for Small Tax-Exempt Governmental Bond Issues, Leases, and Installment Sales

▶ **Under Internal Revenue Code section 149(e)**

Caution: *If the issue price of the issue is $100,000 or more, use Form 8038-G.*

OMB No. 1545-0720

Part I Reporting Authority

Check box if **Amended Return** ▶ ☐

1 Issuer's name

2 Issuer's employer identification number (EIN)

3 Number and street (or P.O. box if mail is not delivered to street address)

Room/suite

4 City, town, or post office, state, and ZIP code

5 Report number *(For IRS Use Only)*

6 Name and title of officer or other employee of issuer or designated contact person whom the IRS may call for more information

7 Telephone number of officer or legal representative

Part II Description of Obligations

Check one: a single issue ☐ **or** a consolidated return ☐.

8a	Issue price of obligation(s) (see instructions)	8a	
b	Issue date (single issue) **or** calendar date (consolidated). Enter date in mm/dd/yyyy format (for example, 01/01/2009) (see instructions) ▶		
9	Amount of the reported obligation(s) on line 8a that is:		
a	For leases for vehicles	9a	
b	For leases for office equipment	9b	
c	For leases for real property	9c	
d	For leases for other (see instructions)	9d	
e	For bank loans for vehicles	9e	
f	For bank loans for office equipment	9f	
g	For bank loans for real property	9g	
h	For bank loans for other (see instructions)	9h	
i	Used to refund prior issue(s)	9i	
j	Representing a loan from the proceeds of another tax-exempt obligation (for example, bond bank)	9j	
k	Other	9k	

10 If the issuer has designated any issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check this box ▶ ☐

11 If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check this box (see instructions) ▶ ☐

12 Vendor's or bank's name:

13 Vendor's or bank's employer identification number:

Signature and Consent

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person(s) that I have authorized above.

▶ Signature of issuer's authorized representative — Date

▶ Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed	PTIN
Firm's name ▶			Firm's EIN ▶	
Firm's address ▶			Phone no.	

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

What's New

The IRS has created a page on IRS.gov for information about the Form 8038 series and its instructions, at *www.irs.gov/form8038*. Information about any future developments affecting the Form 8038 series (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

Form 8038-GC is used by the issuers of tax-exempt governmental obligations to provide the IRS with the information required by section 149(e) and to monitor the requirements of sections 141 through 150.

Who Must File

Issuers of tax-exempt governmental obligations with issue prices of less than $100,000 must file Form 8038-GC.

Issuers of a tax-exempt governmental obligation with an issue price of $100,000 or more must file Form 8038-G, Information Return for Tax-Exempt Governmental Obligations.

Filing a separate return for a single issue. Issuers have the option to file a separate Form 8038-GC for any tax-exempt governmental obligation with an issue price of less than $100,000.

An issuer of a tax-exempt bond used to finance construction expenditures must file a separate Form 8038-GC for each issue to give notice to the IRS that an election was made to pay a penalty in lieu of arbitrage rebate (see the line 11 instructions).

Filing a consolidated return for multiple issues. For all tax-exempt governmental obligations with issue prices of less than $100,000 that are not reported on a separate Form 8038-GC, an issuer must file a consolidated information return including all such issues issued within the calendar year.

Thus, an issuer may file a separate Form 8038-GC for each of a number of small issues and report the remainder of small issues issued during the calendar year on one consolidated Form 8038-GC. However, if the issue is a construction issue, a separate Form 8038-GC must be filed to give the IRS notice of the election to pay a penalty in lieu of arbitrage rebate.

street address. If a change in address occurs after the return is filed, use Form 8822, Change of Address, to notify the IRS of the new address.

Note. The address entered on lines 3 and 4 is the address the IRS will use for all written communications regarding the processing of this return, including any notices. By authorizing a person other than an authorized officer or other employee of the issuer to communicate with the IRS and whom the IRS may contact about this return, the issuer authorizes the IRS to communicate directly with the individual listed on line 6, whose address is entered on lines 3 and 4 and consents to disclose the issuer's return information to that individual, as necessary, to process this return.

Line 5. This line is for IRS use only. Do not make any entries in this box.

Part II—Description of Obligations

Check the appropriate box designating this as a return on a single issue basis or a consolidated return basis.

Line 8a. The issue price of obligations is generally determined under Regulations section 1.148-1(b). Thus, when issued for cash, the issue price is the price at which a substantial amount of the obligations are sold to the public. To determine the issue price of an obligation issued for property, see sections 1273 and 1274 and the related regulations.

Line 8b. For a single issue, enter the date of issue (for example, 03/15/2010 for a single issue issued on March 15, 2010), generally the date on which the issuer physically exchanges the bonds that are part of the issue for the underwriter's (or other purchaser's) funds; for a lease or installment sale, enter the date interest starts to accrue. For issues reported on a consolidated basis, enter the first day of the calendar year during which the obligations were issued (for example, for calendar year 2010, enter 01/01/2010).

Lines 9a through 9h. Complete this section if property other than cash is exchanged for the obligation, for example, acquiring a police car, a fire truck, or telephone equipment through a series of monthly payments. (This type of obligation is sometimes referred to as a "municipal lease.") Also complete this section if real property is directly acquired in exchange for an obligation to make periodic payments of interest and principal.

Do not complete lines 9a through 9d if the proceeds of an obligation are received in the form of cash even if the term "lease" is used in the title of the issue. For lines 9a through 9d, enter the amount on the appropriate line that represents a lease or installment purchase. For line 9d, enter the type of item that is leased. For lines 9e through 9h, enter the amount on the appropriate line that represents a bank loan. For line 9h, enter the type of bank loan.

Lines 9i and 9j. For line 9i, enter the amount of the proceeds that will be used to pay principal, interest, or call premium on any other issue of bonds, including proceeds that will be used to fund an escrow account for this purpose. Several lines may apply to a particular obligation. For example, report on lines 9i and 9j obligations used to refund prior issues which represent loans from the proceeds of another tax-exempt obligation.

Line 9k. Enter on line 9k the amount on line 8a that does not represent an obligation described on lines 9a through 9j.

Line 10. Check this box if the issuer has designated any issue as a "small issuer exception" under section 265(b)(3)(B)(i)(III).

Line 11. Check this box if the issue is a construction issue and an irrevocable election to pay a penalty in lieu of arbitrage rebate has been made on or before the date the bonds were issued. The penalty is payable with a Form 8038-T for each 6-month period after the date the bonds are issued. Do not make any payment of penalty in lieu of rebate with Form 8038-GC. See Rev. Proc. 92-22, 1992-1 C.B. 736, for rules regarding the "election document."

Line 12. Enter the name of the vendor or bank who is a party to the installment purchase agreement, loan, or financial lease. If there are multiple vendors or banks, the issuer should attach a schedule.

Line 13. Enter the employer identification number of the vendor or bank who is a party to the installment purchase agreement, loan, or financial lease. If there are multiple vendors or banks, the issuer should attach a schedule.

Signature and Consent

An authorized representative of the issuer must sign Form 8038-GC and any applicable certification. Also print the name and title of the person signing Form 8038-GC. The authorized representative of the issuer signing this form must have the authority to consent to the disclosure of the issuer's return information, as necessary to process this return, to the person(s) that has been designated in this form.

Note. If the issuer authorizes in line 6 the IRS to communicate with a person other than an officer or other employee of the issuer, (such authorization shall include contact both in writing regardless of the address entered in lines 3 and 4, and by telephone) by signing this form, the issuer's authorized representative consents to the disclosure of the issuer's return information, as necessary to process this return, to such person.

Paid Preparer

If an authorized representative of the issuer filled in its return, the paid preparer's space should remain blank. Anyone who prepares the return but does not charge the organization should not sign the return. Certain others who prepare the return should not sign. For example, a regular, full-time employee of the issuer, such as a clerk, secretary, etc., should not sign.

Generally, anyone who is paid to prepare a return must sign it and fill in the other blanks in the *Paid Preparer Use Only* area of the return. A paid preparer cannot use a social security number in the *Paid Preparer Use Only* **box.** The paid preparer must use a preparer tax identification number (PTIN). If the paid preparer is self-employed, the preparer should enter his or her address in the box.

The paid preparer must:

- Sign the return in the space provided for the preparer's signature, and
- Give a copy of the return to the issuer.

Paperwork Reduction Act Notice

We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file this form will vary depending on individual circumstances. The estimated average time is:

Learning about the law or the form	4 hr., 46 min.
Preparing the form	2 hr., 22 min.
Copying, assembling, and sending the form to the IRS .	2 hr., 34 min.

If you have comments concerning the accuracy of these time estimates or suggestions for making this form simpler, we would be happy to hear from you. You can write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:M:S, 1111 Constitution Ave. NW, IR-6526, Washington, DC 20224. Do not send the form to this address. Instead, see *Where To File*.

Ray Morgan Company
Technology Solutions You Can Trust Customer Excellence Since 1956

Multi-function Business Solution Upgrade Proposal

Prepared Exclusively For:

City of Susanville Fire Department (Option A)

Proposed Upgrade

Individual Component

Suggested Retail Pricing

Canon IR-C5235 (Fire Department) $ 11,970.00

(30 ppm b/w & 30 ppm color; PCL network print, color scan to file and email)

Accessories

100 Sheet Duplexing Automatic Document Feeder	Standard	
Color Universal Send (Scan to File and Email)	Standard	
PCL Printer Kit-AR1	$	840.00
Super G3 Fax Board-AE2	$	840.00
Inner Finisher-E1	$	1,260.00
Cabinet-B1	$	300.00
SURGE PROT 120/15 SPS NET	$	150.00
Setup and Delivery	Included	
Subtotal	$	15,360.00

Total Retail:	$	15,360.00
Less Trade-in IR-C3170U	$	500.00
Discounts	$	6,298.18
Total Cash Price	$	8,561.82

* Pricing Does not include any applicable taxes

Service and Supply Pricing

Monthly Service/Supply Cost: $ 30.58

Included Pages	2,500	$ **0.00975**	B&W/Page	$	24.38
	100	$ **0.06200**	Color/Page	$	6.20

*Service and Supplies includes all parts, labor, service and supplies including toner, drums and staples (excluding paper only). All meters will be collected on a monthly basis, and all overage will be charged at the Service and Supply Pricing indicated above.

Leasing Option — **Term**

True Municipal Lease (includes sales tax) $1.00 Purchase Option — 60 months — $ 160.96

(Quoted prices do not include property tax, one time fees or property insurance) Credit approval required, quoted payment may be affected by credit rating.

Total Proposed Monthly Cost (including sales taxes)	$ 191.54
Current Total Monthly Cost (without applicable taxes)	$ 60.52
Total Monthly Cost Reduction (without applicable taxes)	$ (131.02)

Ray Morgan Company
Technology Solutions You Can Trust Customer Excellence Since 1956

Multi-function Business Solution Upgrade Proposal

Prepared Exclusively For:

City of Susanville Fire Department (Option B)

Proposed Upgrade

Individual Component — **Suggested Retail Pricing**

Kyocera Coptstar CS-3550ci (Fire Department) — $ 13,758.00
(35 ppm b/w & 35 ppm color; PCL network print, color scan to file and email)

Accessories

DP-770 (100 Sheet Duplexing Automatic Document Feeder)	$ 1,417.00
Color Scanning (Scan to File and Email)	Standard
PCL/PS3/KPDL Network Print	Standard
Super System-V	$ 1,155.00
DF-770B (1,000 sheets Finisher)	$ 1,260.00
Copier Stand	$ 286.00
SURGE PROT 120/15 SPS NET	$ 150.00
Setup and Delivery	Included
Subtotal	$ 18,186.00

Total Retail:	$ 18,186.00
Discounts:	$ 10,499.70
Less Trade-in for IR-C3170u:	$ 500.00
Total Cash Price	$ 7,186.30

* Pricing Does not include any applicable taxes

Service and Supply Pricing

Monthly Service/Supply Cost: $ 28.70

Included Pages	2,500	$	**0.00900** B&W/Page	$	**22.50**
	100	$	**0.06200** Color/Page	$	**6.20**

*Service and Supplies includes all parts, labor, service and supplies including toner, drums and staples (excluding paper only). All meters will be collected on a monthly basis, and all overage will be charged at the Service and Supply Pricing indicated above.

Leasing Option — **Term**

True Municipal Lease (includes sales tax) $1.00 Purchase Option — 60 months — $ 145.24

(Quoted prices do not include property tax, one time fees or property insurance) Credit approval required, quoted payment may be affected by credit rating.

Total Proposed Monthly Cost (including sales taxes) $ 173.94

Current Total Monthly Cost (without applicable taxes) $ 60.52

Ray Morgan Company
Technology Solutions You Can Trust Customer Excellence Since 1956

Multi-function Business Solution Upgrade Proposal

Prepared Exclusively For:

City of Susanville Fire Department (Option C)

Proposed Upgrade

Individual Component — **Suggested Retail Pricing**

Kyocera Coptstar CS-3050ci (Fire Department) — $ 10,756.00
(30 ppm b/w & 30 ppm color; PCL network print, color scan to file and email)

Accessories

DP-770 (100 Sheet Duplexing Automatic Document Feeder)	$ 1,417.00
Color Scanning (Scan to File and Email)	Standard
PCL/PS3/KPDL Network Print	Standard
Super System-V	$ 1,155.00
DF-770B (1,000 sheets Finisher)	$ 1,260.00
Copier Stand	$ 286.00
SURGE PROT 120/15 SPS NET	$ 150.00
Setup and Delivery	Included
Subtotal	$ 15,184.00

Total Retail:	$ 15,184.00
Discounts:	$ 8,814.24
Less Trade-in for IR-C3170u:	$ 500.00
Total Cash Price	$ 5,869.76

* Pricing Does not include any applicable taxes

Service and Supply Pricing

Monthly Service/Supply Cost: $ 28.70

Included Pages	2,500	$ **0.00900**	B&W/Page	$	**22.50**
	100	$ **0.06200**	Color/Page	$	**6.20**

*Service and Supplies includes all parts, labor, service and supplies including toner, drums and staples (excluding paper only). All meters will be collected on a monthly basis, and all overage will be charged at the Service and Supply Pricing indicated above.

Leasing Option — **Term**

True Municipal Lease (includes sales tax) $1.00 Purchase Option — 60 months — $ 118.63

(Quoted prices do not include property tax, one time fees or property insurance) Credit approval required, quoted payment may be affected by credit rating.

Total Proposed Monthly Cost (including sales taxes) — $ 147.33

Current Total Monthly Cost (without applicable taxes) — $ 60.52

AGENDA ITEM NO. 9G

Reviewed by:____ City Administrator
____ City Attorney

____ Motion Only
____ Public Hearing
____ Resolution
____ Ordinance
____ Information

Submitted By: Heidi Whitlock, Project Manager

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Recreation Round-Up Revenue

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: In the past eight years we have been collecting monies through the utility billing recreation round-up option to help raise funds for various small-scale projects. Since its inception (8 years ago) we have collected a total of $7,233.54 in funds that have assisted in both building Peggy's Playground at Riverside Park and stocking trout for the Junior Fishing Derby. In the past five years, an average of $540.00 a year has been collected. We would like to discuss options for getting the community involved in making suggestions for future small-scale ($1,000.00-$3,000.00) projects to help renew their interest in participating in the program. The current balance in the fund is $455.80.

FISCAL IMPACT: None at this time.

ACTION REQUESTED: Council direction to staff.

ATTACHMENTS: Revenue and expenditure spreadsheet.

Recreation Round-Up	Revenue	Expenditures	
2005/2006	$2,161.49		
2006/2007	$1,201.15		
2007/2008	$1,173.02	$3,500.00	(Peggy's Playground)
2008/2009	$616.85		
2009/2010	$717.67	$1,500.00	(Trout for Fishing Derby)
2010/2011	$533.61	$1,590.00	(Trout for Fishing Derby)
2011/2012	$371.14		
2012/2013	$458.61		
Total	$7,233.54	$6,590.00	

AGENDA ITEM NO. 9G

Reviewed by: ___ City Administrator
____ City Attorney

____ Motion Only
____ Public Hearing
____ Resolution
____ Ordinance
____ Information

Submitted By: Heidi Whitlock, Project Manager

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Recreation Round-Up Revenue

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: In the past eight years we have been collecting monies through the utility billing recreation round-up option to help raise funds for various small-scale projects. Since its inception (8 years ago) we have collected a total of $7,233.54 in funds that have assisted in both building Peggy's Playground at Riverside Park and stocking trout for the Junior Fishing Derby. In the past five years, an average of $540.00 a year has been collected. We would like to discuss options for getting the community involved in making suggestions for future small-scale ($1,000.00-$3,000.00) projects to help renew their interest in participating in the program. The current balance in the fund is $455.80.

FISCAL IMPACT: None at this time.

ACTION REQUESTED: Council direction to staff.

ATTACHMENTS: Revenue and expenditure spreadsheet.

Recreation Round-Up	Revenue	Expenditures	
2005/2006	$2,161.49		
2006/2007	$1,201.15		
2007/2008	$1,173.02	$3,500.00	(Peggy's Playground)
2008/2009	$616.85		
2009/2010	$717.67	$1,500.00	(Trout for Fishing Derby)
2010/2011	$533.61	$1,590.00	(Trout for Fishing Derby)
2011/2012	$371.14		
2012/2013	$458.61		
Total	$7,233.54	$6,590.00	

AGENDA ITEM NO. 9H

Reviewed by: City Administrator
City Attorney

___Motion only
___Public Hearing
___Resolution
___Ordinance
___Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Workshop addressing proposed property maintenance requirements within the City of Susanville

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: This report is in response to the City Council's concerns over numerous complaints received regarding the run-down condition of a significant number of properties in the City. Staff has looked at the issues based on the types of complaints that have been received over the past 2-3 years as well as direct observations and compiled the following list:

1. Foreclosed properties - ongoing property maintenance issues
2. Appearance of vacant commercial properties
3. Substandard rental housing - tenant complaints, poorly maintained rentals
4. Accumulation of household trash and refuse
5. Accumulation of junk/appliances/inoperable automobiles & auto parts
6. Use of yard areas (particularly front yard) for storage of autos, RVs, boats, snowmobiles, etc.
7. Use of RVs and travel trailers for living units
8. Illegal second dwelling units
9. Animals/ barking dogs
10. Illegal garage conversion/inadequate off-street parking
11. Weeds/overgrown vegetation/dead and dying trees, shrubs, etc.
12. Excessive light/noise/odor complaints
13. Structures and building addition without building permits
14. Lack of sidewalks
15. Streamlining the current abatement process/Administrative penalties

Staff has provided a summary for each of the items for discussion. Staff has also reviewed the enforcement tools utilized by other agencies for consideration and prioritization. Staff has begun drafting code language related to rental and foreclosed properties and is in the process of drafting language for owner occupied and commercial properties addressing issues related to minimum property maintenance standards within the City.

The property maintenance issue has been divided into three categories: foreclosed properties, rental properties, and owner occupied and commercial/industrial properties. Each category has fairly unique issues that make it best to address them with separate regulations.

Foreclosed Properties – Foreclosed properties are generally bank/lender owned. These owners are not typically local and frequently have a large inventory of foreclosed properties to manage. The State of California enacted legislation through Senate Bill 1137 and subsequently

Assembly Bill 2314 requiring a legal owner to maintain residential property purchased at a foreclosure sale or acquired through foreclosure under a deed of trust and allowing cities and counties to enforce the maintenance requirement. The law allows for penalties of up to $1,000 per day for violations and to recover administrative costs. The legislation does not preempt a local agency from enacting their own regulations for enforcing property maintenance on foreclosed properties. With that in mind, City Staff have prepared a local ordinance that has many of the provisions of the State law but would also require that the foreclosed properties be registered with the City to allow better tracking of the properties. The proposed language is included as Attachment "A".

