
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 COMMUNITY DEVELOPMENT AGENCY SUSANVILLE MUNICIPAL ENERGY CORPORATION SUSANVILLE PUBLIC FINANCING AUTHORITY

Susanville City Council
Regular Meeting ♦ City Council Chambers
November 20, 2013 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 13-5011

Next Ordinance No. 13-0995

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: SPOA: 2013/2014
- 2 Overtime Language Modification
- 3 Employee Status Report

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

C PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – pursuant to Government Code §54957

D PUBLIC EMPLOYMENT – pursuant to Government Code Section 54957:

- 1 Approved Position List

4 RETURN TO OPEN SESSION: (recess if necessary)

- *Reconvene in open session at 7:00 p.m.*
- *Pledge of allegiance*
- *Report any changes to agenda*
- *Report any action out of Closed Session*
- *Moment of Silence or Thought for the Day: Councilmember McBride*
- *Proclamations, awards or presentations by the City Council:*
 - 1. *Certificate of Recognition: Craig Lima*

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 October 16, 2013 meeting
- B Approve vendor warrants numbered 89399 through 89492 for a total of \$165,268.97
- C Receive and file Finance Report: October 2013
- D Receive and file Treasurers Report: October 2013

7 **PUBLIC HEARINGS:** No business.

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

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of **Resolution No. 13-5008** authorizing application for funding through the CA Department of Public Health Safe Drinking Water State Revolving Fund Program

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

11 **SUSANVILLE MUNICIPAL ENERGY CORPORATION:**

- A Call meeting to order; roll call of Directors present
- B Scheduled matters:
 - 1 Annual Report: Solicit and consider comments relative to the annual SMEC report

12 **CONTINUING BUSINESS:**

- A Consider approval of **Resolution No. 13-5009** amending contract for services with Greendot Transportation Solutions

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Law Enforcement Shooting Range – *T. Downing*

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

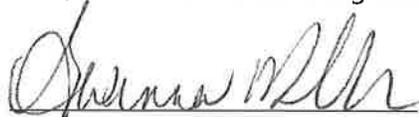
15 **ADJOURNMENT:**

- *The next regular City Council meeting will be held on December 4, 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 November 20, 2013 in the areas designated on November 15, 2013.


Gwenna MacDonald, City Clerk

Reviewed by: ~~YAH~~ City Administrator
 City Attorney

 X Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: November 20, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's October 16, 2013 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's October 16, 2013 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's October 16, 2013 meeting.

ATTACHMENTS: Minutes: October 16, 2013

**SUSANVILLE CITY COUNCIL
SUSANVILLE COMMUNITY DEVELOPMENT AGENCY
SUSANVILLE MUNICIPAL ENERGY CORPORATION
SUSANVILLE PUBLIC FINANCING AUTHORITY
Regular Meeting Minutes
October 16, 2013 – 6:00 p.m.
City Council Chambers 66 North Lassen Street Susanville CA 96130**

Meeting was called to order at 6:00 p.m. by Mayor pro tem Wilson.

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

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

1 APPROVAL OF AGENDA:

Motion by Councilmember Callegari, second by Councilmember McBride to approve the agenda as submitted; motion carried.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: There were no comments.

3 CLOSED SESSION: At 6:01 p.m. the Council recessed to closed session to discuss the following:

- A CONFERENCE WITH LABOR NEGOTIATOR – pursuant to Government Code §54957.6:
 - 1 Agency Negotiator: Jared G. Hancock
Bargaining Unit: SPOA: 2013/2014
 - 2 Personnel Status Report

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

- 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

- D PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – pursuant to Government Code §54957

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; Theodore Friedline, Fire Chief; and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that the agenda was approved with as submitted but noted that the correct date of the next City Council meeting is November 6, 2013.

Mr. Hancock reported that there was no reportable action out of closed, and City Council had provided direction to staff.

Councilmember Callegari offered the thought of the day.

Chief Downing recognized the achievement of Austin Sturges in achieving his rank of Eagle Scout through the completion of his project to install a flag pole at the Police Department. Mayor pro tem Wilson presented him with a certificate of recognition on behalf of the City Council.

Chief Downing introduced Kim Collier, Community Services Officer, whose primary duties have been the management of the City's evidence. She has completed two weeks of animal control training and will be moving forward to an expanded Animal Control Officer role. The department is very supportive and pleased with her performance.

5 BUSINESS FROM THE FLOOR:

Bill Feierabend proposed an idea for funding of a community swimming pool and has taken the first step by donating one million pennies towards its construction. He challenges others in the community to do likewise, stating that if one hundred people donate one million pennies, then it would not be necessary to place the burden of funding on the tax payer.

6 CONSENT CALENDAR: Mayor pro tem Wilson reviewed the items on the Consent Calendar:

- A Receive and file minutes from City Council's September 4, 2013 meeting
- B Approve vendor warrants numbered 89035 through 89189 for a total of \$403,613.54 including \$96,313.90 in payroll warrants
- C Approve accounts receivable write off

Motion by Councilmember McBride, second by Councilmember McDonald to approve the consent calendar; motion carried. Absent: De Boer

7 PUBLIC HEARINGS:

7A FY 2012/2013 Annual Report of Development/Mitigation fees:

- 1 Public Hearing: To solicit and consider comments relative to the 2012/2013 Mitigation report**
- 2 Action: Consider Resolution No. 13-4993, Approving and accepting revenues and expenditures report for Police, Fire, Streets and Park Mitigation funds**

Mr. Hancock reported that Government Code Section 66000 provides authority for agencies to charge and collect development impact fees to covering the cost of development within their jurisdiction. Each year the City reports the revenue and expenditures for the Street, Police, Fire, Parks and various improvement funds. In some cases, the City has also adopted additional provisions outlining the use of specific funds. The *Susanville Municipal Code* Title 3, Chapter 32, outlines the use of Public Facilities impact fees for Police, Fire, Street and Traffic Facility and Maintenance and Title 16, Chapter 32, outlines the use of Parkland Dedication Fees. Most Impact fees apply equally to all new development within the City limits. However, in some instances, fees have been assessed to a specific development for public facilities that will benefit a specific geographic area.

On June 1, 1992, the City Council approved Phase One of the Skyline Terrace Tentative Subdivision Map and later established five mitigation fees for that project area. All of the mitigation funds are deposited into separate accounts and interest income is allocated accordingly. These funds are considered restricted funds and expenditures are made only for the purpose for which the fee was originally collected. He reviewed

projects that have been completed, discussing the slow rate of repayment based upon the current trends in residential development. After reviewing the use of these funds staff is recommending that City Council accept the revenue and expenditure report and implement the suggested changes for fiscal year 2013/2014.

At 7:20 p.m. Mayor pro tem Wilson opened the public hearing and requested any comments from the public. There being no comments, the public hearing was closed at 7:21 p.m.

Mayor pro tem Wilson invited questions or comments from the City Council.

Councilmember McBride posed a question wherein a fund would be closed out and then the need for future development improvements arose. He pointed out the Skyline Extension road which is in need of repair already.

Mr. Hancock explained the methodology of calculating the development fees, including conducting an environmental study, examining the impact based upon an assumption of full build out and the cost allocation associated with that scenario. The estimates are projected over a number of years, and the relative slow accrual due to a lack of development activity makes it impractical as a method to fund routine maintenance.

There was a general discussion regarding options for mitigation funding, the consolidation of various funds to streamline and clean up the process.

Motion by Councilmember McDonald, second by Councilmember Callegari, to approve Resolution No. 13-4993; motion carried. Absent: De Boer

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

9 **NEW BUSINESS:**

9A **Consider approval of donation of services by C & S Waste Solutions and California Correctional Center for Annual Leaf Collection Program** Mr. Platt reported that the City has established an Annual Fall Leaf Collection Program. The California Correctional Center will be accepting green waste from C&S Waste Solutions. C&S Waste Solutions will have three drop off sites around the City whereby residents can take their bagged leaves. City staff will load the leaves into drop boxes and Waste Management will transport the filled boxes to the CCC for composting. The program is scheduled to begin on Friday, November 1, 2013 and continue through Friday, December 3, 2013.

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:** No business.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Councilmember Callegari discussed the recent reduction in funding provided by the Susanville Indian Rancheria for City public safety services.

15 ADJOURNMENT: Motion by Councilmember Callegari, second by Councilmember McBride to adjourn the meeting; motion carried.

Meeting adjourned at 7:33 p.m.