Rental Properties - The goal of the property maintenance requirements for rental properties is to ensure that the rental units meet minimum standards for habitability including hot water, minimum heating standards, proper ventilation, light, building security, exterior maintenance, fire safety, and proper wiring. When landlords fail to maintain rental properties to minimum standards tenants have little recourse to force repairs and there is no local enforcement agency, such as a local Housing Authority to adequately address complaints.

Apartment complex tenants also have little ability to ensure adequate facilities maintenance or yard care. The rental of single family dwellings poses a unique set of issues regarding property maintenance because the tenant is typically responsible for yard maintenance and some tenants fail to exercise a level of basic responsibility for upkeep.

The proposal presented to the Council treats rental units more like a business and therefore should be subject to a license where the fees collected will go towards enforcing the provision of the ordinance. A license fee per dwelling unit per year is proposed, for example $25. In addition a regular schedule of property inspection would be required depending upon the age of the structure. Properties less than 6 years old do not require an inspection, properties between 6 and 20 years old would require an inspection every 4 years with the potential for an extension to 6 years and properties over 20 years old would be inspected every 2 years with that time period being extended to 4 years after two consecutive passing inspections. No properties would be inspected less than once every 6 years. Attachment "B" has the proposed rental property maintenance regulations.

Owner Occupied/Commercial Properties - Unlike rental properties, owners have complete responsibility and autonomy over how they maintain the inside of their homes, to the extent that it doesn't create a public nuisance or hazard. For that reason, the focus of owner occupied and a commercial property is on exterior maintenance and yard areas. A future Attachment "C" is currently being drafted to help guide discussions for owner occupied property maintenance regulations.

Staff has taken photos of several properties in the City for the Council to review to give Staff a better understanding of the types of problems that are impacting adjacent property owners.

While regulations like these would help address items 1 through 6 on the above list, it would also need to be combined with a more streamlined administrative penalty process that allows citations to be more easily issued after appropriate warnings and time for property owners to rectify violations.

Staff are proposing that the City Council review the list of items and the attached proposals and provide direction to Staff and assist with prioritizing the issues and finding the appropriate balance between private property rights and allowing individuals to utilize their property as they please while protecting against adverse impacts to neighboring properties and the property rights of those individuals.

ACTION REQUESTED: Discuss attached items and provide direction to Staff.

ATTACHMENTS:

"A" - Sample Regulations for Maintaining Foreclosed Properties
"B" – Sample Regulations for Maintaining Rental Properties

ATTACHMENT "A"

Chapter 8.60 REGISTRATION AND MAINTENANCE OF FORECLOSED RESIDENTIAL PROPERTY

8.60.010 PURPOSE/SCOPE

It is the purpose and intent of the Susanville City Council, through the adoption of this chapter, to establish a foreclosure of residential property registration program as a mechanism to protect neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned or unoccupied residential properties, including residential properties which are subject to foreclosure proceedings and residential properties which are being held by a beneficiary following the completion of a foreclosure proceeding, pending sale by the beneficiary or pending lease by the beneficiary and occupancy of the unoccupied residential structure.

8.60.020 DEFINITIONS

For the purposes of this chapter, certain words and phrases used in this chapter are defined as follows:

"Abandoned" means any property that is vacant and is under a current notice of default and/or notice of trustee's sale, and/or any property which has been the subject of a foreclosure sale trustee sale or judicially authorized sale where the title was retained by the beneficiary under its deed of trust upon the conclusion of the foreclosure and any property transferred by the trustor under a deed in lieu of foreclosure/sale to either the beneficiary, the trustee or to authorized entity as approved by the beneficiary.

"Accessible property" means a property that is accessible through a compromised/breached gate, fence, wall, etc.

"Accessible structure" means a structure/building that is unsecured and/or breached in such a way as to allow access to the interior space by unauthorized persons.

"Agreement" means any agreement or written instrument which provides that title to residential property shall be transferred or conveyed from one owner to another owner after the sale, trade, transfer or exchange.

"Assignment of rents" means an instrument that transfers the beneficial interest under a deed of trust from one lender/entity to another.

"Beneficiary" means a lender under a promissory note to pay money secured by a deed of trust on property. The word "beneficiary" as used in this Chapter means and includes any assignee or successor to such beneficiary, whether such assignee or successor acquires its interest in the beneficiary's promissory note either before a notice of default is recorded on the property securing the obligation

payable to the beneficiary or after a notice of default is recorded. In the event that a property may provide security for the loan or obligation of more than one beneficiary, the beneficiary who causes its notice of default to be recorded shall be responsible for registering the property as set forth in this Chapter.

"Buyer" means any person, co-partnership, association, corporation, or fiduciary who agrees to transfer anything of value in consideration for property described in an agreement of sale, as defined in this subsection.

"Dangerous structure" means any building which is considered "unsafe" under the criteria of the California Building Code, "dangerous" under the criteria of the Uniform Code for the Abatement of Dangerous Buildings, or "substandard" under the criteria of the Uniform Housing Code and which, in addition thereto, presents an imminent threat of substantial danger to public health, safety and welfare. The term "dangerous structure" also means any other structure, whether man-made or a condition of nature, which presents an imminent threat of substantial danger to public health, safety and welfare. Such threat may be presented by, but is not limited to, situations where a structure, or some part thereof, is likely to collapse onto a public street or sidewalk or where it presents an extreme fire hazard. Any structure falling within the definition of "dangerous structure" is a public nuisance.

"Days" means consecutive calendar days.

"Deed in lieu of foreclosure/sale" means an instrument that transfers ownership of a property from the trustor to the holder of a deed of trust upon consent of the beneficiary of the deed of trust.

"Deed of trust" means an instrument by which title to real estate is transferred to a third party trustee as security for a real estate loan. This definition applies to any and all subsequent deeds of trust, i.e., second trust deed, third trust deed, etc.

"Default" means the failure to fulfill a contractual obligation, monetary or conditional.

"Default inspection" - means a physical inspection of the exterior areas of the property conducted by the beneficiary or its designee following the occurrence of a breach or event of default by the trustor under a deed of trust. When practicable, each default inspection shall be conducted upon prior reasonable notice and consent of the trustor and/or the occupant of the property. In instances when the trustor and/or the occupant cannot reasonably be obtained despite due and diligent inquiry by the beneficiary, or where the trustor or the occupant may expressly refuse to give the beneficiary consent to a default inspection, the beneficiary or its agent shall conduct the default inspection of the exterior areas of the property which may be viewed from the adjacent public right-of-way or from adjacent property on which the owner or occupant of such adjacent property has consented to entry onto such adjacent property by the beneficiary for the purpose of conducting a default inspection of the adjoining property. The beneficiary, or its agent, shall maintain a written record of the time and date of each default inspection and shall identify the individual who conducted the default inspection. The written record of each default inspection shall at a minimum indicate whether, at the time of the default

inspection, the property was: (1) occupied or vacant, and if vacant, set forth facts to support the evidence of vacancy; (2) in compliance with the general maintenance and monitoring standard set forth in Chapter 8.60.40; and (3) if security appliances have been installed on the property by either the trustor, the beneficiary or its agent, or by another entity, the default inspection report shall indicate whether the installed security appliances are intact and in good and serviceable condition. A default inspection report shall contain such other property-specific information as the Building Official may direct in writing to the beneficiary.

"Distressed" - means a property that is under a current notice of default and/or notice of trustee's sale or has been foreclosed upon by the trustee or has been conveyed to the beneficiary/trustee via a deed in lieu of foreclosure/sale.

"Evidence of vacancy" - means any set of facts or conditions that on its own or combined with other facts and conditions present would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to, overgrown and/or dead vegetation, accumulation of newspapers, circulars, flyers and/or mail, past due utility notices and/or disconnected utilities, accumulation of trash, junk and/or debris, the absence of window coverings such as curtains, blinds and/or shutters, the absence of furnishings and/or personal items consistent with residential habitation, statements by neighbors, passersby, delivery agents, government employees that the property is vacant.

"Foreclosure" means the process by which a property, placed as security for a real estate loan, is sold at auction to satisfy the debt if the trustor (borrower) defaults.

"Notice of default" means a recorded notice that states that a default has occurred under a deed of trust and that the beneficiary intends to proceed with a trustee's sale.

"Owner" means any person, co-partnership, association, corporation, or fiduciary having a legal or equitable title or any interest in any real property.

"Owner of record" means the person having recorded title to the property at any given point in time the record is provided by the Lassen County Recorder's Office.

"Property" means any residential, zoned or occupied real property, or portion thereof, situated in the city and includes the buildings or structures located on such property, regardless of condition.

"Residential building" means any improved real property, or portion thereof, situated in the city, designed or permitted to be used for dwelling purposes, and shall include the buildings and structures located on such improved real property. This includes any real property being offered for sale, trade, transfer, or exchange as "residential" whether or not it is legally permitted and/or zoned for such use.

"Securing" means such measures as may be directed by the Building Official or his or her designee that assist in rendering the property inaccessible to unauthorized persons, including but not limited to the

installation or repair of fences and walls, chaining/padlocking of gates, the repair or boarding of door, window and/or other openings. In the case of residential buildings the boarding of doors, windows and/or other openings shall be installed in accordance with the HUD Mortgagee Letter 2008-31, dated October 16, 2008 or such successor written standard as may hereafter be approved from time-to-time by Resolution of the City Council.

"Trustee" means the person, firm or corporation holding a deed of trust on a property.

"Trustor" means a borrower under a deed of trust, who deeds property to a trustee as security for the payment of a debt.

"Vacant" means a building/structure that is not legally occupied.

8.60.030 - REGISTRATION

A. Prior to recording a notice of default on a property located in the City of Susanville which is subject to a deed of trust, the beneficiary, or its trustee, shall conduct a default inspection. Property which is vacant at the time of such default inspection shall be deemed abandoned for the purposes of this chapter.

B. The beneficiary, or its agent shall register the property with the Building Official, including the payment of the required registration fee, on forms provided by the city within ten (10) days from the earlier of the following dates: (i) the date a notice of default is recorded on a property; or (ii) the date of a default inspection which indicates that the property is vacant or abandoned; or (iii) for properties already in foreclosure at the time effective date of this Chapter, upon receipt of a notice to register from the Building Official .

C. In the event that at the time of the initial default inspection, the property is not vacant, the beneficiary or its agent shall conduct subsequent default inspections of the property at least once per month, commencing thirty (30) days after the date of the recordation of the notice of default, until such time as:

1. The trustor cures the breach or event of default under the deed of trust and the notice of default is rescinded by the beneficiary or the trustor; or

2. The property is deemed abandoned, and the beneficiary or its agent, has registered the property as abandoned with the Building Official on forms provided by the city; or

3. The trustor has surrendered the property to the beneficiary as evidenced by either a letter from the trustor addressed to the beneficiary confirming such surrendered, or by the trustor's delivery of the keys to the property to the beneficiary or its agent,

and the beneficiary or its agent has registered the property as abandoned with the Building Official on forms provided by the city; or

4. The beneficiary has obtained possession of the property under Code of Civil Procedure Section 1161 or 1161a or 1161b, as applicable, following the completion of the foreclosure proceeding, and the beneficiary or its agent has registered the property as abandoned with the Building Official on forms provided by the city.

8.60.040 MAINTENANCE REQUIREMENTS; PUBLIC NUISANCE

In general, the maintenance of abandoned or vacant property by the beneficiary shall comply with the standards set forth in HUD Mortgagee Letter 2008-31, dated October 16, 2008, or such other standard as may hereafter be ordered in writing addressed to the beneficiary by the Building Official. Adherence to the maintenance and monitoring standard set forth in this section does not relieve the beneficiary/trustee or property owner of any obligations set forth in any covenants, conditions and restrictions and/or homeowners' association rules and regulations which may apply to the property. A legal owner shall maintain foreclosed residential property as follows:

A. Foreclosed residential property shall be maintained free of weeds, dry brush, dead vegetation, trash, junk, debris and excessive foliage growth that diminishes the value of surrounding properties;

B. Foreclosed residential property shall be maintained free of mosquito larvae from growing in standing water;

C. Foreclosed residential property shall be maintained free of any building materials, any accumulation of newspapers, circulars, flyers, notices (except those required by federal, state, or local law), discarded personal items, including but not limited to furniture, clothing, large and small appliances, printed material or any other items that give appearance that the property is abandoned;

D. Foreclosed residential property shall be maintained free of graffiti, tagging or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.

E. Maintenance of abandoned properties shall include landscape maintenance of visible front and side yards;

F. Pools and spas shall either (1) be kept in working order so the water remains clear and free of pollutants and debris; or (2) drained and kept dry. In either case, properties with pools

and/or spas must comply with the minimum security fencing requirements of the state of California;

G. Pursuant to city's police powers authorized in Article XI, Section 7 of the California Constitution, as well as the city of Susanville's Municipal Code and other provisions of California law, including, but not limited to, California Government Code Section 38771, the City Council hereby declares that violation of the maintenance and security requirements of this Section 8.60.040 shall constitute a public nuisance.

8.60.045 SECURITY REQUIREMENTS

Properties which are abandoned or vacant shall be maintained by the beneficiary in a secure manner so as not to be accessible to unauthorized persons. In general, the security of abandoned or vacant property by the beneficiary shall comply with the standards set forth in the HUD Mortgagee Letter 2008-31, dated October 16, 2008, or such other standard as may hereafter be ordered in writing addressed to the beneficiary by the Building Official.

If the property is owned by a corporation and/or out-of-area beneficiary/trustee/owner, a local property management company shall be contracted to perform weekly inspections to verify that the requirements of this section, and any other applicable law, are being satisfied.

The name and address of the beneficiary shall be provided to the City of Susan Building Official and shall include a twenty-four (24) hour contact phone number of the local property management company.

The local property management company shall make available to the city upon request written confirmation that the property has been inspected not less frequently than once per week to confirm that the property is in compliance with the requirements of this chapter.

8.60.050 ADMINISTRATIVE MEMORANDUM WITH A BENEFICIARY

Upon prior written application in a form approved by the City Administrator, a beneficiary or a trustee or agent on behalf of one or more beneficiaries, may enter into a memorandum of agreement with the city for administration of the provisions of this Chapter as applied to one or more properties which are either owned by such beneficiary (or represented group of such beneficiaries) or for which the beneficiary has caused to be recorded a notice of default. Such a memorandum shall have a duration of not more than twelve (12) months, unless renewed or extended by the beneficiary and the city and shall contain other provisions reasonably acceptable to the City Administrator. Each such memorandum of agreement shall reference this Section, and shall be subject to the approval by the City Council in the sole and absolute discretion of the City Council.

8.60.055 NOTICE BY BENEFICIARY TO CITY OF DISPOSITION OF REGISTERED PROPERTY

A. Within ten (10) days following the release of a notice of default and the reinstatement of the loan of the trustor, the beneficiary or its agent shall give the city written notice of such release and reinstatement.

B. Within ten (10) days following the sale, transfer or other conveyance to a third person of a property registered with the city under this Chapter the beneficiary or its agent, shall give the city written notice of such sale, transfer or other conveyance together with current contact information for such bona fide purchaser/successor-in-interest to the beneficiary in such property.

8.60.060 RE-REGISTRATION OF PROPERTY SUBJECT TO THIS CHAPTER

A. The beneficiary or its agent shall annually renew a registration of each property which the beneficiary has previously registered with the city under this Chapter, and in which such beneficiary retains either an equitable or legal interest as of the first anniversary of the registration of such property with the city when said property is or remains vacant or abandoned. The beneficiary or its agent shall re-register the property on forms provided by the city.

B. The provisions of this Section, shall apply to each property for which a notice of default was recorded on or after January 1, 2009.

8.60.065 ADDITIONAL AUTHORITY

In addition to the enforcement remedies established in Chapters 8.32 and 8.36 of this code, the Building Official or his or her designee shall have the authority to require the beneficiary/trustee/owner and/or owner of record of any property subject to this chapter to implement additional maintenance and/or security measures including but not limited to securing any/all door, window or other openings, installing additional security lighting, increasing on-site inspection frequency, employment of an on-site security guard or other measures as may be reasonably required to abate and correct the decline of the property.

8.60.070 FEES

Fees and charges for registration of a property for which a notice of default has been recorded shall initially be $175.00 with an annual re-registration fee for any property which is vacant or abandoned of $175.00.

The fees for the City administration of the provisions of this Chapter pursuant to an MOU as provides in 8.60.050 shall be set by resolution of the City Council.

8.60.075 ENFORCEMENT

A violation of this chapter may be enforced by any means authorized by Chapters 8.32 and/or 8.36 of this code.

8.60.080 FINE FOR FAILURE TO TIMELY REGISTER A PROPERTY

A. The city may impose a fine on a beneficiary for its failure to timely register a property with the city under this Chapter in the following amounts:

1.Two hundred fifty dollars ($250.00) for the first violation in the twelve (12) months preceding the date of such violation;

2.Five hundred dollars ($500.00) for the second violation in the twelve (12) months preceding the date of such violation;

3.One thousand dollars ($1,000.00) for the third and each subsequent violation in the twelve (12) months preceding the date of such violation.

B. The special fine amount provisions of this Section shall be applicable to citations issued on or after July XX, 2013, by the city under Chapter 8.32 and/or 8.36 of the Code to a beneficiary for a violation of this Chapter.

8.60.085 SPECIAL PROVISIONS WHERE PROPERTY IS ENCUMBERED WITH SECURITY INTERESTS OF MULTIPLE BENEFICIARIES

A. In the event that a property is encumbered by the security interests of more than one beneficiary at the time when a notice of default is recorded, the beneficiary who causes a notice of default for its security interest to be recorded shall be responsible for registering the property with the city as provided in Section 8.60.030 and 8.60.060

B. Upon the recordation of a notice of default on a property by any beneficiary, regardless of the security lien interest priority of such beneficiary in the property in relation to the priority of the security interests of the other beneficiaries in the same property, the city, in its discretion may elect to enforce the provisions of this Chapter against one or more beneficiaries who have not separately recorded a notice of default against the property.

8.60.090 - APPEALS.

Any person aggrieved by any of the requirements of this chapter, or by an order of the Building Official, may appeal such matter to the city as provided in Chapter of this code.

8.60.095 – VIOLATION/PENALTY

Violations of this chapter shall be treated as a strict liability offense regardless of intent. Any person, firm and/or corporation that violates any portion of this chapter shall be subject to prosecution under Chapter 1.08 and/or administrative enforcement under Chapter 8.32 and 8.36.

8.60.100 - SEVERABILITY

If any provision, section, paragraph, sentence or word of this chapter is determined or declared invalid by any final court action in a court of competent jurisdiction or if the application of any provision, section, paragraph, sentence or word of this chapter is inapplicable to a specific situation by reason of any preemptive state or federal legislation or regulation, the remaining provisions, sections, paragraphs, sentences or words of this chapter shall remain in full force and effect.

SAMPLE

ATTACHMENT "B"

Chapter 8.50 RENTAL PROPERTY MAINTENANCE

8.50.10 RENTAL PROPERTY MAINTENANCE, GENERAL INTENT

A. This section shall be known as the Rental Property Maintenance Code of the City of Susanville, herein referred to as the "Rental Code."

B. Purpose. The purpose of this Rental Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the use and occupancy, location, and maintenance of all rental residential structures within the City of Susanville. This Rental Code establishes minimum standards for basic equipment and facilities, for light, ventilation and heating; for safety from fire; for the use and amount of space for human occupancy; and for the safe and sanitary maintenance of residential rental properties.

C. Scope. The provisions of this Rental Code shall apply to all existing residential buildings, and structures, excluding manufactured homes, and all existing premises, or portions thereof used, designed, or intended to be used for dwelling purposes on a rental basis as well as the site, including parking lots, driveways and landscaping, and accessory structures, such as fences, retaining walls, sheds, and other such structures. Rooming houses, congregate residences or lodging houses shall comply with all the requirements of this Rental Code. Except as provided herein, properties, including buildings, or portions thereof, equipment, devices and safeguards, which were required by the building code shall be maintained in conformance with the building code under which they were installed, provided such continued use is not dangerous to health, life, or safety. Where there are conflicts between the building code and this Rental Code, the provisions of this Rental Code shall apply.

D. Non-Conforming Rights. Except for smoke detectors and carbon monoxide alarms as required by Sections 8.50.050 B. and 8.50.050 C., of this Rental Code, existing residential rental units that were constructed and approved under a previous edition of the building code shall be considered as demonstrating compliance with the construction provisions of this Rental Code, provided that the approved construction is not dangerous to life or health. Nothing in this Rental Code shall be construed to allow the degradation of those systems, devices and equipment required by the building code under which the building was constructed.

8.50.020 MINIMUM STANDARDS

No person shall lease to another for occupancy any structure that does not comply with the requirements of this Rental Code. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of compliance as required herein.

8.50.030 DEFINITIONS

The following words, terms and phrases, when used in this Rental Code, shall have the following meanings unless the context clearly indicates otherwise

"Agent" shall mean a manager or operator, or any person, agent, firm or corporation who is designated in writing by the owner to act as the representative of the owner on issues related to a rental property or rental dwelling or for receipt of notices related to a rental property or rental dwelling.

"Bedroom" shall mean any room or space used or intended to be used for sleeping purposes.

"Building" shall mean any structure used or intended for supporting or sheltering any use or occupancy.

"Building code" shall mean any of the codes currently adopted by the City as part of Chapter 15 of the city of Susanville Municipal Code.

"Common authority" shall mean the status of having joint access or control over a leased premise for most purposes.

"Floor area" shall mean the area included within the surrounding exterior walls of a building or portion thereof, exclusive of vent shafts and courts. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the useable area under the horizontal projection of the roof or floor above.

"Habitable space" shall mean the space in a building for living, sleeping, eating or cooking. Bathrooms, toilet compartments, closets, halls, storage or utility spaces, and similar areas are not considered habitable space.

"Imminent danger" shall mean a condition that could cause serious or life-threatening injury or death at any time.

"Income restricted property" shall mean a unit of rental property over which the owner, whether a non-profit or a for-profit entity, lacks the sole discretion to increase rent due to state or federal law. By way of example, and not limitation, units within a Section 8 housing project, as defined by 42 U.S.C. § 1437f., as amended, as well as properties for which the owner takes an income tax credit pursuant to Sections 38 and 42 of the Internal Revenue Code Title 26, U.S.C.., as amended, qualify as income restricted properties. However, units not within a Section 8 housing project that are rented with tenant-based Section 8 vouchers, pursuant to 42 U.S.C. § 1437f., as amended, do not qualify as income restricted properties.

"Infestation" shall mean the presence within or around a structure of insects, rodents, vermin or other pests of such kind, or in such numbers, as to cause a hazard to health.

"Lease" shall mean

a. an agreement by which an owner gives up to a tenant, for valuable consideration, possession and use of his property or a portion thereof for a definite term, at the end of which term the owner has an absolute right to retake control and use of the property; or

b. the act of an owner giving to a tenant, for valuable consideration, possession and use of his property or a portion thereof for a definite term, at the end of which term the owner has an absolute right to retake control and use of the property.

"Occupancy" shall mean the purpose for which a building or portion thereof is utilized or occupied.

"Owner" shall mean any person, agent, firm or corporation, or a designated representative of the same, having a legal or equitable interest in a rental dwelling or a rental property; or otherwise having control of such property, including the guardian of an estate and an executor or administrator of an estate when ordered to take possession of real property by a court.

"Person" shall mean any individual, partnership, corporation, association, or other type of entity capable of owning or managing property, or an agent, servant, or employee of any individual, partnership, corporation, association, or other entity capable of owning or managing property.

"Premises" shall mean a lot, plot or parcel of land including any buildings thereon.

"Property" shall mean one lot or adjacent lots under common ownership.

"Rental dwelling" shall mean any building or buildings, or portion thereof, on a property under common ownership consisting of no more than three units that provides shelter for human habitation or residential purpose, any portion of which is leased by the owner for occupation by a tenant. "Rental dwelling" shall not mean hotels, motels, hospitals, State licensed residential care facilities, assisted living facilities or nursing homes.

"Rental property" shall mean any building or buildings, or portion thereof, on one property under common ownership consisting of one or more dwelling units that provides shelter for human habitation or residential purposes, any portion of which is leased by the owner for occupation by a tenant. "Rental property" shall not mean hotels; motels; hospitals; State licensed residential care facilities, assisted living facilities, or nursing homes.

"Structure" shall mean that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

"Tenant" shall mean a person, corporation, partnership or group, whether or not the legal owner of record, occupying a building or portion thereof.

"Unit" shall mean a rental property or a rental dwelling, in whole or in part, that is separately available to be leased and that contains living facilities, including provisions for sleeping, eating, cooking, and sanitation, as required by the building code.

8.50.040 SPACE AND OCCUPANCY STANDARDS

A. Improper Occupancy. Buildings or structures shall not be used for purposes other than those for which the building or structure was designed or intended or in violation of any other provisions of the Susanville Municipal Code or Ordinances.

B. Room Dimensions.

1. Ceiling Heights. Habitable rooms in units shall have a ceiling height of not less than seven (7) feet. In rooms with sloped ceilings, the required ceiling height shall be provided in at least 50% of the room. No portion of any room with a ceiling height of less than 5 feet shall be considered as contributing to the minimum floor area as required in subsection 2 below.

2. Floor Area.

Every unit shall contain at least one hundred fifty (150) square feet of habitable floor space for the first occupant and an additional one hundred (100) square feet of floor space for each additional occupant. Every room used for sleeping purposes shall have at least seventy (70) square feet of floor space for the first occupant and an additional thirty 30. square feet of floor space for each additional occupant. The Building Official may waive or modify the above-stated minimums in appropriate circumstances such as the birth or adoption of additional children, a temporary need for medical care for a family member, or care of children by a non-custodial parent.

3. Width. No room used for living or sleeping purposes shall be less than 7 feet in any dimension. Each toilet shall be installed in a clear space of at least 27 inches in width.

C. Light and Ventilation.

For the purpose of determining light or ventilation required by this Section, any room may be considered as a portion of an adjoining room if one half of the common wall is open and unobstructed and provides an opening of at least 10% of the floor area of the interior room.

1. Light. Every habitable room within a unit shall be provided with windows or skylights with an area of at least 10% of the floor area. All public hallways, stairways and other exit ways shall be illuminated at all times with not less than 5 foot-candles at the floor level.

2. Ventilation.

a. Habitable rooms within a unit shall be provided with natural ventilation by means of at least one openable exterior window or skylight with an area of not less than 1/20 of the floor area with a minimum of 5 square feet.

In lieu of required exterior openings for natural ventilation, an approved mechanical ventilation system may be provided. Such system shall be capable of providing two air changes per hour in all habitable rooms and public hallways. In such case, one fifth of the required air supply shall be taken from the outside.

b. Bathrooms, water closet compartments and similar spaces shall be provided with natural ventilation by means of openable exterior openings with an area not less than 1/20 of the floor area of such rooms with a minimum of 1 1/2 square feet.

In lieu of required exterior openings for natural ventilation in bathrooms containing a bathtub or shower and similar rooms, mechanical ventilation system connected directly to the exterior capable of providing five air changes per hour shall be provided. The point of discharge of exhaust containing only a toilet or lavatory or combination thereof, and similar rooms may be ventilated with an approved mechanical re-circulating fan or similar device designed to remove odors from the air.

D. Sanitation.

1. Units. Every unit shall be provided with a toilet, lavatory, and either a bathtub or shower. These facilities shall be located within the same building as the occupants and occupants shall not be required to go outside the building or through another dwelling unit to reach the facilities.

2. Fixtures. All plumbing fixtures and piping shall be maintained as provided in the building code. Each bathroom and kitchen sink, shower and bathtub shall be provided with hot and cold running water necessary for its normal operation and be properly connected to an approved water and sewer system. Plumbing system waste piping shall be maintained free of all sewage obstructions and leaks. Potable water piping shall be free of leaks that cause a consistent flow of water. All plumbing fixtures shall be of smooth, impervious, easily cleanable surfaces and be maintained in safe and sanitary working condition, free of cracks, breaks, rust and leaks. All plumbing fixtures shall be of an approved glazed earthenware type or similar nonabsorbent material. All plumbing fixtures shall be adequately secured so that no strain is placed on the piping connections.

3. Lavatory Basins. Every room containing a toilet shall have a lavatory basin located in the same room or in the room immediately adjacent to the room containing the toilet. Laundry tubs, kitchen sinks, or bathtubs are not acceptable substitutes for lavatory basin purposes.

4. Room Separation. Every room containing a toilet, bathtub or shower shall be completely enclosed by partitions, doors, or windows from floor to ceiling and wall to wall which will afford privacy to the occupant.

5. Bathtub and Shower Enclosures. The interior of every shower enclosure shall be watertight, maintained in sound condition, and be easily cleanable. Walls and floors of every shower enclosure shall be made of smooth, non-absorbent materials free of sharp edges and properly sloped to drain completely. Joints in any bathtub or shower enclosure shall be maintained waterproof with caulking or similar material. Repairs shall be required if more than two square feet of the enclosure wall or floor is no longer waterproof or more than two linear feet of caulking has failed or if the leak is causing an unsafe electrical condition.

6. Kitchen Sink. Every unit shall contain a kitchen sink of seamless construction and impervious to water and grease. Where garbage disposals are provided, they shall be in working order, free of leaks, installed per manufacturer installation instructions and powered by a UL listed power cord.

7. Openings for Piping. All exterior openings into the interior of the building, including those in a crawl space, provided for the passage of piping shall be properly sealed with snug fitting collars of metal or other material so as to be rodent and insect resistant and securely fastened in place.

8. Environmental Health. All surfaces in and around the dwelling unit shall be maintained free of mold and mildew.

E. Structural Requirements.

1. General. Roofs, floors, walls, foundations, ceilings, stairs, handrails, guardrails, doors, porches, all other structural components, and all appurtenances thereto shall be capable of resisting any and all forces and loads to which they may be normally subjected, and shall be kept in sound condition and in good repair.

2. Foundations. Every foundation shall be maintained plumb and free of open cracks and breaks, kept in sound condition and good repair, and shall be weather-tight and water-tight.

3. Weather Protection. Every foundation, floor, roof, ceiling, and exterior and interior wall and all exterior doors and windows shall be weather-tight and water-tight and maintained free of holes, cracks or other defects that admit rain so as to provide shelter for the occupants against the elements and to otherwise exclude dampness. Windows that are designed to open vertically shall be capable of remaining open without the use of tools, props or special knowledge.

4. Interior Maintenance. Floors, walls doors and ceilings shall be secure and free of holes, cracks, and breaks. Floor coverings shall be free from any defects that could cause tripping or would prevent the floor from being easily cleaned. Floor coverings such as carpeting, tile, linoleum, and similar material shall be repaired or replaced when more than 10% of the floor covering area is severely deteriorated or if defects create an unsafe or unsanitary condition. Floor coverings that have tears in excess of six inches that are raised above the floor surface to present a tripping hazard shall be repaired.

5. Drainage. All rain water shall be so drained and conveyed away from every roof and away from every foundation so as to not cause dampness in basements or in walls, ceilings or floors of any building, or erosion of exterior surfaces. Water shall not be discharged in a manner that adversely affects the safety of the general public.

F. Mechanical Requirements.

1. Heating.

a. Every unit shall be provided with heating facilities capable of maintaining a minimum room temperature of 65° F at a point 3 feet (3') above the floor near the center of the room in all habitable

rooms, bathrooms, and water closet compartments. Units shall be supplied with heat during the period of October through April. Electric heating appliances that are not permanently installed, cooking appliances of any type, or decorative appliances shall not be considered heating facilities for the purpose of providing heat as required by this Section. Unvented fuel-burning heaters are not permitted except as may permitted and approved by the Building Division.

b. All heating devices or appliances shall be of an approved type and installed as required in the building code and maintained in safe working condition. Required clearances to protected or unprotected combustible materials shall be maintained for heating equipment as well as sufficient clearance to permit the cleaning, maintenance, service and repair of the appliance. Required clearances are those listed on the equipment or otherwise required by the building code. Venting systems for gas-fired appliances and solid fuel burning appliances shall be maintained in accordance with the building code.

c. Except within an efficiency dwelling unit, gas-fired water heaters shall not be installed in any sleeping area. Water heating equipment serving any dwelling unit shall be capable of providing water at a temperature of at least 120 degrees F° at the fixture outlet and a recovery capacity of at least twenty gallons per hour for each dwelling unit. Water heaters shall be provided with an approved temperature and pressure relief valve and drain extension that terminates at an approved location.

d. Closets containing heating equipment shall be kept free of stored items, combustibles, flammables or accelerants.

2. Electrical.

a. All electrical equipment, wiring and appliances shall be installed and maintained in a safe manner in accordance with the building code. All electrical equipment shall be permanently installed and be an integral part of the electrical wiring of the entire building. Electrical appliance or fixture cords shall be protected with proper coverings having no frayed or exposed wiring.

b. Every habitable room, bathroom, kitchen, laundry room and public hallway shall have at least two convenience outlets or one convenience outlet and one electric light fixture. Every water closet compartment, furnace room and public stairway shall contain at least one electric light fixture. Electrical light fixtures should house only those bulbs approved by the manufacturer. Wattage of bulbs shall not exceed the manufacturer's maximum wattage recommendations for the fixture. Exterior fixtures shall be free of missing or broken globes that may leave the bulb exposed to the elements.

c. Breaker panels shall be readily accessible, shall not be blocked or covered by storage or decoration, and shall not be painted shut. There shall be no unapproved openings within any electrical enclosure.

3. Extension Cords. Extension cords shall not be used as permanent electrical wiring or required electrical outlets. No extension cords shall extend or pass from one room to another room. No

extension cord shall be placed across any doorway, through any wall or partition, or in an area where such cord is subject to physical damage.

G. Exits.

1. General. All buildings or structures shall be provided with exits, including stairways, handrails, and guardrails, and have access to the public way as required by the building code. All doors, windows, corridors, stairways, fire escapes or other means of egress shall be maintained free of stored or discarded materials or other obstructions or locks as to prevent or impede egress from the building or structure.

H. Appliances. Appliances whether supplied by the owner or tenant, shall be maintained in good working condition, free of leaks or other defects so as not to cause any unsafe or unsanitary condition.

8.50.050 FIRE PROTECTION

A. General. Required fire rated assemblies shall be maintained as specified in the building code and the fire code adopted in Chapter 15 of the Susanville Municipal Code. Such assemblies shall be properly repaired, restored, or replaced when damaged, altered, breached, penetrated, removed or improperly installed. Fire protection equipment, including but not limited to extinguishing systems, fire alarm systems, smoke detectors, and fire extinguishers, shall be maintained in good and safe working condition as required by the Fire Department.

B. Smoke Detectors. Smoke detectors shall be installed in all units as required by the building codes.

C. Carbon Monoxide Alarms. Any unit that includes fuel-fired appliances or an attached garage in which interior alterations, repairs, fuel-fired appliance replacement or additions, any of which requires a building permit to be issued, have been made, or any unit that has a change in tenant or occupancy, shall have carbon monoxide alarms installed as required by the building code.

D. Open Flame Cooking Devices. Open flame cooking devices shall be regulated as required by the provisions of the building code and the fire code adopted in Title XI, Chapter 10, of the Susanville Municipal Code.

8.50.060 EXTERIOR MAINTENANCE AND ACCESSORIES

A. Weather protection. Buildings, or portions thereof, shall have exterior walls that are weather-tight and water-tight, and kept free of deterioration, holes, breaks, or loose boards or coverings. Roof surfaces shall be water-tight and not have any defects that that will allow water to enter into the structure.

B. Exterior maintenance.

1. The exterior finish of all structures shall be maintained. If the exterior finish of a structure is paint or stain, the structure shall be painted or stained prior to a time when the exterior finish has

substantially deteriorated. Graffiti shall be removed in accordance with Chapter 12.24 of the Susanville Municipal Code.

2. All architectural projections such as cornices, moldings, lintels, sills and similar projections shall be maintained in good repair and free of defects.

3. All chimneys, antennae including satellite dishes., vents, gutters and downspouts and similar projections or building accessories shall be structurally sound and in good repair. Such projections shall be properly secured, when applicable, to an exterior wall or roof.

C. Windows and doors. Windows and exterior glazing shall be soundly and adequately glazed, free from loose and broken glass and cracks that could cause physical injury or allow the elements to enter the structure. Windows and doors are to be maintained so that they can be secured in a closed position. Exterior doors shall be maintained weather-tight, water-tight and rodent-proof. Exterior doors of unit shall be solid core or equivalent and be provided with a deadbolt locking device that tightly secures the door. Where window mounted cooling appliances are utilized, the opening around the appliance must be sealed with materials resistant to weather.

D. Screens. Screens shall be provided, year round, for all operable windows. All screens, including screen doors if provided, shall be maintained in good repair and free from tears, holes, or other imperfections of either screen or frame that would admit insects such as flies, flying insects or mosquitoes. Screens with holes one square inch or larger or with tears in excess of two inches shall be repaired or replaced. Screens shall not be damaged or warped, shall fit tight in the framework of the window, and be removable for cleaning and maintenance purposes.

E. Infestation. All structures and exterior property shall be maintained free of rodent, insects, parasites or vermin infestation which creates an unsafe or unsanitary environment on the subject, or adjacent buildings or properties. All structures and exterior property shall be maintained free of conditions which may cause an unsafe or unsanitary environment.

F. Addresses. Address numbers a minimum of 4" in height shall be provided on every occupied building or structure located so as to be visible from the street. Individual units within a building or structure shall be individually identified. Address numbers shall be of a contrasting color to their background for easy visibility. All new construction shall meet the addressing requirements of Chapter 15.20.10 C.

G. Accessory Structures. All accessory structures shall be maintained in a state of good repair or removed from the site. Such structures shall include, but not be limited to, clubhouses, offices, maintenance buildings, carports, retaining walls, fences, garages, and miscellaneous sheds or structures. These structures should be constructed of materials consistent for the use of the structure and not constructed in a makeshift of haphazard manner.

8.50.070 SITE MAINTENANCE

A. General. The accumulation of weeds, vegetation, junk including, but not be limited to, abandoned, unused or nonoperational appliances, equipment, vehicles, machinery, or household furnishings., dead organic matter, debris, garbage, stagnant water, combustible materials or similar materials or conditions shall not be allowed to accumulate or persist on any parcel subject to the provision of this Chapter and shall be deemed a public nuisance and subject to the provisions of Chapter 8.28, 8.32 and 8.36 of the Susanville Municipal Code and to abatement provisions therein.

B. Parking Areas. All required off street parking and access drives shall be improved with asphalt pavement or an equivalent approved surface as determined by the City. Parking areas shall be kept free from potholes, cracks or other deterioration. No dirt, grass or sod parking areas are allowed. All striping and signage, including parking signage and fire lane or access signage shall be maintained in good condition and clearly legible.

C. Landscaping.

1. Apartment/ multi-family complexes with common landscaping area - All landscape areas, improvements and materials shall comply with the landscaping plan approved at the time the development plan was approved. If no such landscaping plan was required then the existing landscaped areas and the effective date of this ordinance shall be maintained. All landscaped areas shall be maintained free of overgrown vegetation including but not limited to grasses, shrubs, and weeds and shall be kept free of dead, dying or decaying organic material including trees, shrubs, weeds. All dead or severely damaged plants and plant materials shall be replaced with healthy plant materials as soon as the weather permits. All turf areas shall be maintained so that no turf area exceeds six (6) inches in height. Weeds shall not exceed twelve (12) inches in height. Landscape areas may not include dirt, weeds, artificial turf or paving and drive improvements.

2. Single family dwelling, manufactured dwelling, and mobile homes on individual parcels - Yards shall be maintained free of overgrown vegetation including but not limited to grasses, shrubs, and weeds and shall be kept free of dead, dying or decaying organic material including trees, shrubs, weeds .