Respectfully submitted by

Brian Wilson, Mayor pro tem

Gwenna MacDonald, City Clerk

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: November 20, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Warrants dated October 29th through November 13th numbered 89399 through 89492

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$165,086.27

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
10/13	10/31/2013	89399	21	AIRGAS USA, LLC	NITROGEN GAS	9020887733	1	7401-430-62-46	SUPPLIES-GENERAL	254.71	254.71
Total 9020887733:											
10/13	10/31/2013	89400	53		RETIREMENT INCENTIVE PKGE	102313	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 102313:											
10/13	10/31/2013	89401	7661		REFUND WATER DEPOSIT	10310800011	1	7110-2228-000	DEPOSITS-CUSTOMER	25.77	25.77
Total 10310800011:											
10/13	10/31/2013	89402	68	BECKWITH MD, DAVID R	DMV PHYSICAL	100913	1	1000-422-10-43	PROFESSIONAL SVCS	100.00	100.00
Total 100913:											
10/13	10/31/2013	89402	68	BECKWITH MD, DAVID R	FIRE FIGHTER QUEST.	101413	1	1000-422-10-43	PROFESSIONAL SVCS	150.00	150.00
Total 101413:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	BUNGES, STAKES	282963	1	1000-422-10-46	SUPPLIES-GENERAL	50.01	50.01
Total 282963:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	STAKE SET	283604	1	1000-422-10-46	SUPPLIES-GENERAL	14.66	14.66
Total 283604:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	CRAYON BLUE, WIRE, BATTERI	283701	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	9.93	9.93
Total 283701:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	FASTENERS	283725	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	32.73	32.73

Check Issue Dates: 10/31/2013 - 10/31/2013

Oct 31, 2013 01:06PM

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
										32.73	32.73
										11.10	11.10
										11.10	11.10
										3.98	3.98
										1.99	1.99
										1.98	1.98
										9.06	9.06
										10.63	10.63
										10.63	10.63
										124.92	124.92
										3.52	3.52
										124.92	124.92
										3.52	3.52
										85.99	85.99
										85.99	85.99

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
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	SCREWS	284633	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	4.34	4.34
Total 284633:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	PAINT FOR STREET SIGN	284795	1	2007-431-20-46	SUPPLIES-GENERAL	4.34	4.34
Total 284795:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	CUT OFF WHEELS	284832	1	7110-430-42-46	SUPPLIES-GENERAL	5.01	5.01
Total 284832:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	FASTENERS	284854	1	7110-430-42-46	SUPPLIES-GENERAL	99.92	99.92
Total 284854:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	FASTENERS	284855	1	7110-430-42-46	SUPPLIES-GENERAL	5.14	5.14
Total 284855:											
10/13	10/31/2013	89403	76	BILLINGTON ACE HARD	FASTENERS	284856	1	7110-430-42-46	SUPPLIES-GENERAL	18.55-	18.55-
Total 284856:											
10/13	10/31/2013	89404	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	1505 MAIN ST	1	1000-422-10-44	DISPOSAL	153.73	153.73
Total 1505 MAIN ST:											
10/13	10/31/2013	89405	1423	CHAPMAN, JAMES L.	CALAFCO CONF LODGING & T	093013	1	8402-413-30-45	TRAVEL	816.87	816.87
Total 093013:											
10/13	10/31/2013	89406	161	CSK AUTO INC	WRENCH	2740273326	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	26.86	26.86
Total 2740273326:											
10/13	10/31/2013	89407	167	DALCAR ELECTRICAL SU	ELECTRICAL, CONNECTORS	0018726	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	20.80	20.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 0018726:											
10/13	10/31/2013	89408	174	DATEMA, STEVEN K.	GROUND LEASE 710 MAIN 11/1	102313	1	8401-2228-000	DEPOSITS PAYABLE	75.00	75.00
Total 102313:											
10/13	10/31/2013	89409	194	DIAMOND SAW SHOP IN	PART FOR TRIMMER	12160	1	7110-430-4244	REPAIR AND MAINTENANCE-MI	20.83	20.83
Total 12160:											
10/13	10/31/2013	89410	219	ED STAUB & SONS PETR	13.9 PROPANE SHOP	1210858	1	2007-431-2046	SUPPLIES-GENERAL	43.33	43.33
Total 1210858:											
10/13	10/31/2013	89411	241	FEATHER PUBLISHING C	PO#7597 WEED ABATEMENTS	PO#7597	1	1000-425-2046	BOOKS AND PERIODICALS	34.30	34.30
Total PO#7597:											
10/13	10/31/2013	89412	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	376500A	1	7110-430-4243	TECHNICAL SVCS	133.00	133.00
Total 376500A:											
10/13	10/31/2013	89412	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING G	376501A	1	7530-451-5243	TECHNICAL SERVICES	27.00	27.00
Total 376501A:											
10/13	10/31/2013	89412	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING G	376502A	1	7530-451-5243	TECHNICAL SERVICES	27.00	27.00
Total 376502A:											
10/13	10/31/2013	89413	265	FRONTIER - IRREGULAR	021-1147 CITY HALL	0211147 102013	1	1000-417-1045	COMMUNICATIONS	1,053.38	1,053.38
Total 0211147 102013:											
10/13	10/31/2013	89413	265	FRONTIER - IRREGULAR	257-1056 PWM SHOP	1056 102013	1	7620-430-1045	COMMUNICATIONS	45.04	45.04
Total 1056 102013:											