C. Trash.

1. Apartment complexes and multi-family structures with common trash pick-up - Trash enclosures shall be installed and maintained as required by the Susanville Municipal Code. All trash shall be kept inside the enclosure. Oversized trash that will not fit within the trash enclosure shall be removed from the property.

2. Single family dwelling, manufactured dwelling, and mobile homes - Trash receptacles shall be removed from the front yard within 24 hours from the time of trash pick-up and shall be stored out of the public view.

D. Properties not in compliance with the requirements of this Section shall become compliant by January 1, 2016. Properties determined not to be in compliance based on inspection or review of the

site plan shall have, before January 1, 2015, submitted to the City a plan for property improvements detailing how the property will be timely brought into compliance.

8.50.080 VACANT OR ABANDONED BUILDINGS

A. Vacant or abandoned buildings shall be secured to prevent unauthorized entry.

B. Exterior building maintenance and site maintenance of abandoned or vacant buildings shall be the same as required for occupied buildings.

C. Vacant or abandoned buildings and properties shall be maintained free of accumulations of combustible or hazardous material.

D. Vacant or abandoned properties on which a Notice of Default has been field are subject to the provisions of Chapter 8.60 of this code.

8.50.090 LICENSE REQUIRED; RENTAL DWELLINGS Prior to leasing any rental dwelling for occupancy, an owner shall obtain and maintain in good standing a rental dwelling license with the City in the amount of $25 per year for each rental unit or dwelling. The registration requirement and payment of the fee shall become effective January 1, 2014. The license shall be paid before January 31 of each year. Licenses not paid on or before January 31 shall be subject to a $25 penalty in addition to the regular license fee. The fee amount may be amended by subsequent resolution of City Council.

8.50.100 INSPECTIONS

A. General.

1. The City Administrator, acting by and through the Building Division, shall establish a regular and orderly schedule to inspect all rental property within the City. Such schedule shall not preclude inspection of a rental property at other times based on a request of a resident, owner or manager, or other complainant.

2. Rental dwellings may also be inspected by the City on a complaint basis or as conditions warrant regardless of the current inspection schedule for the property.

3. Any violations shall be documented and a photographic record may be made of the property or of any violations discovered on the property.

B. Right of Entry.

1. When necessary to make an inspection for compliance with the provisions of this Rental Code as part of scheduled inspections, or when the City has probable cause to believe that there exists upon any premises any condition that constitutes a violation of the provisions of this Rental Code, the City Administrator or authorized representative, hereinafter referred to as the "Inspector," may enter a premise at all reasonable times to inspect or to perform any duty imposed on him, provided that the following procedure has been followed

a. If a premise is currently leased, the Inspector shall first present proper credentials and request permission to enter from a tenant or other person having common authority over the premise. If the leased premise is currently unoccupied, the Inspector shall make a reasonable effort to locate the tenant, and upon locating the tenant, shall present proper credentials and request permission to enter. If a tenant or other person having common authority over the premise cannot be located after a reasonable effort, a notice of intent to inspect shall be posted on the premises giving notice that an inspection may proceed after a court order is obtained from a superior court judge for Lassen County.

b. If a premise is not currently leased, the Inspector shall present proper credentials and request permission to enter from the owner or agent. If the owner or agent cannot be located after a reasonable effort, a notice of intent to inspect shall be posted on the premises giving notice that an inspection may proceed upon issuance of a court order by a superior court judge for Lassen County.

2. If entry is refused, or twenty-four (24) hours after the premises have been posted, the Inspector may appear before the superior court Judge and shall request pursuant to XXXX a court order entitling the Inspector to enter upon the premises. Upon presentation of the court order and proper credentials, or possession of same in the case of unoccupied premises, the Inspector may enter upon the premises, using such reasonable force as may be necessary to gain entry.

3. For purposes of this Section, "probable cause" for a court order exists upon a showing that the inspection is part of the systematic schedule of inspections that is a condition of licensing the rental property and that the tenant or other person having common authority over the premise has failed or refused to grant entry to the Inspector or upon a showing that the facts and circumstances within the Inspector's knowledge are sufficient to warrant a person of reasonable caution in the belief that a violation of this Rental Code may exist. The Inspector shall not be required to demonstrate specific knowledge of the condition of the particular premises in issue in order to obtain a court order.

C. Unlawful Resistance. It shall be unlawful for any owner, tenant, or person having common authority of a rental property or rental dwelling to deny entry of an Inspector acting pursuant to a court order that has been issued according to the procedure outlined in this Section.

8.50.120 INSPECTION PROCEDURES

A. Authority. The City Administrator, acting by and through the Building Division, may inspect rental properties and rental dwellings, individual units thereof, and their associated properties, in order to determine compliance with the provisions of this Rental Code.

B. Scheduled Inspections of Rental Properties.

1. The frequency of inspections on rental properties shall be as follows

a. Properties less than six (6) years old shall not be scheduled for inspection.

b. Properties between six (6) and twenty (20) years old shall be inspected every four (4) years.

c. Properties older that twenty (20) years shall be inspected every two (2) years with the period being extended to four (4) years after two consecutive passing inspections.

2. Inspections may be increased in frequency upon a determination that violations of this Rental Code, revealed during an inspection, individually or in combination, demonstrate a failure to maintain the rental property in a decent, safe, and sanitary condition.

3. Inspections may be decreased in frequency based on satisfactory results of the latest inspection of the entire rental property; however, a modification of the scheduled inspection schedule shall not be extended more than two (2) additional years for any property and no inspection schedule shall exceed six (6) years between inspections.

4. Any rental property may be inspected at any time due to complaints or as conditions warrant.

C. Notification prior to Inspections. It shall be the responsibility of the owner or agent to notify the individual tenants of the property of the scheduled inspection and to request that permission for the City to enter the premises be granted at the time of the inspection, by a tenant or person with common authority over the premise, either in person or in writing. Without such express permission to enter a unit scheduled for inspection, the City shall not proceed to inspect and shall instead obtain a court order according to the process outlined in Section 8.50.110 B. In addition to the right of entry process set forth in Section 8.50.110 B. above, regular inspections may be preceded by the following notice

1. A letter of intent to inspect a property based on the systematic inspection schedule mailed to the owner or agent of the property stating the proposed date and time of the inspection and given a minimum of thirty (30) days before inspection.

2. Notice to the owner or agent at least seven (7) days in advance of the scheduled inspection to verify the time and date.

3. If it is necessary for the City to cancel a scheduled inspection, it may send a cancellation notice to the owner or agent of the effected property at least three (3) days prior to the scheduled inspection date.

8.50.130 NOTICE OF NON-COMPLIANCE; INSPECTION REPORT

A. When the City determines that non-compliance with this Rental Code exists, a notice of non-compliance and order to correct shall be issued. The notice of non-compliance shall be in writing and shall describe the violation with sufficient detail for it to be properly addressed and corrected. The notice of non-compliance shall provide a reasonable time for correction, no less than seven (7); and no more than ninety (90) days unless weather conditions prevent the work from being properly completed.

B. Inspection Report. A report of inspection results, including notice of non-compliance, if any, shall be sent to the property owner or agent within ten (10) days of completion of an inspection.

1. The inspection report shall include the results of the inspection, the period of time for correction of any non-compliant conditions, and the scheduled re-inspection date and time.

2. An inspection report containing only satisfactory results with no notice of non-compliance need not be personally served and may be mailed to the owner or agent at the address currently on file with the City as part of the licensing of the property pursuant to this chapter.

C. Any notice of non-compliance and order to correct and any inspection report containing a notice of non-compliance and order to correct shall be served by one of the following methods

1. Personally upon the owner or agent, in which case service shall be deemed complete on the date such service occurs.

2. Notice posted on the premises and mailed to the owner or agent at the address currently on file with the City as part of the licensing of the property. Service by this method shall be deemed complete three days after mailing and posting, even if no acknowledgment of receipt is provided.

D. Re-inspections. Re-inspections may be conducted to verify that the violations identified in a notice of non-compliance have been corrected. Violations that were not noted during the initial inspection but are discovered on the re-inspection shall not be subject to correction as part of the initial notice of non-compliance, but may result in the issuance of an additional notice of non-compliance. Imminent hazards identified on a re-inspection shall be subject to the provisions of Section 8.50.180.

E. Owner Certification for Corrections. The City may accept written affirmation from the owner or agent confirming correction of any or all violations documented in the formal notice of non-compliance.

F. Re-inspection Fees. A re-inspection fee may be assessed for each follow-up inspection required after the initial re-inspection due to an owner's failure to correct satisfactorily the identified violations. For each follow-up inspection required after the initial re-inspection a re-inspection fee of $ 50.00 per unit and common area may be assessed, which fee amount may be amended by subsequent resolution of City Council. Re-inspection fees not paid in full within thirty 30. days of assessment shall constitute a lien on the property and shall be recorded as such with the County Clerk.

G. Extensions. If an owner cannot complete the required corrective action in the time set forth in the notice of non-compliance, the owner or agent may request an extension to the completion date, which may be granted upon a determination that substantial progress is being made to correct the violations. Such request shall be made in writing and shall contain the reasons that an extension is necessary and the requested length of extension. A request for extension shall be made no less than three (3) days prior to a scheduled re-inspection or the required completion date, whichever is earlier.

H. No Show Fees. If an owner or agent fails to attend an inspection or re-inspection, fails to request a timely extension, or fails to provide notice to tenants of the City's request for permission to enter, a no-show fee of $ 50.00 per missed appointment may be assessed. The fee amount may be amended by subsequent resolution of City Council.

8.50.140 UNLAWFUL CONDUCT; PUBLIC NUISANCE

A. It shall be unlawful for any owner or agent to lease or to allow the use, maintenance, or occupancy of any residential dwelling or residential property that does not comply with the requirements of this Rental Code.

B. Securing Structures. Any residential dwelling or residential property that is abandoned or uninhabited and is dilapidated, deteriorated or has become a place frequented by trespassers or transients or has otherwise been declared as a hazard shall be deemed a public nuisance.

C. The City Administrator or authorized representative is hereby deemed a peace officer for the limited purpose of enforcing the provisions of this Rental Code, and shall have the power to issue complaints and summons for violations of these provisions, pursuant to Section 8.32 and 8.36 and/or 1.12.010 of the Susanville Municipal Code.

D. Any person found guilty of violating any of the provisions of this Rental Code shall, upon finding that a violation exists be subject to administrative fines pursuant to the provisions of 8.32 or 8.36 of the Susanville Municipal Code. Each day that a violation of any of the provisions of this Rental Code continues to exist shall be deemed to be a separate and distinct violation.

E. A violation of any of the provisions of this Rental Code is hereby declared to be a public nuisance, and may be abated according to the procedures established in Chapter 8.32 of the Susanville Municipal Code for the abatement of nuisances.

F. In addition to all other penalties available, a violation of the provisions of this Rental Code may result in an action to revoke or suspend a rental property license until all violations have been remedied.

8.50.150 ENFORCEMENT

If, after notice and order to correct, an owner, fails to timely correct the violation and fails to timely appeal the notice and order, the enforcement procedure in Chapters 8.32 and 8.36 shall be followed.

8.50.160 APPEAL

A. An owner may appeal a notice of non-compliance and order to correct to the City of Susanville Planning Commission. Any such appeal shall be filed in writing with the City Building Official within thirty (30) days of the date of service of the notice of non-compliance.

B. The Planning Commission shall hear the appeal within a reasonable time. A hearing shall be set within thirty (30) days of receipt of an appeal. Compliance with a notice of non-compliance shall be stayed until the Board has met and issued its decision.

C. Any appeal of the decision of the Planning Commission shall be made to the City Council.

8.50.170 REMEDIES

Recovery of Costs. The cost of enforcement proceedings together with the cost of abatement, if so ordered, shall be calculated, assessed and collected in the manner outlined in Chapter 8.32 and 8.36 of this code.

8.50.180 IMMINENT DANGER

A. If any structure, premise or portion thereof is found to present an imminent hazard to life or health, the premises shall be posted and the property shall be ordered vacated. Upon order to vacate, the property, or portion thereof, shall be posted as "Dangerous, Do Not Occupy" and written notification of the violations that deem the property, or portion thereof, as an imminent hazard shall be served as required in Section 8.50.13C.

B. It shall be unlawful for any person to remove or deface the posted notice, or to occupy the property or to enter the structure except for the purpose of repair. The violations identified as causing the property or portion thereof, to be an imminent hazard shall be corrected and re-inspected before the posting is removed and the property, or portion thereof, is reoccupied.

C. The owner or agent may appeal the order to vacate to the Board of Building Code Appeals, in the same manner as stated in Section 8.50.16, except that the duty to comply with the order to vacate shall not be stayed pending a hearing.

SAMPLE

AGENDA ITEM NO. 9I

Reviewed by: City Administrator
City Attorney

___ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted by: Gwenna MacDonald

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider fee waiver request for Lassen High School Baseball fund raiser event

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached is a request from the Lassen High School Baseball Boosters that the City donate light tokens and waive park use fees for their annual fund raiser tournament. This year the tournament is scheduled for August 3 and 4, 2013 at Riverside Park. All proceeds from the tournament are dedicated to support several organizations including Little League Girls Softball and Lassen High School Baseball. The donation of 16 light token and two days of park use fees are estimated to be $194.

FISCAL IMPACT: Estimated $194 in lost revenue:

16 tokens:	$104
Parks use fee:	$ 90
TOTAL:	**$194**

ACTION REQUESTED: Motion to donate light tokens and park use fees for Lassen High School Baseball fund raiser

ATTACHMENTS: July 12, 2013 letter of request

Gwenna MacDonald

Subject: FW: Fwd: Aug 3 and 4 fundraiser

Begin forwarded message:

From: Ryan Chedwick <chedi71@yahoo.com>
Date: July 12, 2013, 9:50:49 AM PDT
To: "gmacbonald@cityofsusanville.org" <gmacbonald@cityofsusanville.org>
Subject: Fwd: Aug 3 and 4 fundraiser

Begin forwarded message:

From: Ryan Chedwick <chedi71@yahoo.com>
Date: July 12, 2013, 9:40:14 AM PDT
To: "GMacbonald@cityofsusanvile.org" <GMacbonald@cityofsusanvile.org>
Subject: Aug 3 and 4 fundraiser

City of Susanville

For the 14 years we have been doing a slowpitch softball tournament that donated proceeds to serval organizations such as little league girls softball and high school baseball. We again are doing the tournament and are asking the city to please donate the riverside park and tokens for the evenings we are playing. Around 12 to 14 tokens. Thank you for the years past if donating and hope it can be done again this year.
Thank you
Ryan Chedwick

AGENDA ITEM NO. 11A

Reviewed by: City Administrator
City Attorney

___ Motion only
___ Public Hearing
_X_ Resolution
___ Ordinance
___ Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

SUSANVILLE PUBLIC FINANCING AUTHORITY AGENDA ITEM

SUBJECT: **Resolution No. FA-13-10** Approving and Authorizing the City Administrator to execute Agreement of Resignation, Appointment and Acceptance with U.S. Bank National Association to act as Trustee under Indenture of Trust for the Refunding Revenue Bonds Series 2010A and 2010B

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: On March 18, 2013, Deutsche Bank National Trust Company sold its Municipal Bond Trustee Business to U.S. Bank National Association. In connection with the sale, Deutsche Bank will resign as trustee under the Trust Indenture and U.S. Bank wishes to be appointed as successor Trustee and assume all of the duties, obligations and responsibilities of the Trustee under the Trust Indenture dated September 1, 2010. U.S Bank will invest our bond funds into a U.S. Bank Money Market Account that is a permitted investment in the Trust Indenture and will give the City an interest rate of 5 basis points for the trust accounts.

FISCAL IMPACT: Fees charged by U.S. Bank to act as Trustee will be equivalent to the Trustee fees charged by Deutsche Bank. Approximately $2,150 annually.

ACTION REQUESTED: Motion to approve Resolution No. FA-13-10, Approving and Authorizing the City Administrator to execute Agreement of Resignation, Appointment and Acceptance with U.S. Bank National Association to act as Trustee under Indenture of Trust for the Refunding Revenue Bonds Series 2010A and 2010B

ATTACHMENTS: Resolution No. 13-4969
Agreement of Resignation, Appointment and Acceptance
U.S. Bank Money Market Account Authorization Form

RESOLUTION NO. FA-13-10

A RESOLUTION OF THE SUSANVILLE PUBLIC FINANCING AUTHORITY APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE WITH U.S. BANK NATIONAL ASSOCIATION TO ACT AS TRUSTEE UNDER INDENTURE OF TRUST FOR THE REFUNDING REVENUE BONDS SERIES 2010A AND 2010B

WHEREAS, the City of Susanville Public Financing Authority issued Bonds on September 1, 2010 for the refinancing of the Water and Natural Gas Debt Service; and

WHEREAS, Deutsche Bank was named as Trustee to administer the Trust Indenture on the Refunding Revenue Bonds; and

WHEREAS, Deutsche Bank has sold its Municipal Bond Trustee Business to U.S. Bank National Association;

NOW, THEREFORE, BE IT RESOLVED that the Susanville Public Financing Authority approves the agreement with U.S. Bank National Association to perform Trustee duties for the Series 2010 A & B Refunding Revenue Bonds and authorizes the execution of same.

The foregoing Resolution No. FA-13-10 was adopted by the members of the Susanville Public Financing Authority at its meeting held on the 17th day of July, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Rod De Boer, Chairman of the
Susanville Public Financing Authority

_____
Gwenna MacDonald, Secretary of the
Susanville Public Financing Authority

Deutsche Bank

usbank

June 3, 2013

City of Susanville California
Attn: Jared G. Hancock, City Administrator
66 North Lassen St
Susanville CA 96130

Re: Trustee under Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented, between the Susanville Public Finance Authority and Deutsche Bank National Trust Company (the "Trust Indenture")

Dear Mr. Hancock:

As announced on March 18, 2013, Deutsche Bank National Trust Company ("Deutsche Bank") sold its Municipal Bond Trustee Business, including the trusts named above, to U.S. Bank National Association ("U.S. Bank"). In connection with the sale, Deutsche Bank wishes to resign as trustee under the Trust Indenture and U.S. Bank wishes to be appointed as successor trustee and assume all of the duties, obligations and responsibilities of the trustee under the Trust Indenture. The enclosed Agreement of Resignation, Appointment and Acceptance provides for U.S. Bank, Deutsche Bank, the Authority and the City to agree to such resignation and appointment.

To allow time for a smooth transition, the effective date of such resignation, appointment and acceptance is scheduled for August 23, 2013, provided that a fully executed Agreement of Resignation, Appointment and Acceptance is received prior to the effective date. If all required signatures have not been received prior to the scheduled effective date of August 23, 2013, the effective date will then be the date upon which the final executed counterpart is received and recorded by U.S. Bank.

We request that you arrange for the City to execute three copies of the enclosed Agreement of Resignation, Appointment and Acceptance. At your earliest convenience, please return two (2) original copies of the agreement to U.S. Bank in the enclosed envelope addressed to: U.S. Bank Global Corporate Trust Services, Attn: DenLin Associates, PO Box 960778, Boston, MA 02196-0778. You may retain the other copy for your files.

If you have any questions concerning the administration of your account(s), please continue to contact your Deutsche Bank trust professional until the August 23 conversion date. However, if you have a question concerning the enclosed Agreement, please contact a member of our succession team at DenLin Associates, Inc. at 617-603-6725 and refer to the number in the footer below.

DEUTSCHE BANK

By: _____
Kevin Plein
Its Managing Director

U.S. BANK NATIONAL ASSOCIATION

By: _____
Terry McRoberts
Its Executive Vice President

AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE

THIS AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE (this "Agreement") dated as of June 3, 2013 by and among Deutsche Bank National Trust Company, a national banking association organized and existing under the laws of the United States of America (the "Resigning Trustee"), Susanville Public Finance Authority (the "Authority" and "Issuer"), City of Susanville California (the "City") and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America (the "Successor").