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
10/13	10/31/2013	89413	265	FRONTIER - IRREGULAR	257-5152 FIRE	5152 101013	1	1000-422-10-45	COMMUNICATIONS	436.36	436.36
Total 5152 101013:											
10/13	10/31/2013	89413	265	FRONTIER - IRREGULAR	257-7236 NAT GAS	7236 102013	1	7620-430-10-45	COMMUNICATIONS	180.56	180.56
Total 7236 102013:											
10/13	10/31/2013	89413	265	FRONTIER - IRREGULAR	257-7237 NAT GAS	7237 102013	1	7620-430-10-45	COMMUNICATIONS	50.32	50.32
Total 7237 102013:											
10/13	10/31/2013	89414	853	HEARD, DAVID	FENCE REPAIR AT SPRING RID	154681	1	7110-430-42-43	TECHNICAL SVCS	555.00	555.00
Total 154681:											
10/13	10/31/2013	89415	332	INTERSTATE GAS SERVI	GAS CONSULTING SVC 10/2013	102313	1	7401-430-62-43	PROFESSIONAL SVCS	400.00	400.00
Total 102313:											
10/13	10/31/2013	89416	911	JOHNSTONE SUPPLY	CONTROL INTREGRATED	415S1885795001	1	7401-430-62-46	SUPPLIES-GENERAL	224.99	224.99
Total 415S1885795001:											
10/13	10/31/2013	89416	911	JOHNSTONE SUPPLY	BLOWER, GAS STOCK	415S1886208001	1	7401-430-62-46	SUPPLIES-GENERAL	333.68	333.68
Total 415S1886208001:											
10/13	10/31/2013	89416	911	JOHNSTONE SUPPLY	PILOT TUBES, REGISTERS GAS	415S1887184001	1	7401-430-62-46	SUPPLIES-GENERAL	1,012.84	1,012.84
Total 415S1887184001:											
10/13	10/31/2013	89417	362	KAUFFMAN, B	CITY HALL JANITORIAL SVCS	514811	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 514811:											
10/13	10/31/2013	89418	374	L N CURTIS & SONS	STROKE CONTROL	128920700	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	108.14	108.14

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 128920700:										108.14	108.14
10/13	10/31/2013	89418	374	L N CURTIS & SONS	GLOVES, GOGGLE	129016200	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	18.81	18.81
Total 129016200:										18.81	18.81
10/13	10/31/2013	89418	374	L N CURTIS & SONS	SCREW LOCK	129016202	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	376.25	376.25
Total 129016202:										376.25	376.25
10/13	10/31/2013	89418	374	L N CURTIS & SONS	TURNOUT COAT, KNEE PADS	129132200	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	392.38	392.38
Total 129132200:										392.38	392.38
10/13	10/31/2013	89419	383	LASCO	48 HATS FOR PUBLIC WORKS	1547	1	7620-430-10-46	SUPPLIES-GENERAL	823.02	823.02
Total 1547:										823.02	823.02
10/13	10/31/2013	89420	411	LASSEN MOTOR PARTS	ELECTRICAL CONNECTORS	185716	1	1000-422-10-46	SUPPLIES-GENERAL	9.13	9.13
Total 185716:										9.13	9.13
10/13	10/31/2013	89420	411	LASSEN MOTOR PARTS	INDUCER MOTOR BELT	187739	1	7401-430-62-46	SUPPLIES-GENERAL	10.74	10.74
Total 187739:										10.74	10.74
10/13	10/31/2013	89421	1102	LASSEN PC	MOZY SERVER LIC. 09/01/13- FI	6410	1	1000-422-10-43	TECHNICAL SVCS	23.99	23.99
Total 6410:										23.99	23.99
10/13	10/31/2013	89422	413	LASSEN TIRE	1 VALVE STEM REPAIR	44969	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	25.00	25.00
Total 44969:										25.00	25.00
10/13	10/31/2013	89423	437	LMUD	AIRPORT VASI LIGHTS	10108 102213	1	7201-430-81-46	ELECTRICITY	88.79	88.79
Total 10108 102213:										88.79	88.79

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
10/13	10/31/2013	89423	437	LMUD	MAIN & ALEXANDER	49496 102213	1	2007-431-60-46	ELECTRICITY	98.38	98.38
Total 49496 102213:											
10/13	10/31/2013	89423	437	LMUD	MAIN & FAIRFIELD	49497 102213	1	2007-431-60-46	ELECTRICITY	97.12	97.12
Total 49497 102213:											
10/13	10/31/2013	89423	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 102213	1	2007-431-60-46	ELECTRICITY	118.23	118.23
Total 49498 102213:											
10/13	10/31/2013	89423	437	LMUD	RIVERSIDE & MAIN SIGNAL LIG	49499 102213	1	2007-431-60-46	ELECTRICITY	189.92	189.92
Total 49499 102213:											
10/13	10/31/2013	89423	437	LMUD	AIRPORT LOT 5	51908 102213	1	7201-430-81-46	ELECTRICITY	10.00	10.00
Total 51908 102213:											
10/13	10/31/2013	89423	437	LMUD	AIRPORT HANGER 6	54333 102213	1	7201-430-81-46	ELECTRICITY	10.00	10.00
Total 54333 102213:											
10/13	10/31/2013	89423	437	LMUD	AIRPORT OFFICE	7146 102213	1	7201-430-81-46	ELECTRICITY	314.13	314.13
Total 7146 102213:											
10/13	10/31/2013	89423	437	LMUD	AIRPORT GAS PUMP	7154 102213	1	7201-430-81-46	ELECTRICITY	18.59	18.59
Total 7154 102213:											
10/13	10/31/2013	89423	437	LMUD	WELL 1	7714 102213	1	7110-430-42-46	ELECTRICITY	619.89	619.89
Total 7714 102213:											
10/13	10/31/2013	89423	437	LMUD	1801 MAIN ST	8314 102213	1	1000-421-10-46	ELECTRICITY	724.33	724.33

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 8314 102213:											
10/13	10/31/2013	89423	437	LMUD	AIRPORT HANGER 8	92715 102213	1	7201-430-81-46	ELECTRICITY	18.93	18.93
Total 92715 102213:											
10/13	10/31/2013	89424	445		RETIRE INCENTIVE 11/13	102313	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 102313:											
10/13	10/31/2013	89425	467	METER VALVE & CONTR	2 GAS METERS BATTERIES	7015	1	7401-430-62-46	SUPPLIES-GENERAL	61.40	61.40
Total 7015:											
10/13	10/31/2013	89426	481	MISSION LINEN & UNIFO	GAS LINEN SER 102913	250183306	1	7401-430-62-44	LINEN SERVICES	68.93	68.93
Total 250183306:											
10/13	10/31/2013	89426	481	MISSION LINEN & UNIFO	WATER LINEN SER 102913	250183307	1	7110-430-42-44	LINEN SERVICE	56.08	56.08
Total 250183307:											
10/13	10/31/2013	89427	6432	NOBLES, GERALD	LEASE 706 MAIN ST 11/13	102313	1	8401-2228-000	DEPOSITS PAYABLE	100.00	100.00
Total 102313:											
10/13	10/31/2013	89428	544	PARDNER INC	FERTILIZER	033866	1	1000-452-21-46	SUPPLIES-GENERAL	72.56	72.56
Total 033866:											
10/13	10/31/2013	89429	546	PAYLESS BUILDING SUP	BOARDS	2453650	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	31.63	31.63
Total 2453650:											
10/13	10/31/2013	89429	546	PAYLESS BUILDING SUP	BOARDS, LAG BOLTS	2453654	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	11.50	11.50
Total 2453654:											