WHEREAS, the Resigning Trustee, or its predecessor in interest, and the Issuer entered into the Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented as well as any and all ancillary agreements (together to be known as the "Governing Instruments") pursuant to which the Issuer's bonds, as set forth on the attached Schedule 1 (the "Bonds"), were issued; and the Resigning Trustee has been acting in the capacities assigned to it by the Governing Instruments (all such applicable roles being hereinafter included in the term the "Trustee");

WHEREAS, the purchase agreement, dated as of March 14, 2013 as the same may be amended from time to time by and among Deutsche Bank Trust Company Americas, Deutsche Bank National Trust Company, Deutsche Bank AG and U.S. Bank National Association provides for the sale of the Resigning Trustee's portfolio (the "Portfolio") of specified securities including the Governing Instruments to the Successor, subject to receipt of all required consents.

WHEREAS, pursuant to the Governing Instruments, the Resigning Trustee desires to resign as the Trustee, the Authority desires to appoint the Successor as Trustee and the Successor desires to accept appointment as Trustee.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereto agree as follows:

ARTICLE I
SUCCESSION

Section 1.1 Resignation of Resigning Trustee. The Resigning Trustee resigns as the Trustee as of the close of business August 23, 2013 (the "Effective Date"). The Authority accepts such resignation and waives any required notice thereof.

Section 1.2 Appointment of Successor. The Authority with the consent of the City appoints the Successor to serve as Trustee, with all the authority, rights, powers and immunities vested in, and all duties and obligations binding on, the Trustee, on the Effective Date. All rights, powers, duties, immunities and obligations of the Trustee shall be vested in and undertaken by the Successor on and from the Effective Date.

Section 1.3 Acceptance of Appointment; Notice to Bondholders. The Successor accepts its appointment as Trustee by the Authority with all the authority, rights, powers and immunities vested in the Trustee and agrees to serve as Trustee and to perform the duties and obligations of the Trustee, on and from the Effective Date. The Successor agrees to notify the registered holders of the Bonds of the resignation of the Resigning Trustee and its appointment as Trustee to the extent, if any, and in the manner, if any, required by the relevant Governing Instruments. The Successor also agrees to notify the Authority and the City in the event of a change in the Effective Date.

Section 1.4 Assignment of Powers and Property; Delivery of Documents. The Resigning Trustee, hereby confirms and assigns to the Successor, in trust under the Governing Instruments, all property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee. The Resigning Trustee confirms that it has transferred to the Successor (a) all moneys, securities and other assets held under the relevant Governing Instruments, (b) all documents relating to the trust created by the relevant Governing Instruments.

Section 1.5 Further Assurances. The Resigning Trustee agrees, upon reasonable request of the Successor, to execute, acknowledge and deliver such further instruments of transfer and further assurances and to do such other things as may reasonably be required for more fully and certainly vesting and confirming in Successor all the property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee.

ARTICLE II
REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the Issuer. The Issuer hereby represents and warrants to the Successor as follows:

(a) the relevant Governing Instruments and the Bonds were validly and lawfully issued by the Issuer and constitute obligations of the Issuer enforceable as provided therein by the Successor, subject to laws affecting creditors' rights and equitable principles;

(b) the Issuer has performed or fulfilled each covenant, agreement and condition on its part to be performed or fulfilled under the Governing Instruments on or prior to the date hereof; and

(c) no event of default under the Governing Instruments has occurred and is continuing.

Section 2.2 Representations and Warranties of Resigning Trustee. Resigning Trustee hereby represents and warrants to Successor as follows:

(a) resigning Trustee is a national banking association, and is duly organized and existing under the laws of the United States of America;

(b) from March 14, 2013 until the date hereof, the Governing Instruments have not been amended or supplemented;

(c) from March 14, 2013 until the date hereof, Resigning Trustee has received no written notice of any event of default under the terms of the Governing Instruments; and

(d) to the knowledge of the officer of the Resigning Trustee who is responsible for the administration of the Governing Instruments, there is no suit, action, claim or proceeding pending or threatened against the Resigning Trustee related to the Bonds, the relevant Governing Instruments, or Resigning Trustee's administration of the trusts created under the Governing Instruments.

Section 2.3 Representations of Successor. The Successor hereby represents and warrants to Resigning Trustee and the Issuer as follows:

(a) The Successor is a national banking association, and is duly organized and existing under the laws of the United States of America; and

(b) The Successor is qualified and eligible to serve as Trustee under the Governing Instruments.

ARTICLE III
MISCELLANEOUS

Section 3.1 Applicable Law. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions; provided, however, that as between the Resigning Trustee and the Successor, this Agreement shall be governed by the laws of the State of New York, without regard to its conflict of laws provisions, PROVIDED, FURTHER, THAT IN NO EVENT SHALL ANY CONTROVERSY, CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT TO WHICH THE ISSUER IS MADE A PARTY BE ADJUDICATED OUTSIDE OF THE STATE OF CALIFORNIA, AND FOR THE PURPOSES OF SUCH CONTROVERSY, CLAIM OR DISPUTE TO WHICH THE ISSUER IS A PARTY, THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA.

Section 3.2 Counterparts. This Agreement may be executed in a number of counterparts, each of which shall constitute an original, but such counterparts shall together constitute but one and the same instrument.

Section 3.3 Preservation of Rights. Except as expressly provided herein, nothing contained in this Agreement shall in any way affect the obligations or rights of the Issuer, the Resigning Trustee, the Successor or any holder of the Bonds under the Governing Instruments. As between the Resigning Trustee and the Successor, nothing in this Agreement, express or implied, is intended or shall be construed to modify, expand or limit in any way the rights or obligations of the parties under, and the terms of, the Purchase Agreement.

Section 3.4 Severability. In the event any provisions of this Agreement shall be held invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.5 Survival of Obligations. Notwithstanding the resignation of the Resigning Trustee under the Governing Instruments, the Issuer shall remain obligated under the Governing Instruments to compensate, reimburse and indemnify the Resigning Trustee as provided in the Governing Instruments, and nothing contained in this Agreement shall in any way abrogate the obligations of the Issuer to the Resigning Trustee under the Governing Instruments or any lien created in favor of the Resigning Trustee thereunder.

Section 3.6 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Resigning Trustee, the Successor, and the Issuer and their respective successors and assigns.

Section 3.7 Amendments. This Agreement shall be amended only in a writing signed by the parties hereto.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto have executed this Agreement by their duly authorized corporate officers as of the date first above written.

CITY OF SUSANVILLE CALIFORNIA
as the City

By _____

_____
(print name and title above)

SUSANVILLE PUBLIC FINANCE AUTHORITY
as Authority and Issuer

By _____

_____
(print name and title above)

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
Dennis D. Gillespie
Its Director

U.S. BANK NATIONAL ASSOCIATION
as Successor

By _____
Terry McRoberts
Its Executive Vice President

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
John Robertson
Its Vice President

SCHEDULE 1

Susanville Public Finance Authority Refunding Revenue Bonds Senior Series 2010A and Subordinate Series 2010B

AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE

THIS AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE (this "Agreement") dated as of June 3, 2013 by and among Deutsche Bank National Trust Company, a national banking association organized and existing under the laws of the United States of America (the "Resigning Trustee"), Susanville Public Finance Authority (the "Authority" and "Issuer"), City of Susanville California (the "City") and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America (the "Successor").

WHEREAS, the Resigning Trustee, or its predecessor in interest, and the Issuer entered into the Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented as well as any and all ancillary agreements (together to be known as the "Governing Instruments") pursuant to which the Issuer's bonds, as set forth on the attached Schedule 1 (the "Bonds"), were issued; and the Resigning Trustee has been acting in the capacities assigned to it by the Governing Instruments (all such applicable roles being hereinafter included in the term the "Trustee");

WHEREAS, the purchase agreement, dated as of March 14, 2013 as the same may be amended from time to time by and among Deutsche Bank Trust Company Americas, Deutsche Bank National Trust Company, Deutsche Bank AG and U.S. Bank National Association provides for the sale of the Resigning Trustee's portfolio (the "Portfolio") of specified securities including the Governing Instruments to the Successor, subject to receipt of all required consents.

WHEREAS, pursuant to the Governing Instruments, the Resigning Trustee desires to resign as the Trustee, the Authority desires to appoint the Successor as Trustee and the Successor desires to accept appointment as Trustee.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereto agree as follows:

ARTICLE I
SUCCESSION

Section 1.1 Resignation of Resigning Trustee. The Resigning Trustee resigns as the Trustee as of the close of business August 23, 2013 (the "Effective Date"). The Authority accepts such resignation and waives any required notice thereof.

Section 1.2 Appointment of Successor. The Authority with the consent of the City appoints the Successor to serve as Trustee, with all the authority, rights, powers and immunities vested in, and all duties and obligations binding on, the Trustee, on the Effective Date. All rights, powers, duties, immunities and obligations of the Trustee shall be vested in and undertaken by the Successor on and from the Effective Date.

Section 1.3 Acceptance of Appointment; Notice to Bondholders. The Successor accepts its appointment as Trustee by the Authority with all the authority, rights, powers and immunities vested in the Trustee and agrees to serve as Trustee and to perform the duties and obligations of the Trustee, on and from the Effective Date. The Successor agrees to notify the registered holders of the Bonds of the resignation of the Resigning Trustee and its appointment as Trustee to the extent, if any, and in the manner, if any, required by the relevant Governing Instruments. The Successor also agrees to notify the Authority and the City in the event of a change in the Effective Date.

Section 1.4 Assignment of Powers and Property; Delivery of Documents. The Resigning Trustee, hereby confirms and assigns to the Successor, in trust under the Governing Instruments, all property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee. The Resigning Trustee confirms that it has transferred to the Successor (a) all moneys, securities and other assets held under the relevant Governing Instruments, (b) all documents relating to the trust created by the relevant Governing Instruments.

Section 1.5 Further Assurances. The Resigning Trustee agrees, upon reasonable request of the Successor, to execute, acknowledge and deliver such further instruments of transfer and further assurances and to do such other things as may reasonably be required for more fully and certainly vesting and confirming in Successor all the property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee.

ARTICLE II
REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the Issuer. The Issuer hereby represents and warrants to the Successor as follows:

(a) the relevant Governing Instruments and the Bonds were validly and lawfully issued by the Issuer and constitute obligations of the Issuer enforceable as provided therein by the Successor, subject to laws affecting creditors' rights and equitable principles;

(b) the Issuer has performed or fulfilled each covenant, agreement and condition on its part to be performed or fulfilled under the Governing Instruments on or prior to the date hereof; and

(c) no event of default under the Governing Instruments has occurred and is continuing.

Section 2.2 Representations and Warranties of Resigning Trustee. Resigning Trustee hereby represents and warrants to Successor as follows:

(a) resigning Trustee is a national banking association, and is duly organized and existing under the laws of the United States of America;

(b) from March 14, 2013 until the date hereof, the Governing Instruments have not been amended or supplemented;

(c) from March 14, 2013 until the date hereof, Resigning Trustee has received no written notice of any event of default under the terms of the Governing Instruments; and

(d) to the knowledge of the officer of the Resigning Trustee who is responsible for the administration of the Governing Instruments, there is no suit, action, claim or proceeding pending or threatened against the Resigning Trustee related to the Bonds, the relevant Governing Instruments, or Resigning Trustee's administration of the trusts created under the Governing Instruments.

Section 2.3 Representations of Successor. The Successor hereby represents and warrants to Resigning Trustee and the Issuer as follows:

(a) The Successor is a national banking association, and is duly organized and existing under the laws of the United States of America; and

(b) The Successor is qualified and eligible to serve as Trustee under the Governing Instruments.

ARTICLE III
MISCELLANEOUS

Section 3.1 Applicable Law. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions; provided, however, that as between the Resigning Trustee and the Successor, this Agreement shall be governed by the laws of the State of New York, without regard to its conflict of laws provisions, PROVIDED, FURTHER, THAT IN NO EVENT SHALL ANY CONTROVERSY, CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT TO WHICH THE ISSUER IS MADE A PARTY BE ADJUDICATED OUTSIDE OF THE STATE OF CALIFORNIA, AND FOR THE PURPOSES OF SUCH CONTROVERSY, CLAIM OR DISPUTE TO WHICH THE ISSUER IS A PARTY, THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA.

Section 3.2 Counterparts. This Agreement may be executed in a number of counterparts, each of which shall constitute an original, but such counterparts shall together constitute but one and the same instrument.

Section 3.3 Preservation of Rights. Except as expressly provided herein, nothing contained in this Agreement shall in any way affect the obligations or rights of the Issuer, the Resigning Trustee, the Successor or any holder of the Bonds under the Governing Instruments. As between the Resigning Trustee and the Successor, nothing in this Agreement, express or implied, is intended or shall be construed to modify, expand or limit in any way the rights or obligations of the parties under, and the terms of, the Purchase Agreement.

Section 3.4 Severability. In the event any provisions of this Agreement shall be held invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.5 Survival of Obligations. Notwithstanding the resignation of the Resigning Trustee under the Governing Instruments, the Issuer shall remain obligated under the Governing Instruments to compensate, reimburse and indemnify the Resigning Trustee as provided in the Governing Instruments, and nothing contained in this Agreement shall in any way abrogate the obligations of the Issuer to the Resigning Trustee under the Governing Instruments or any lien created in favor of the Resigning Trustee thereunder.

Section 3.6 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Resigning Trustee, the Successor, and the Issuer and their respective successors and assigns.

Section 3.7 Amendments. This Agreement shall be amended only in a writing signed by the parties hereto.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto have executed this Agreement by their duly authorized corporate officers as of the date first above written.

CITY OF SUSANVILLE CALIFORNIA
as the City

By _____

_____
(print name and title above)

SUSANVILLE PUBLIC FINANCE AUTHORITY
as Authority and Issuer

By _____

_____
(print name and title above)

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
Dennis D. Gillespie
Its Director

U.S. BANK NATIONAL ASSOCIATION
as Successor

By _____
Terry McRoberts
Its Executive Vice President

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
John Robertson
Its Vice President

SCHEDULE 1

Susanville Public Finance Authority Refunding Revenue Bonds Senior Series 2010A and Subordinate Series 2010B

AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE

THIS AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE (this "Agreement") dated as of June 3, 2013 by and among Deutsche Bank National Trust Company, a national banking association organized and existing under the laws of the United States of America (the "Resigning Trustee"), Susanville Public Finance Authority (the "Authority" and "Issuer"), City of Susanville California (the "City") and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America (the "Successor").

WHEREAS, the Resigning Trustee, or its predecessor in interest, and the Issuer entered into the Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented as well as any and all ancillary agreements (together to be known as the "Governing Instruments") pursuant to which the Issuer's bonds, as set forth on the attached Schedule 1 (the "Bonds"), were issued; and the Resigning Trustee has been acting in the capacities assigned to it by the Governing Instruments (all such applicable roles being hereinafter included in the term the "Trustee");

WHEREAS, the purchase agreement, dated as of March 14, 2013 as the same may be amended from time to time by and among Deutsche Bank Trust Company Americas, Deutsche Bank National Trust Company, Deutsche Bank AG and U.S. Bank National Association provides for the sale of the Resigning Trustee's portfolio (the "Portfolio") of specified securities including the Governing Instruments to the Successor, subject to receipt of all required consents.

WHEREAS, pursuant to the Governing Instruments, the Resigning Trustee desires to resign as the Trustee, the Authority desires to appoint the Successor as Trustee and the Successor desires to accept appointment as Trustee.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereto agree as follows:

ARTICLE I
SUCCESSION

Section 1.1 Resignation of Resigning Trustee. The Resigning Trustee resigns as the Trustee as of the close of business August 23, 2013 (the "Effective Date"). The Authority accepts such resignation and waives any required notice thereof.

Section 1.2 Appointment of Successor. The Authority with the consent of the City appoints the Successor to serve as Trustee, with all the authority, rights, powers and immunities vested in, and all duties and obligations binding on, the Trustee, on the Effective Date. All rights, powers, duties, immunities and obligations of the Trustee shall be vested in and undertaken by the Successor on and from the Effective Date.

Section 1.3 Acceptance of Appointment; Notice to Bondholders. The Successor accepts its appointment as Trustee by the Authority with all the authority, rights, powers and immunities vested in the Trustee and agrees to serve as Trustee and to perform the duties and obligations of the Trustee, on and from the Effective Date. The Successor agrees to notify the registered holders of the Bonds of the resignation of the Resigning Trustee and its appointment as Trustee to the extent, if any, and in the manner, if any, required by the relevant Governing Instruments. The Successor also agrees to notify the Authority and the City in the event of a change in the Effective Date.

Section 1.4 Assignment of Powers and Property; Delivery of Documents. The Resigning Trustee, hereby confirms and assigns to the Successor, in trust under the Governing Instruments, all property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee. The Resigning Trustee confirms that it has transferred to the Successor (a) all moneys, securities and other assets held under the relevant Governing Instruments, (b) all documents relating to the trust created by the relevant Governing Instruments.

Section 1.5 Further Assurances. The Resigning Trustee agrees, upon reasonable request of the Successor, to execute, acknowledge and deliver such further instruments of transfer and further assurances and to do such other things as may reasonably be required for more fully and certainly vesting and confirming in Successor all the property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee.

ARTICLE II
REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the Issuer. The Issuer hereby represents and warrants to the Successor as follows:

(a) the relevant Governing Instruments and the Bonds were validly and lawfully issued by the Issuer and constitute obligations of the Issuer enforceable as provided therein by the Successor, subject to laws affecting creditors' rights and equitable principles;

(b) the Issuer has performed or fulfilled each covenant, agreement and condition on its part to be performed or fulfilled under the Governing Instruments on or prior to the date hereof; and

(c) no event of default under the Governing Instruments has occurred and is continuing.

Section 2.2 Representations and Warranties of Resigning Trustee. Resigning Trustee hereby represents and warrants to Successor as follows:

(a) resigning Trustee is a national banking association, and is duly organized and existing under the laws of the United States of America;

(b) from March 14, 2013 until the date hereof, the Governing Instruments have not been amended or supplemented;

(c) from March 14, 2013 until the date hereof, Resigning Trustee has received no written notice of any event of default under the terms of the Governing Instruments; and

(d) to the knowledge of the officer of the Resigning Trustee who is responsible for the administration of the Governing Instruments, there is no suit, action, claim or proceeding pending or threatened against the Resigning Trustee related to the Bonds, the relevant Governing Instruments, or Resigning Trustee's administration of the trusts created under the Governing Instruments.

Section 2.3 Representations of Successor. The Successor hereby represents and warrants to Resigning Trustee and the Issuer as follows:

(a) The Successor is a national banking association, and is duly organized and existing under the laws of the United States of America; and

(b) The Successor is qualified and eligible to serve as Trustee under the Governing Instruments.

ARTICLE III
MISCELLANEOUS

Section 3.1 Applicable Law. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions; provided, however, that as between the Resigning Trustee and the Successor, this Agreement shall be governed by the laws of the State of New York, without regard to its conflict of laws provisions, PROVIDED, FURTHER, THAT IN NO EVENT SHALL ANY CONTROVERSY, CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT TO WHICH THE ISSUER IS MADE A PARTY BE ADJUDICATED OUTSIDE OF THE STATE OF CALIFORNIA, AND FOR THE PURPOSES OF SUCH CONTROVERSY, CLAIM OR DISPUTE TO WHICH THE ISSUER IS A PARTY, THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA.

Section 3.2 Counterparts. This Agreement may be executed in a number of counterparts, each of which shall constitute an original, but such counterparts shall together constitute but one and the same instrument.

Section 3.3 Preservation of Rights. Except as expressly provided herein, nothing contained in this Agreement shall in any way affect the obligations or rights of the Issuer, the Resigning Trustee, the Successor or any holder of the Bonds under the Governing Instruments. As between the Resigning Trustee and the Successor, nothing in this Agreement, express or implied, is intended or shall be construed to modify, expand or limit in any way the rights or obligations of the parties under, and the terms of, the Purchase Agreement.

Section 3.4 Severability. In the event any provisions of this Agreement shall be held invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.5 Survival of Obligations. Notwithstanding the resignation of the Resigning Trustee under the Governing Instruments, the Issuer shall remain obligated under the Governing Instruments to compensate, reimburse and indemnify the Resigning Trustee as provided in the Governing Instruments, and nothing contained in this Agreement shall in any way abrogate the obligations of the Issuer to the Resigning Trustee under the Governing Instruments or any lien created in favor of the Resigning Trustee thereunder.

Section 3.6 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Resigning Trustee, the Successor, and the Issuer and their respective successors and assigns.

Section 3.7 Amendments. This Agreement shall be amended only in a writing signed by the parties hereto.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto have executed this Agreement by their duly authorized corporate officers as of the date first above written.

CITY OF SUSANVILLE CALIFORNIA
as the City

By _____

_____
(print name and title above)

SUSANVILLE PUBLIC FINANCE AUTHORITY
as Authority and Issuer

By _____

_____
(print name and title above)

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
Dennis D. Gillespie
Its Director

U.S. BANK NATIONAL ASSOCIATION
as Successor

By _____
Terry McRoberts
Its Executive Vice President

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
John Robertson
Its Vice President

SCHEDULE 1

Susanville Public Finance Authority Refunding Revenue Bonds Senior Series 2010A and Subordinate Series 2010B

F-2004.1-1.

U.S. BANK NATIONAL ASSOCIATION
MONEY MARKET ACCOUNT AUTHORIZATION FORM
DESCRIPTION AND TERMS

The U.S. Bank Money Market account is a U.S. Bank National Association ("U.S. Bank") interest-bearing money market deposit account designed to meet the needs of U.S. Bank's Corporate Trust Services Escrow Group and other Corporate Trust customers of U.S. Bank. Selection of this investment includes authorization to place funds on deposit and invest with U.S. Bank.

U.S. Bank uses the daily balance method to calculate interest on this account (actual/365 or 366). This method applies a daily periodic rate to the principal balance in the account each day. Interest is accrued daily and credited monthly to the account. Interest rates are determined at U.S. Bank's discretion, and may be tiered by customer deposit amount.

The owner of the account is U.S. Bank as Agent for its trust customers. U.S. Bank's trust department performs all account deposits and withdrawals. Deposit accounts are FDIC Insured per depositor, as determined under FDIC Regulations, up to applicable FDIC limits.

AUTOMATIC AUTHORIZATION

In the absence of specific written direction to the contrary, U.S. Bank is hereby directed to invest and reinvest proceeds and other available moneys in the U.S. Bank Money Market Account. The U.S. Bank Money Market Account is a permitted investment under the operative documents and this authorization is the permanent direction for investment of the moneys until notified in writing of alternate instructions.

Susanville Public Finance Authority
2010 Refunding Revenue Bonds
Senior Series A and Subordinate Series B
(Utility Enterprises Project)
Company Name

_____
Signature of Authorized Directing Party

S55071
Trust Account Number – includes existing
and future sub-accounts unless otherwise directed

_____
Title / Date

AGENDA ITEM NO. 11A

Reviewed by: City Administrator
City Attorney

___ Motion only
___ Public Hearing
_X_ Resolution
___ Ordinance
___ Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

SUSANVILLE PUBLIC FINANCING AUTHORITY AGENDA ITEM

SUBJECT: **Resolution No. FA-13-10** Approving and Authorizing the City Administrator to execute Agreement of Resignation, Appointment and Acceptance with U.S. Bank National Association to act as Trustee under Indenture of Trust for the Refunding Revenue Bonds Series 2010A and 2010B

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: On March 18, 2013, Deutsche Bank National Trust Company sold its Municipal Bond Trustee Business to U.S. Bank National Association. In connection with the sale, Deutsche Bank will resign as trustee under the Trust Indenture and U.S. Bank wishes to be appointed as successor Trustee and assume all of the duties, obligations and responsibilities of the Trustee under the Trust Indenture dated September 1, 2010. U.S Bank will invest our bond funds into a U.S. Bank Money Market Account that is a permitted investment in the Trust Indenture and will give the City an interest rate of 5 basis points for the trust accounts.

FISCAL IMPACT: Fees charged by U.S. Bank to act as Trustee will be equivalent to the Trustee fees charged by Deutsche Bank. Approximately $2,150 annually.

ACTION REQUESTED: Motion to approve Resolution No. FA-13-10, Approving and Authorizing the City Administrator to execute Agreement of Resignation, Appointment and Acceptance with U.S. Bank National Association to act as Trustee under Indenture of Trust for the Refunding Revenue Bonds Series 2010A and 2010B

ATTACHMENTS: Resolution No. 13-4969
Agreement of Resignation, Appointment and Acceptance
U.S. Bank Money Market Account Authorization Form

RESOLUTION NO. FA-13-10

A RESOLUTION OF THE SUSANVILLE PUBLIC FINANCING AUTHORITY APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE WITH U.S. BANK NATIONAL ASSOCIATION TO ACT AS TRUSTEE UNDER INDENTURE OF TRUST FOR THE REFUNDING REVENUE BONDS SERIES 2010A AND 2010B

WHEREAS, the City of Susanville Public Financing Authority issued Bonds on September 1, 2010 for the refinancing of the Water and Natural Gas Debt Service; and

WHEREAS, Deutsche Bank was named as Trustee to administer the Trust Indenture on the Refunding Revenue Bonds; and

WHEREAS, Deutsche Bank has sold its Municipal Bond Trustee Business to U.S. Bank National Association;

NOW, THEREFORE, BE IT RESOLVED that the Susanville Public Financing Authority approves the agreement with U.S. Bank National Association to perform Trustee duties for the Series 2010 A & B Refunding Revenue Bonds and authorizes the execution of same.

The foregoing Resolution No. FA-13-10 was adopted by the members of the Susanville Public Financing Authority at its meeting held on the 17th day of July, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

_____
Rod De Boer, Chairman of the
Susanville Public Financing Authority

_____
Gwenna MacDonald, Secretary of the
Susanville Public Financing Authority

Deutsche Bank

usbank

June 3, 2013

City of Susanville California
Attn: Jared G. Hancock, City Administrator
66 North Lassen St
Susanville CA 96130

Re: Trustee under Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented, between the Susanville Public Finance Authority and Deutsche Bank National Trust Company (the "Trust Indenture")

Dear Mr. Hancock:

As announced on March 18, 2013, Deutsche Bank National Trust Company ("Deutsche Bank") sold its Municipal Bond Trustee Business, including the trusts named above, to U.S. Bank National Association ("U.S. Bank"). In connection with the sale, Deutsche Bank wishes to resign as trustee under the Trust Indenture and U.S. Bank wishes to be appointed as successor trustee and assume all of the duties, obligations and responsibilities of the trustee under the Trust Indenture. The enclosed Agreement of Resignation, Appointment and Acceptance provides for U.S. Bank, Deutsche Bank, the Authority and the City to agree to such resignation and appointment.

To allow time for a smooth transition, the effective date of such resignation, appointment and acceptance is scheduled for August 23, 2013, provided that a fully executed Agreement of Resignation, Appointment and Acceptance is received prior to the effective date. If all required signatures have not been received prior to the scheduled effective date of August 23, 2013, the effective date will then be the date upon which the final executed counterpart is received and recorded by U.S. Bank.

We request that you arrange for the City to execute three copies of the enclosed Agreement of Resignation, Appointment and Acceptance. At your earliest convenience, please return two (2) original copies of the agreement to U.S. Bank in the enclosed envelope addressed to: U.S. Bank Global Corporate Trust Services, Attn: DenLin Associates, PO Box 960778, Boston, MA 02196-0778. You may retain the other copy for your files.

If you have any questions concerning the administration of your account(s), please continue to contact your Deutsche Bank trust professional until the August 23 conversion date. However, if you have a question concerning the enclosed Agreement, please contact a member of our succession team at DenLin Associates, Inc. at 617-603-6725 and refer to the number in the footer below.

DEUTSCHE BANK

By: _____
Kevin Plein
Its Managing Director

U.S. BANK NATIONAL ASSOCIATION

By: _____
Terry McRoberts
Its Executive Vice President

AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE

THIS AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE (this "Agreement") dated as of June 3, 2013 by and among Deutsche Bank National Trust Company, a national banking association organized and existing under the laws of the United States of America (the "Resigning Trustee"), Susanville Public Finance Authority (the "Authority" and "Issuer"), City of Susanville California (the "City") and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America (the "Successor").

WHEREAS, the Resigning Trustee, or its predecessor in interest, and the Issuer entered into the Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented as well as any and all ancillary agreements (together to be known as the "Governing Instruments") pursuant to which the Issuer's bonds, as set forth on the attached Schedule 1 (the "Bonds"), were issued; and the Resigning Trustee has been acting in the capacities assigned to it by the Governing Instruments (all such applicable roles being hereinafter included in the term the "Trustee");

WHEREAS, the purchase agreement, dated as of March 14, 2013 as the same may be amended from time to time by and among Deutsche Bank Trust Company Americas, Deutsche Bank National Trust Company, Deutsche Bank AG and U.S. Bank National Association provides for the sale of the Resigning Trustee's portfolio (the "Portfolio") of specified securities including the Governing Instruments to the Successor, subject to receipt of all required consents.

WHEREAS, pursuant to the Governing Instruments, the Resigning Trustee desires to resign as the Trustee, the Authority desires to appoint the Successor as Trustee and the Successor desires to accept appointment as Trustee.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereto agree as follows:

ARTICLE I
SUCCESSION

Section 1.1 Resignation of Resigning Trustee. The Resigning Trustee resigns as the Trustee as of the close of business August 23, 2013 (the "Effective Date"). The Authority accepts such resignation and waives any required notice thereof.

Section 1.2 Appointment of Successor. The Authority with the consent of the City appoints the Successor to serve as Trustee, with all the authority, rights, powers and immunities vested in, and all duties and obligations binding on, the Trustee, on the Effective Date. All rights, powers, duties, immunities and obligations of the Trustee shall be vested in and undertaken by the Successor on and from the Effective Date.

Section 1.3 Acceptance of Appointment; Notice to Bondholders. The Successor accepts its appointment as Trustee by the Authority with all the authority, rights, powers and immunities vested in the Trustee and agrees to serve as Trustee and to perform the duties and obligations of the Trustee, on and from the Effective Date. The Successor agrees to notify the registered holders of the Bonds of the resignation of the Resigning Trustee and its appointment as Trustee to the extent, if any, and in the manner, if any, required by the relevant Governing Instruments. The Successor also agrees to notify the Authority and the City in the event of a change in the Effective Date.

Section 1.4 Assignment of Powers and Property; Delivery of Documents. The Resigning Trustee, hereby confirms and assigns to the Successor, in trust under the Governing Instruments, all property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee. The Resigning Trustee confirms that it has transferred to the Successor (a) all moneys, securities and other assets held under the relevant Governing Instruments, (b) all documents relating to the trust created by the relevant Governing Instruments.

Section 1.5 Further Assurances. The Resigning Trustee agrees, upon reasonable request of the Successor, to execute, acknowledge and deliver such further instruments of transfer and further assurances and to do such other things as may reasonably be required for more fully and certainly vesting and confirming in Successor all the property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee.

ARTICLE II
REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the Issuer. The Issuer hereby represents and warrants to the Successor as follows:

(a) the relevant Governing Instruments and the Bonds were validly and lawfully issued by the Issuer and constitute obligations of the Issuer enforceable as provided therein by the Successor, subject to laws affecting creditors' rights and equitable principles;

(b) the Issuer has performed or fulfilled each covenant, agreement and condition on its part to be performed or fulfilled under the Governing Instruments on or prior to the date hereof; and

(c) no event of default under the Governing Instruments has occurred and is continuing.

Section 2.2 Representations and Warranties of Resigning Trustee. Resigning Trustee hereby represents and warrants to Successor as follows:

(a) resigning Trustee is a national banking association, and is duly organized and existing under the laws of the United States of America;

(b) from March 14, 2013 until the date hereof, the Governing Instruments have not been amended or supplemented;

(c) from March 14, 2013 until the date hereof, Resigning Trustee has received no written notice of any event of default under the terms of the Governing Instruments; and

(d) to the knowledge of the officer of the Resigning Trustee who is responsible for the administration of the Governing Instruments, there is no suit, action, claim or proceeding pending or threatened against the Resigning Trustee related to the Bonds, the relevant Governing Instruments, or Resigning Trustee's administration of the trusts created under the Governing Instruments.

Section 2.3 Representations of Successor. The Successor hereby represents and warrants to Resigning Trustee and the Issuer as follows:

(a) The Successor is a national banking association, and is duly organized and existing under the laws of the United States of America; and

(b) The Successor is qualified and eligible to serve as Trustee under the Governing Instruments.

ARTICLE III
MISCELLANEOUS

Section 3.1 Applicable Law. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions; provided, however, that as between the Resigning Trustee and the Successor, this Agreement shall be governed by the laws of the State of New York, without regard to its conflict of laws provisions, PROVIDED, FURTHER, THAT IN NO EVENT SHALL ANY CONTROVERSY, CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT TO WHICH THE ISSUER IS MADE A PARTY BE ADJUDICATED OUTSIDE OF THE STATE OF CALIFORNIA, AND FOR THE PURPOSES OF SUCH CONTROVERSY, CLAIM OR DISPUTE TO WHICH THE ISSUER IS A PARTY, THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA.

Section 3.2 Counterparts. This Agreement may be executed in a number of counterparts, each of which shall constitute an original, but such counterparts shall together constitute but one and the same instrument.

Section 3.3 Preservation of Rights. Except as expressly provided herein, nothing contained in this Agreement shall in any way affect the obligations or rights of the Issuer, the Resigning Trustee, the Successor or any holder of the Bonds under the Governing Instruments. As between the Resigning Trustee and the Successor, nothing in this Agreement, express or implied, is intended or shall be construed to modify, expand or limit in any way the rights or obligations of the parties under, and the terms of, the Purchase Agreement.

Section 3.4 Severability. In the event any provisions of this Agreement shall be held invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.5 Survival of Obligations. Notwithstanding the resignation of the Resigning Trustee under the Governing Instruments, the Issuer shall remain obligated under the Governing Instruments to compensate, reimburse and indemnify the Resigning Trustee as provided in the Governing Instruments, and nothing contained in this Agreement shall in any way abrogate the obligations of the Issuer to the Resigning Trustee under the Governing Instruments or any lien created in favor of the Resigning Trustee thereunder.

Section 3.6 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Resigning Trustee, the Successor, and the Issuer and their respective successors and assigns.

Section 3.7 Amendments. This Agreement shall be amended only in a writing signed by the parties hereto.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto have executed this Agreement by their duly authorized corporate officers as of the date first above written.

CITY OF SUSANVILLE CALIFORNIA
as the City

By _____

_____
(print name and title above)

SUSANVILLE PUBLIC FINANCE AUTHORITY
as Authority and Issuer

By _____

_____
(print name and title above)

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
Dennis D. Gillespie
Its Director

U.S. BANK NATIONAL ASSOCIATION
as Successor

By _____
Terry McRoberts
Its Executive Vice President

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
John Robertson
Its Vice President

SCHEDULE 1

Susanville Public Finance Authority Refunding Revenue Bonds Senior Series 2010A and Subordinate Series 2010B

AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE

THIS AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE (this "Agreement") dated as of June 3, 2013 by and among Deutsche Bank National Trust Company, a national banking association organized and existing under the laws of the United States of America (the "Resigning Trustee"), Susanville Public Finance Authority (the "Authority" and "Issuer"), City of Susanville California (the "City") and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America (the "Successor").

WHEREAS, the Resigning Trustee, or its predecessor in interest, and the Issuer entered into the Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented as well as any and all ancillary agreements (together to be known as the "Governing Instruments") pursuant to which the Issuer's bonds, as set forth on the attached Schedule 1 (the "Bonds"), were issued; and the Resigning Trustee has been acting in the capacities assigned to it by the Governing Instruments (all such applicable roles being hereinafter included in the term the "Trustee");

WHEREAS, the purchase agreement, dated as of March 14, 2013 as the same may be amended from time to time by and among Deutsche Bank Trust Company Americas, Deutsche Bank National Trust Company, Deutsche Bank AG and U.S. Bank National Association provides for the sale of the Resigning Trustee's portfolio (the "Portfolio") of specified securities including the Governing Instruments to the Successor, subject to receipt of all required consents.

WHEREAS, pursuant to the Governing Instruments, the Resigning Trustee desires to resign as the Trustee, the Authority desires to appoint the Successor as Trustee and the Successor desires to accept appointment as Trustee.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereto agree as follows:

ARTICLE I
SUCCESSION

Section 1.1 Resignation of Resigning Trustee. The Resigning Trustee resigns as the Trustee as of the close of business August 23, 2013 (the "Effective Date"). The Authority accepts such resignation and waives any required notice thereof.

Section 1.2 Appointment of Successor. The Authority with the consent of the City appoints the Successor to serve as Trustee, with all the authority, rights, powers and immunities vested in, and all duties and obligations binding on, the Trustee, on the Effective Date. All rights, powers, duties, immunities and obligations of the Trustee shall be vested in and undertaken by the Successor on and from the Effective Date.

Section 1.3 Acceptance of Appointment; Notice to Bondholders. The Successor accepts its appointment as Trustee by the Authority with all the authority, rights, powers and immunities vested in the Trustee and agrees to serve as Trustee and to perform the duties and obligations of the Trustee, on and from the Effective Date. The Successor agrees to notify the registered holders of the Bonds of the resignation of the Resigning Trustee and its appointment as Trustee to the extent, if any, and in the manner, if any, required by the relevant Governing Instruments. The Successor also agrees to notify the Authority and the City in the event of a change in the Effective Date.

Section 1.4 Assignment of Powers and Property; Delivery of Documents. The Resigning Trustee, hereby confirms and assigns to the Successor, in trust under the Governing Instruments, all property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee. The Resigning Trustee confirms that it has transferred to the Successor (a) all moneys, securities and other assets held under the relevant Governing Instruments, (b) all documents relating to the trust created by the relevant Governing Instruments.

Section 1.5 Further Assurances. The Resigning Trustee agrees, upon reasonable request of the Successor, to execute, acknowledge and deliver such further instruments of transfer and further assurances and to do such other things as may reasonably be required for more fully and certainly vesting and confirming in Successor all the property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee.

ARTICLE II
REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the Issuer. The Issuer hereby represents and warrants to the Successor as follows:

(a) the relevant Governing Instruments and the Bonds were validly and lawfully issued by the Issuer and constitute obligations of the Issuer enforceable as provided therein by the Successor, subject to laws affecting creditors' rights and equitable principles;

(b) the Issuer has performed or fulfilled each covenant, agreement and condition on its part to be performed or fulfilled under the Governing Instruments on or prior to the date hereof; and

(c) no event of default under the Governing Instruments has occurred and is continuing.

Section 2.2 Representations and Warranties of Resigning Trustee. Resigning Trustee hereby represents and warrants to Successor as follows:

(a) resigning Trustee is a national banking association, and is duly organized and existing under the laws of the United States of America;

(b) from March 14, 2013 until the date hereof, the Governing Instruments have not been amended or supplemented;

(c) from March 14, 2013 until the date hereof, Resigning Trustee has received no written notice of any event of default under the terms of the Governing Instruments; and

(d) to the knowledge of the officer of the Resigning Trustee who is responsible for the administration of the Governing Instruments, there is no suit, action, claim or proceeding pending or threatened against the Resigning Trustee related to the Bonds, the relevant Governing Instruments, or Resigning Trustee's administration of the trusts created under the Governing Instruments.

Section 2.3 Representations of Successor. The Successor hereby represents and warrants to Resigning Trustee and the Issuer as follows:

(a) The Successor is a national banking association, and is duly organized and existing under the laws of the United States of America; and

(b) The Successor is qualified and eligible to serve as Trustee under the Governing Instruments.

ARTICLE III
MISCELLANEOUS

Section 3.1 Applicable Law. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions; provided, however, that as between the Resigning Trustee and the Successor, this Agreement shall be governed by the laws of the State of New York, without regard to its conflict of laws provisions, PROVIDED, FURTHER, THAT IN NO EVENT SHALL ANY CONTROVERSY, CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT TO WHICH THE ISSUER IS MADE A PARTY BE ADJUDICATED OUTSIDE OF THE STATE OF CALIFORNIA, AND FOR THE PURPOSES OF SUCH CONTROVERSY, CLAIM OR DISPUTE TO WHICH THE ISSUER IS A PARTY, THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA.

Section 3.2 Counterparts. This Agreement may be executed in a number of counterparts, each of which shall constitute an original, but such counterparts shall together constitute but one and the same instrument.

Section 3.3 Preservation of Rights. Except as expressly provided herein, nothing contained in this Agreement shall in any way affect the obligations or rights of the Issuer, the Resigning Trustee, the Successor or any holder of the Bonds under the Governing Instruments. As between the Resigning Trustee and the Successor, nothing in this Agreement, express or implied, is intended or shall be construed to modify, expand or limit in any way the rights or obligations of the parties under, and the terms of, the Purchase Agreement.

Section 3.4 Severability. In the event any provisions of this Agreement shall be held invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.5 Survival of Obligations. Notwithstanding the resignation of the Resigning Trustee under the Governing Instruments, the Issuer shall remain obligated under the Governing Instruments to compensate, reimburse and indemnify the Resigning Trustee as provided in the Governing Instruments, and nothing contained in this Agreement shall in any way abrogate the obligations of the Issuer to the Resigning Trustee under the Governing Instruments or any lien created in favor of the Resigning Trustee thereunder.

Section 3.6 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Resigning Trustee, the Successor, and the Issuer and their respective successors and assigns.

Section 3.7 Amendments. This Agreement shall be amended only in a writing signed by the parties hereto.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto have executed this Agreement by their duly authorized corporate officers as of the date first above written.

CITY OF SUSANVILLE CALIFORNIA
as the City

By _____

_____
(print name and title above)

SUSANVILLE PUBLIC FINANCE AUTHORITY
as Authority and Issuer

By _____

_____
(print name and title above)

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
Dennis D. Gillespie
Its Director

U.S. BANK NATIONAL ASSOCIATION
as Successor

By _____
Terry McRoberts
Its Executive Vice President

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
John Robertson
Its Vice President

SCHEDULE 1

Susanville Public Finance Authority Refunding Revenue Bonds Senior Series 2010A and Subordinate Series 2010B

AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE

THIS AGREEMENT OF RESIGNATION, APPOINTMENT AND ACCEPTANCE (this "Agreement") dated as of June 3, 2013 by and among Deutsche Bank National Trust Company, a national banking association organized and existing under the laws of the United States of America (the "Resigning Trustee"), Susanville Public Finance Authority (the "Authority" and "Issuer"), City of Susanville California (the "City") and U.S. Bank National Association, a national banking association organized and existing under the laws of the United States of America (the "Successor").

WHEREAS, the Resigning Trustee, or its predecessor in interest, and the Issuer entered into the Indenture of Trust dated as of September 1, 2010, as amended and/or supplemented as well as any and all ancillary agreements (together to be known as the "Governing Instruments") pursuant to which the Issuer's bonds, as set forth on the attached Schedule 1 (the "Bonds"), were issued; and the Resigning Trustee has been acting in the capacities assigned to it by the Governing Instruments (all such applicable roles being hereinafter included in the term the "Trustee");

WHEREAS, the purchase agreement, dated as of March 14, 2013 as the same may be amended from time to time by and among Deutsche Bank Trust Company Americas, Deutsche Bank National Trust Company, Deutsche Bank AG and U.S. Bank National Association provides for the sale of the Resigning Trustee's portfolio (the "Portfolio") of specified securities including the Governing Instruments to the Successor, subject to receipt of all required consents.

WHEREAS, pursuant to the Governing Instruments, the Resigning Trustee desires to resign as the Trustee, the Authority desires to appoint the Successor as Trustee and the Successor desires to accept appointment as Trustee.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereto agree as follows:

ARTICLE I
SUCCESSION

Section 1.1 Resignation of Resigning Trustee. The Resigning Trustee resigns as the Trustee as of the close of business August 23, 2013 (the "Effective Date"). The Authority accepts such resignation and waives any required notice thereof.

Section 1.2 Appointment of Successor. The Authority with the consent of the City appoints the Successor to serve as Trustee, with all the authority, rights, powers and immunities vested in, and all duties and obligations binding on, the Trustee, on the Effective Date. All rights, powers, duties, immunities and obligations of the Trustee shall be vested in and undertaken by the Successor on and from the Effective Date.

Section 1.3 Acceptance of Appointment; Notice to Bondholders. The Successor accepts its appointment as Trustee by the Authority with all the authority, rights, powers and immunities vested in the Trustee and agrees to serve as Trustee and to perform the duties and obligations of the Trustee, on and from the Effective Date. The Successor agrees to notify the registered holders of the Bonds of the resignation of the Resigning Trustee and its appointment as Trustee to the extent, if any, and in the manner, if any, required by the relevant Governing Instruments. The Successor also agrees to notify the Authority and the City in the event of a change in the Effective Date.

Section 1.4 Assignment of Powers and Property; Delivery of Documents. The Resigning Trustee, hereby confirms and assigns to the Successor, in trust under the Governing Instruments, all property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee. The Resigning Trustee confirms that it has transferred to the Successor (a) all moneys, securities and other assets held under the relevant Governing Instruments, (b) all documents relating to the trust created by the relevant Governing Instruments.

Section 1.5 Further Assurances. The Resigning Trustee agrees, upon reasonable request of the Successor, to execute, acknowledge and deliver such further instruments of transfer and further assurances and to do such other things as may reasonably be required for more fully and certainly vesting and confirming in Successor all the property, rights, powers, duties, trusts, immunities and obligations of the Resigning Trustee as Trustee.

ARTICLE II
REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the Issuer. The Issuer hereby represents and warrants to the Successor as follows:

(a) the relevant Governing Instruments and the Bonds were validly and lawfully issued by the Issuer and constitute obligations of the Issuer enforceable as provided therein by the Successor, subject to laws affecting creditors' rights and equitable principles;

(b) the Issuer has performed or fulfilled each covenant, agreement and condition on its part to be performed or fulfilled under the Governing Instruments on or prior to the date hereof; and

(c) no event of default under the Governing Instruments has occurred and is continuing.

Section 2.2 Representations and Warranties of Resigning Trustee. Resigning Trustee hereby represents and warrants to Successor as follows:

(a) resigning Trustee is a national banking association, and is duly organized and existing under the laws of the United States of America;

(b) from March 14, 2013 until the date hereof, the Governing Instruments have not been amended or supplemented;

(c) from March 14, 2013 until the date hereof, Resigning Trustee has received no written notice of any event of default under the terms of the Governing Instruments; and

(d) to the knowledge of the officer of the Resigning Trustee who is responsible for the administration of the Governing Instruments, there is no suit, action, claim or proceeding pending or threatened against the Resigning Trustee related to the Bonds, the relevant Governing Instruments, or Resigning Trustee's administration of the trusts created under the Governing Instruments.

Section 2.3 Representations of Successor. The Successor hereby represents and warrants to Resigning Trustee and the Issuer as follows:

(a) The Successor is a national banking association, and is duly organized and existing under the laws of the United States of America; and

(b) The Successor is qualified and eligible to serve as Trustee under the Governing Instruments.

ARTICLE III
MISCELLANEOUS

Section 3.1 Applicable Law. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions; provided, however, that as between the Resigning Trustee and the Successor, this Agreement shall be governed by the laws of the State of New York, without regard to its conflict of laws provisions, PROVIDED, FURTHER, THAT IN NO EVENT SHALL ANY CONTROVERSY, CLAIM OR DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT TO WHICH THE ISSUER IS MADE A PARTY BE ADJUDICATED OUTSIDE OF THE STATE OF CALIFORNIA, AND FOR THE PURPOSES OF SUCH CONTROVERSY, CLAIM OR DISPUTE TO WHICH THE ISSUER IS A PARTY, THIS AGREEMENT SHALL BE GOVERNED BY THE LAWS OF THE STATE OF CALIFORNIA.

Section 3.2 Counterparts. This Agreement may be executed in a number of counterparts, each of which shall constitute an original, but such counterparts shall together constitute but one and the same instrument.

Section 3.3 Preservation of Rights. Except as expressly provided herein, nothing contained in this Agreement shall in any way affect the obligations or rights of the Issuer, the Resigning Trustee, the Successor or any holder of the Bonds under the Governing Instruments. As between the Resigning Trustee and the Successor, nothing in this Agreement, express or implied, is intended or shall be construed to modify, expand or limit in any way the rights or obligations of the parties under, and the terms of, the Purchase Agreement.

Section 3.4 Severability. In the event any provisions of this Agreement shall be held invalid or unenforceable, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 3.5 Survival of Obligations. Notwithstanding the resignation of the Resigning Trustee under the Governing Instruments, the Issuer shall remain obligated under the Governing Instruments to compensate, reimburse and indemnify the Resigning Trustee as provided in the Governing Instruments, and nothing contained in this Agreement shall in any way abrogate the obligations of the Issuer to the Resigning Trustee under the Governing Instruments or any lien created in favor of the Resigning Trustee thereunder.

Section 3.6 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Resigning Trustee, the Successor, and the Issuer and their respective successors and assigns.

Section 3.7 Amendments. This Agreement shall be amended only in a writing signed by the parties hereto.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto have executed this Agreement by their duly authorized corporate officers as of the date first above written.

CITY OF SUSANVILLE CALIFORNIA
as the City

By _____

_____
(print name and title above)

SUSANVILLE PUBLIC FINANCE AUTHORITY
as Authority and Issuer

By _____

_____
(print name and title above)

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
Dennis D. Gillespie
Its Director

U.S. BANK NATIONAL ASSOCIATION
as Successor

By _____
Terry McRoberts
Its Executive Vice President

DEUTSCHE BANK NATIONAL TRUST COMPANY
as Resigning Trustee

By _____
John Robertson
Its Vice President

SCHEDULE 1

Susanville Public Finance Authority Refunding Revenue Bonds Senior Series 2010A and Subordinate Series 2010B

F-2004.1-1.

U.S. BANK NATIONAL ASSOCIATION
MONEY MARKET ACCOUNT AUTHORIZATION FORM
DESCRIPTION AND TERMS

The U.S. Bank Money Market account is a U.S. Bank National Association ("U.S. Bank") interest-bearing money market deposit account designed to meet the needs of U.S. Bank's Corporate Trust Services Escrow Group and other Corporate Trust customers of U.S. Bank. Selection of this investment includes authorization to place funds on deposit and invest with U.S. Bank.

U.S. Bank uses the daily balance method to calculate interest on this account (actual/365 or 366). This method applies a daily periodic rate to the principal balance in the account each day. Interest is accrued daily and credited monthly to the account. Interest rates are determined at U.S. Bank's discretion, and may be tiered by customer deposit amount.

The owner of the account is U.S. Bank as Agent for its trust customers. U.S. Bank's trust department performs all account deposits and withdrawals. Deposit accounts are FDIC Insured per depositor, as determined under FDIC Regulations, up to applicable FDIC limits.

AUTOMATIC AUTHORIZATION

In the absence of specific written direction to the contrary, U.S. Bank is hereby directed to invest and reinvest proceeds and other available moneys in the U.S. Bank Money Market Account. The U.S. Bank Money Market Account is a permitted investment under the operative documents and this authorization is the permanent direction for investment of the moneys until notified in writing of alternate instructions.

Susanville Public Finance Authority
2010 Refunding Revenue Bonds
Senior Series A and Subordinate Series B
(Utility Enterprises Project)
Company Name

_____
Signature of Authorized Directing Party

S55071
Trust Account Number – includes existing
and future sub-accounts unless otherwise directed

_____
Title / Date

AGENDA ITEM NO. 12A

Reviewed by: City Administrator
City Attorney

___ Motion Only
___ Public Hearing
___ Resolution
___ Ordinance
___ Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Refinancing of Outstanding Side Fund

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Update regarding refinancing of outstanding side fund obligations of the City to the CalPERS retirement system

The City is moving forward with the necessary legal filings and is currently working with UMQUA Bank to complete the underwriting process so that the loan can close as quickly as possible after the appeal period is complete. Due to recent statements made by the Federal Reserve and positive national employment data interest rates have increased significantly in the last month. Unfortunately the UMPQUA loan did not allow for a rate lock. The documents approved by the City Council included a not to exceed interest rate of 4.75% for the loan. Based on the increase in the interest rates we received a revised summary and rate estimate which shows a rate of 4.75% which is currently at our not to exceed amount. Any further increase would require additional action from the Council in order to proceed. The increased rate is still competitive and will provide long term savings but at the revised level it is not likely to yield any short term budget savings. Staff is proposing that we move forward with the underwriting and explore alternative repayment options in the event that institutional lending rates continue to increase.

FISCAL IMPACT: Unknown at this time

ACTION REQUESTED: Direction to staff

ATTACHMENTS: 2013 CalPERS Side Fund Refinancing Summary

CITY OF SUSANVILLE
2013 CalPERS Side Fund Refunding (Miscellaneous & Safety Plan)
Umpqua Bank
Summary as of July 9, 2013

	10-Year Reset Refunding Results	
REFUNDING LOAN		
Loan Payoff Amount @ 9/30/2013	4,793,095	
Costs of Issuance	108,905	
Par Amount	4,902,000	
Arbitrage Yield	4.75% [1]	
All-In True Interest Cost	5.07%	
Final Maturity	6/30/2028	
TOTAL DEBT SERVICE		
Refunding Loan	6,994,636	
Existing [2]	7,585,387	
Savings	590,751	7.79%
Net Present Value Savings	359,079	7.49%
AVERAGE FISCAL YEAR DEBT SERVICE		
Refunding Loan	476,906	
Existing [2]	517,184	
Savings	40,278	

[1] Rate is fixed for 10 years. After that, the City can payoff the loan, refinance the loan with another lender, or refinance the loan with the existing lender. The existing lender would offer to refinance the loan based on a similar term Treasury plus a spread. This rate would be calculated as of the date reset in 10 years. We used a rate of 4.75% for the full term of the Side Fund obligation for this analysis. Average annual savings are $40,278 or $590,751 in total. However, the rate is only locked for the first 10 years, so the savings are only known for that time. The savings for the remaining five years will vary depending on the rate and reset/refinance structure after year 10. There would be about $2,286,000 outstanding after year 10.

[2] Based on a rollforward of CalPERS Actuarial Report. The rollforward is based on "PERSable" payroll for the last 3 fiscal years, projections for FYE 2013-2015, and the last two CalPERS Valuation Reports (dated/delivered October 2012 and 2011). Also includes changes to the growth and earnings rates implemented by CalPERS in March 2012. Savings are calculated by comparing estimated existing side fund payments to payments on the new refunding loan. Many factors affect the existing side fund payment estimate including projected payroll and any change that CalPERS may implement relating to growth and contribution rates or recently enacted pension reform. Savings are based on current market and CalPERS methodology, but are subject to change.

Sources and Uses of Funds
City of Susanville
2013 CalPERS Side Fund Refunding (Safety & Misc. Plans) 10-Year Option

Sources:		
Bond Proceeds:		
	Par Amount	4,902,000.00
		4,902,000.00
Uses:		
Project Fund Deposits:		
	Safety Plan Payoff at 9/30/2013	2,563,718.00
	Miscellaneous Payoff at 9/30/2013	2,229,377.00
		4,793,095.00
Delivery Date Expenses:		
	Cost of Issuance	108,735.30
Other Uses of Funds:		
	Rounding	169.70
		4,902,000.00

AGENDA ITEM NO. 12B

Reviewed by: City Administrator
City Attorney

_X_ Motion Only
____ Public Hearing
____ Resolution
____ Ordinance
____ Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Sierra Community Park

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: At the June 19, 2013 meeting the City Council approved the Environmental Review Documentation (Mitigated Negative Declaration) for the Sierra Community Park project and directed staff to file a Notice of Determination for the project. This action completed the first contract between the City and the Department of Parks and Recreation and the State was notified that the Environmental review was complete. The Mitigated Negative Declaration identified potential impacts on the site that would require modification of the layout.

Due to the design modification and a number of other factors it was decided to bring this item back to the City Council at the July 17th meeting to discuss the future of the park. If the City wishes to proceed with the park, the attached contract will need to be approved and returned to the Department of Parks and Recreation by July 31. If the City decides not to proceed with the project we will notify the State that we are unable to proceed at this time.

FISCAL IMPACT: None at this time

ACTION REQUESTED: Motion to approve Contract amendment with the Department of Parks and Recreation and authorize Mayor to sign.

ATTACHMENTS: Notice of Determination
Contract Amendment

Notice of Determination

Appendix D

To:

☒ Office of Planning and Research

U.S. Mail: P.O. Box 3044, Sacramento, CA 95812-3044

Street Address: 1400 Tenth St., Rm 113, Sacramento, CA 95814

☒ County Clerk
County of: Lassen
Address: 220 S. Lassen Street, Suite 5
Susanville, CA 96130

From:
Public Agency: City of Susanville
Address: 66 North Lassen Street
Susanville, CA 96130
Contact: Craig Sanders
Phone: (530) 252-5104

Lead Agency (if different from above):
Address:
Contact:
Phone:

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

FILED
JUN 21 2013
JULIE BUSTAMANTE
LASSEN COUNTY CLERK
By _____ Deputy

State Clearinghouse Number (if submitted to State Clearinghouse): 2013012082

Project Title: Sierra Community Park Project

Project Applicant: City of Susanville

Project Location (include county): Susanville, Lassen County, CA

Project Description:
The City of Susanville (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.

This is to advise that the City of Susanville (☒ Lead Agency or ☐ Responsible Agency) has approved the above described project on June 19, 2013 (date) and has made the following determinations regarding the above described project.

1. The project [☐ will ☒ will not] have a significant effect on the environment.
2. ☐ An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
   ☒ A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures [☒ were ☐ were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan [☒ was ☐ was not] adopted for this project.
5. A statement of Overriding Considerations [☐ was ☒ was not] adopted for this project.
6. Findings [☒ were ☐ were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:
66 North Lassen Street, Susanville, CA 96130

Signature (Public Agency): Craig Sanders Title: City Planner

Date: June 19, 2013 Date Received for filing at OPR: _____

Authority cited: Sections 21083, Public Resources Code.
Reference Section 21000-21174, Public Resources Code.

Revised 2011

State of California • Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION
P.O. Box 942896 • Sacramento, CA 94296-0001

Edmund G. Brown Jr., Governor
Major General Anthony L. Jackson, USMC (Ret), Director

July 1, 2013

Jared G. Hancock
City Administrator
City of Susanville
66 North Lassen Street
Susanville, CA 96130-3904

Re: Contract Number: C6905059

Dear Mr. Hancock,

Enclosed is a contract amendment, increasing the contract to the awarded amount, for the above-referenced project. Please sign and return it within 30 days. We will send you a copy after it is signed by the State. Please remember that your project must comply with all applicable state and federal laws and regulations including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and the laws and codes pertaining to individuals with disabilities.

If you have any questions, please contact me at (916) 651-8578 or email me at lvigil@parks.ca.gov.

Sincerely,

Lisa Vigil
Project Officer

Enclosure

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

AMENDMENT TO CONTRACT

Contract No. C6905059 Amendment No. 1

THIS AMENDMENT is hereby made and agreed upon by the State of California, acting through the Director of the Department of Parks and Recreation and by the City of Susanville

The State and, City of Susanville in mutual consideration of the promises made herein and in the contract in which this is an amendment, do promise as follows:

GRANT PERFORMANCE PERIOD is from July 01, 2011 through June 30, 2019

CONTRACT PERFORMANCE PERIOD is from July 01, 2011 through June 30, 2041

PROJECT TITLE Sierra Community Park APPLICATION NUMBER SW-18-001

The GRANTEE agrees to the terms and conditions of this contract, hereinafter referred to as AGREEMENT, and the State of California, acting through its Director of Parks and Recreation, pursuant to the State of California, agrees to fund the total State grant amount indicated below. The GRANTEE agrees to complete the GRANT SCOPE as defined in the GRANT SCOPE /Cost Estimate Form of the APPLICATION filed with the State of California referenced by the application number indicated above.

Total State grant amount not to exceed $2,129,000

The General and Special Provisions attached are made a part of and incorporated into this Contract Amendment.

In all other respects, the contract of which this is an amendment, and the terms and conditions if relevant thereto, shall remain in full force and effect. In witness whereof the parties hereto have executed this amendment as of the date entered below.

Applicant: City of Susanville

By _____

Title Mayor
Applicant's Authorized Representative as shown in Resolution

Date _____

STATE DEPARTMENT OF PARKS AND RECREATION

By _____

Date _____

State of California – Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

CERTIFICATION OF FUNDING
(FOR STATE USE ONLY)

<table>
<tr><td>CONTRACT NO
C6905059</td><td>AMENDMENT NO
1</td><td colspan="2">CALSTRS VENDOR NO
000000403200</td><td colspan="3">PROJECT NO
SW-18-001</td></tr>
<tr><td colspan="2">AMOUNT ENCUMBERED BY THIS DOCUMENT
$2,029,000</td><td colspan="5">FUND
SAFE DRINKING WTR, COASTAL PROTECTION FUND OF 2006</td></tr>
<tr><td colspan="2">PRIOR AMOUNT ENCUMBERED BY THIS CONTRACT
$100,000</td><td colspan="2">ITEM
3790-102-6051(1)</td><td>CHAPTER
33/11</td><td>STATUTE
11</td><td>FISCAL YEAR
2012/13</td></tr>
<tr><td colspan="2">TOTAL AMOUNT ENCUMBERED TO DATE
$2,129,000</td><td>INDEX
1091</td><td>OBJ. EXPEND
702</td><td>PCA
65101</td><td colspan="2">PROJECT/WORK PHASE</td></tr>
<tr><td>T.B.A. NO</td><td colspan="6">I hereby certify upon my own personal knowledge that budgeted funds are available for this encumbrance.</td></tr>
<tr><td>B.R. NO</td><td colspan="5">SIGNATURE OF ACCOUNTING OFFICER</td><td>DATE</td></tr>
</table>

I. RECITALS

1. This AGREEMENT is entered into between the California Department of Parks and Recreation (hereinafter referred to as "GRANTOR," or "STATE") and City of Susanville (hereinafter referred to as "GRANTEE").

2. The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 authorizes STATE to award grants to eligible entities for the purpose of Division 43 of the Public Resources Code.

3. Pursuant to the Statewide Park Development and Community Revitalization Act of 2008, STATE is authorized to oversee and manage grants to eligible entities for the purposes stated within its provisions. Funding for this three hundred sixty eight million ($368 million) grant program was made available through the Sustainable Communities and Climate Change Reduction chapter in Proposition 84. (Public Resources Code Division 43, Chapter 9, §75065(b).

4. Pursuant to the Proposition 84 2006 Bond Act, STATE is authorized to oversee and manage grants to eligible entities for the purposes stated within its provisions. Funding for the ninety three million ($93 million) Nature Education Facilities Program grant program was made available through the Parks and Nature Education Facilities chapter in Proposition 84. (Public Resources Code Division 43, Chap. 8, §75063 (b).

5. Sustainable Communities and Climate Change Reduction chapter in Proposition 84. (Public Resources Code Division 43, Chapter 9, §75065(b)., STATE is authorized to oversee and manage grants to eligible entities for the purposes stated within its provisions. Funding for this three hundred sixty eight million ($368 million) grant program was made available through the Sustainable Communities and Climate Change Reduction chapter in Proposition 84. (Public Resources Code Division 43, Chapter 9, §75065(b).

6. The STATE hereby grants to GRANTEE a sum (hereinafter referred to as "GRANT MONIES") not to exceed $2,129,000, subject to the terms and conditions of this AGREEMENT, the GUIDES, any legislation applicable to the ACT, and the APPLICATION.

7. In consideration thereof GRANTEE agrees to abide by the terms and conditions of this AGREEMENT as well as the provisions of the ACT. GRANTEE acknowledges that the GRANT MONIES are not a gift or a donation.

8. In addition to the terms and conditions of this AGREEMENT, the parties agree that the terms and conditions contained in the documents set forth below are hereby incorporated into and made part of this AGREEMENT.

    a. The GRANT ADMINISTRATION GUIDE;
    b. The APPLICATION GUIDE;
    c. The submitted APPLICATION.

II. GENERAL PROVISIONS

A. Definitions

As used in this AGREEMENT, the following words shall have the following meanings:

1. The term "ACT" means the statutory basis for these grant programs.
2. The term "APPLICATION" means the individual project application packet for a grant pursuant to the enabling legislation and/or grant program process guide requirements.
3. The term "ACQUISITION" means to obtain fee title of real property or a permanent easement which provides the recipient permanent rights to use the property for the purposes of the project. Leases or rentals do not constitute ACQUISITION.
4. The term "CONTRACT PERFORMANCE PERIOD" means the period of time described in Section 1 of this AGREEMENT.
5. The term "COMPETITIVE GRANT PROGRAM" means the Statewide Park Program or Nature Education Facilities Program.
6. The term "DEVELOPMENT" means capital improvements to real property by means of construction of permanent or fixed features of the property.
7. The term "GRANT PERFORMANCE PERIOD" means the period of time described in the contract face sheet during which eligible costs can be charged to the grant and which begins on the date of appropriation and ends on the fund liquidation date.
8. The term "GRANT SCOPE" means the items listed in the GRANT SCOPE/Cost Estimate Form found in the APPLICATION.
9. The term "GUIDES" means the documents identified as the "Application Guide for the Statewide Park Development and Community Revitalization Act of 2008", or the "Application Guide for the Nature Education Facilities Program" and the "Grant Administration Guide". The GUIDES provide the procedures and policies controlling the administration of the grant.
10. The term "PROJECT TERMINATION" refers to the non-completion of a GRANT SCOPE.

B. Project Execution

1. Subject to the availability of GRANT MONIES in the ACT, the STATE hereby grants to the GRANTEE a sum of money not to exceed the amount stated in Section I of this AGREEMENT, in consideration of, and on condition that, the sum be expended in carrying out the purposes set forth in the GRANT SCOPE, and under the terms and conditions set forth in this AGREEMENT.

The GRANTEE shall assume the obligation to furnish any additional funds that may be necessary to complete the GRANT SCOPE.

2. After STATE has approved the APPLICATION, all changes and alterations to the GRANT SCOPE must be approved in writing by the STATE. GRANTEE'S failure to comply with this provision may be construed as a breach of the terms of the AGREEMENT and result in the termination of the project.

   To maintain the integrity of the COMPETITIVE GRANT PROGRAM, the GRANTEE agrees that any other project changes or alterations which deviate from the intent of the project selection criteria provided by the GRANTEE in the original competitive APPLICATION must be submitted in writing to the STATE for prior approval.

3. The GRANTEE shall complete the GRANT SCOPE in accordance with the time of the GRANT PERFORMANCE PERIOD set forth in the contract face sheet, and under the terms and conditions of this contract.

4. The GRANTEE shall comply with the California Environmental Quality Act (Public Resources Code, Section 21000, et. seq., Title 14, California Code of Regulations, Section 15000 et. seq.).

5. The GRANTEE shall at all times comply with all applicable current laws and regulations affecting ACQUISITION and DEVELOPMENT projects, including, but not limited to, legal requirements for construction contracts, building codes, health and safety codes, and laws and codes pertaining to individuals with disabilities, including but not limited to the Americans With Disabilities Act of 1990 (42 U.S.C. §12101 et.seq.) and the California Unruh Act (California Civil Code §51 et seq.)

6. If the GRANT SCOPE includes ACQUISITION of real property, the GRANTEE agrees to comply at all times with all applicable State and local laws or ordinances affecting relocation and real property ACQUISITION.

7. GRANTEE agrees that lands acquired with GRANT MONIES shall not be acquired through the use of eminent domain.

C. Project Costs

1. GRANTEE agrees to abide by the GUIDES.

2. GRANTEE acknowledges that the STATE may make reasonable changes to its procedures as set forth in the GUIDES. If the STATE makes any changes to its procedures and guidelines, STATE agrees to notify GRANTEE within a reasonable time.

D. Project Administration

1. If GRANT MONIES are advanced for ACQUISITION projects, the GRANT MONIES shall be placed in an escrow account. If GRANT MONIES are advanced and not expended, the unused portion of the advanced funds shall be returned to the STATE within 60 days after the close of escrow.

2. If GRANT MONIES are advanced for DEVELOPMENT projects, the advanced funds shall be placed in an interest bearing account until expended. Advanced funds must be spent within six months from the date of receipt, unless the STATE waives this requirement. Interest earned on the advanced funds shall be used on the project as approved by the STATE. If GRANT MONIES are advanced and not expended, the unused portion of the grant and any interest earned shall be returned to the STATE within 60 days after project completion or end of the GRANT PERFORMANCE PERIOD whichever is earlier.

3. The GRANTEE shall submit written project status reports within 30 calendar days after the STATE has made such a request. In any event, the GRANTEE shall provide the STATE a report showing total final project expenditures within 60 days of project completion or the end of the GRANT PERFORMANCE PERIOD, whichever is earlier. The GRANT PERFORMANCE PERIOD is identified in the contract face sheet.

4. The STATE shall have the right to inspect all property or facilities acquired and/or developed pursuant to this contract and the GRANTEE shall make said property available for inspection upon 24 hours notice from the STATE

5. The GRANTEE and the STATE agree that if the GRANT SCOPE includes DEVELOPMENT, final payment may not be made until the work described in the GRANT SCOPE is complete.

6. Any grant funds that have not been expended by the GRANTEE shall revert to the STATE.

E. Project Termination

1. In the event of non-completion of a GRANT SCOPE, the STATE may request the return of any grant funds advanced or reimbursed. Any grant funds that have not been expended by the GRANTEE shall revert to the STATE.

2. Unless the provisions of this AGREEMENT provide otherwise, after encumbrance, this contract may be rescinded, modified or amended only by mutual written agreement between the GRANTEE and the STATE, unless the provisions of this AGREEMENT provide that mutual agreement is not required.

3. Failure by the GRANTEE to comply with the terms of this AGREEMENT as well as any other grant contracts, specified or general, that GRANTEE has entered into with STATE, may be cause for suspension of all obligations of the STATE unless the STATE determines that such failure was due to no fault of the GRANTEE. In such case, STATE may reimburse GRANTEE for eligible costs properly incurred in performance of this AGREEMENT despite non-performance of the GRANTEE. To qualify for such reimbursement, GRANTEE agrees to mitigate its losses to the best of its ability.

4. Because the benefit to be derived by the STATE, from the full compliance by the GRANTEE with the terms of this contract, is the preservation, protection and net

increase in the quantity and quality of parks, public recreation facilities, opportunities and/or historical resources available to the people of the State of California and because such benefit exceeds to an immeasurable and unascertainable extent, the amount of money furnished by the STATE by way of GRANT MONIES under the provisions of this contract, the GRANTEE agrees that payment by the GRANTEE to the STATE of an amount equal to the amount of the GRANT MONIES disbursed under this AGREEMENT by the STATE would be inadequate compensation to the STATE for any breach by the GRANTEE of this AGREEMENT. The GRANTEE further agrees therefore, that in addition to compensatory damages, the appropriate remedy in the event of a breach of this AGREEMENT by the GRANTEE shall be the specific performance of this contract, unless otherwise agreed to by the STATE.

F. Budget Contingency Clause

For purposes of this program, if funding for any fiscal year is reduced or deleted by the budget act, executive order, the legislature, or by any other provision of statute, the STATE shall have the option to either cancel this contract with no liability occurring to the STATE, or offer a contract amendment to GRANTEE to reflect a reduced grant amount. This Paragraph shall not require the mutual agreement as addressed in Paragraph E, subsection 2, of this AGREEMENT.

G. Indemnity

1. The GRANTEE shall waive all claims and recourse against the STATE including the right to contribution for loss or damage to persons or property arising from, growing out of or in any way connected with or incident to this contract except claims arising from the concurrent or sole negligence of the STATE, its officers, agents, and employees.

2. To the fullest extent of the law, the GRANTEE shall indemnify, hold harmless and defend the STATE, its officers, agents and employees against any and all claims, demands, damages, costs, expenses or liability costs arising out of the ACQUISITION, DEVELOPMENT, construction, operation or maintenance of the property described as the project which claims, demands or causes of action arise under California Government Code Section 895.2 or otherwise except for liability arising out of the concurrent or sole negligence of the STATE, its officers, agents, or employees.

3. The GRANTEE agrees that in the event the STATE is named as codefendant under the provisions of California Government Code Section 895 et. seq., the GRANTEE shall notify the STATE of such fact and shall represent the STATE in the legal action unless the STATE undertakes to represent itself as codefendant in such legal action in which event the STATE shall bear its own litigation costs, expenses, and attorney's fees.

4. The GRANTEE and the STATE agree that in the event of judgment entered against the STATE and the GRANTEE because of the concurrent negligence of the STATE and the GRANTEE, their officers, agents, or employees, an apportionment of liability to pay

such judgment shall be made by a court of competent jurisdiction. Neither party shall request a jury apportionment.

5. The GRANTEE shall indemnify, hold harmless and defend the STATE, its officers, agents and employees against any and all claims, demands, costs, expenses or liability costs arising out of legal actions pursuant to items to which the GRANTEE has certified. The GRANTEE acknowledges that it is solely responsible for compliance with items to which it has certified.

H. Financial Records

1. The GRANTEE shall maintain satisfactory financial accounts, documents and records for the project and to make them available to the STATE for auditing at reasonable times. The GRANTEE also agrees to retain such financial accounts, documents and records for five years following project termination or final payment, whichever is later.

2. The GRANTEE shall keep such records as the STATE shall prescribe, including records which fully disclose (a) the disposition of the proceeds of STATE funding assistance, (b) the total cost of the project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the project cost supplied by other sources, and (d) any other such records that will facilitate an effective audit.

3. The GRANTEE agrees that the STATE shall have the right to inspect and make copies of any books, records or reports pertaining to this contract or matters related thereto during regular office hours. The GRANTEE shall maintain and make available for inspection by the STATE accurate records of all of its costs, disbursements and receipts with respect to its activities under this contract. Such accounts, documents, and records shall be retained by the GRANTEE for 5 years following final payment.

4. The GRANTEE shall use a generally accepted accounting system.

I. Use of Facilities

1. The GRANTEE agrees to operate and maintain any property acquired or developed with the GRANT MONIES for the duration of the CONTRACT PERFORMANCE PERIOD.

2. The GRANTEE agrees that during the CONTRACT PERFORMANCE PERIOD, any income earned by the GRANTEE from a STATE approved non-recreational use of the project shall be used for recreational purposes at the project, or, if approved by the STATE, for recreational purposes within the GRANTEE's jurisdiction.

3. All facilities shall have operating hours consistent with the times proposed in the APPLICATION and be open to members of the public in accordance with the project selection criteria in the APPLICATION, unless otherwise granted permission by the State and except as noted under the special provisions of this AGREEMENT or under provisions of the enabling legislation and/or grant program.

4. The GRANTEE agrees that for the duration of the CONTRACT PERFORMANCE PERIOD, any property acquired or developed with GRANT MONIES under this AGREEMENT shall be used only for the purposes of the grant and consistent with the GRANT SCOPE referenced in the APPLICATION unless prior written approval is given by the State.

5. The GRANTEE agrees to use any property acquired or developed with GRANT MONIES under this AGREEMENT only for the purposes of the grant and no other use, sale, or other disposition shall be permitted except as authorized by a specific act of the legislature in which event the property shall be replaced by the grantee with property of equivalent value and usefulness as determined by STATE.

6. The property acquired or developed may be transferred to another eligible entity only if the successor entity assumes the obligations imposed under this AGREEMENT and with written approval of the STATE.

7. Any real Property (including any portion of it or any interest in it) may not be used as security for any debt or mitigation, without the written approval of the State of California, acting through the DPR, or its successor, provided that such approval shall not be unreasonably withheld as long as the purposes for which the Grant was awarded are maintained. Any such permission that is granted does not make DPR a guarantor or a surety for any debt or mitigation, nor does it waive DPR's rights to enforce performance under the Grant Contract.

8. All real property, or rights thereto, acquired with GRANT MONIES shall be subject to an appropriate form of restrictive title, rights, or covenants approved by the STATE. If the project property is taken by use of eminent domain, GRANTEE shall reimburse STATE an amount at least equal to the amount of GRANT MONIES received from STATE or the pro-rated full market value of the real property, including improvements, at the time of sale, whichever is higher.

9. If eminent domain proceedings are initiated against GRANTEE, GRANTEE shall notify STATE within 10 days of receiving the complaint.

J. Nondiscrimination

1. The GRANTEE shall not discriminate against any person on the basis of sex, race, creed, color, national origin, age, religion, ancestry, sexual orientation, disability, medical condition, or marital status in the use of a specific facility included in the GRANT SCOPE.

2. The GRANTEE shall not discriminate against any person on the basis of residence, and shall not apply differences in admission or other fees on the basis of residence. Fees shall be reasonable and not unduly prevent use by economically disadvantaged members of the public.

K. Severability

If any provision of this AGREEMENT or the application thereof is held invalid, that invalidity shall not affect other provisions or applications of the AGREEMENT which can be given effect without the invalid provision or application, and to this end the provisions of this contract are severable.

L. Liability

STATE assumes no responsibility for assuring the safety of construction, site improvements or programs related to the GRANT SCOPE. The STATE'S rights under this AGREEMENT to review, inspect and approve the GRANT SCOPE and any final plans of implementation shall not give rise to any warranty or representation that the GRANT SCOPE and any plans or improvements are free from hazards or defects.

M. Assignability

Without the written consent of the STATE, the GRANTEE'S interest in and responsibilities under this AGREEMENT shall not be assignable by the GRANTEE either in whole or in part.

N. Section Headings

The headings and captions of the various sections of this AGREEMENT have been inserted only for the purpose of convenience and are not a part of this AGREEMENT and shall not be deemed in any manner to modify, explain, or restrict any of the provisions of this AGREEMENT.

O. Waiver

Any failure by a party to enforce its rights under this AGREEMENT, in the event of a breach, shall *not* be construed as a waiver of said rights; and the waiver of any breach under this AGREEMENT shall *not* be construed as a waiver of any subsequent breach.

City of Susanville
Grantee

By:_____
Signature of Authorized Representative (Position Authorized in the Resolution)

Title: Mayor

Date: _____

AGENDA ITEM NO. 13A

Reviewed by: City Administrator
City Attorney

___ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
XX Information

Submitted by: Gwenna MacDonald

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Fourth of July Event Report

PRESENTED BY: Theodore Friedline, Fire Chief and Tom Downing, Police Chief

SUMMARY: An oral update will be given regarding Fourth of July activities.

FISCAL IMPACT: N/A

ACTION REQUESTED: Information Only

ATTACHMENTS: None

AGENDA ITEM NO. 13B

Reviewed by: ___ City Administrator
___ City Attorney

___ Motion only
___ Public Hearing
___ Resolution
___ Ordinance
XX Information

Submitted by: Gwenna MacDonald

Action Date: July 17, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Main Street Water Project Update

PRESENTED BY: Craig Platt, Public Works Director

SUMMARY: An oral update will be given regarding the Main Street Water Project. Staff will provide documentation to modify the scope of the project at the meeting.

FISCAL IMPACT: N/A

ACTION REQUESTED: Information Only

ATTACHMENTS: None