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
10/13	10/31/2013	89429	546	PAYLESS BUILDING SUP	PLYWOOD, SINKERS	2453767	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	125.99	125.99
Total 2453767:											
10/13	10/31/2013	89430	561		RETIREMENT INCENTIVE 11-13	102313	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 102313:											
10/13	10/31/2013	89431	1296	RENTAL GUYS	TRAILER, HITCH, LIFT	68567	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	369.60	369.60
Total 68567:											
10/13	10/31/2013	89432	1127	ROSS LADDER SERVICE	ANNUAL LADDER INSPECTION/	219	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1,242.75	1,242.75
Total 219:											
10/13	10/31/2013	89433	1368	SCHMIDT EQUIP. REPAI	E621 CHECK UP	1492	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	2,509.73	2,509.73
Total 1492:											
10/13	10/31/2013	89434	641	SIERRA FILTRATION PR	PLEATED FILTERS	57278	1	1000-422-10-46	SUPPLIES-GENERAL	124.94	124.94
Total 57278:											
10/13	10/31/2013	89435	1265	SUSANVILLE PAINT CEN	PAINT FOR F/D	12536	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	23.63	23.63
Total 12536:											
10/13	10/31/2013	89435	1265	SUSANVILLE PAINT CEN	PAINT FOR F/D	12615	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	32.74	32.74
Total 12615:											
10/13	10/31/2013	89435	1265	SUSANVILLE PAINT CEN	FLAT PAINT FOR F/D	12644	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	7.88	7.88
Total 12644:											
10/13	10/31/2013	89435	1265	SUSANVILLE PAINT CEN	PAINT FOR F/D	12717	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	545.50	545.50

Check Issue Dates: 10/31/2013 - 10/31/2013

Oct 31, 2013 01:06PM

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 12717:											
10/13	10/31/2013	89435	1265	SUSANVILLE PAINT CEN	PAINT SUPPLIES FOR FID	12727	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	40.48	40.48
Total 12727:											
10/13	10/31/2013	89436	713		RETIRE INCENTIVE 11-13	102313	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 102313:											
10/13	10/31/2013	89437	722	TUM-A-LUM LUMBER CO	FELT PAPER, SMART PANEL	1310264490	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	271.44	271.44
Total 1310264490:											
10/13	10/31/2013	89438	728	U S POSTMASTER	WATER BILLING POSTAGE	103113	1	7110-430-42-46	POSTAGE	504.37	504.37
10/13	10/31/2013	89438	728	U S POSTMASTER	GAS BILLING POSTAGE	103113	2	7401-430-62-46	POSTAGE	259.82	259.82
Total 103113:											
10/13	10/31/2013	89439	530	U.S. BANK EQUIPMENT F	COPIER - FIRE DEPARTMENT	238306658	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	160.96	160.96
Total 238306658:											
10/13	10/31/2013	89439	530	U.S. BANK EQUIPMENT F	PYMNT 42 OF 48 LOAN #130749	239051766	1	7530-2237-002	US BANK CAPITAL LEASE	1,814.05	1,814.05
10/13	10/31/2013	89439	530	U.S. BANK EQUIPMENT F	PYMNT 42 OF 48 LOAN #130749	239051766	2	7530-451-50-48	INTEREST	64.35	64.35
10/13	10/31/2013	89439	530	U.S. BANK EQUIPMENT F	PYMNT 42 OF 48 LOAN #130749	239051766	3	7530-451-50-48	TAXES, FEES, PERMITS & CHA	154.97	154.97
Total 239051766:											
10/13	10/31/2013	89440	742	UPS STORE, THE	POSTAGE FIRE DEPT	2390	1	1000-422-10-46	POSTAGE	11.18	11.18
Total 2390:											
10/13	10/31/2013	89440	742	UPS STORE, THE	OPEN HOUSE BANNER FID	903	1	1000-422-10-45	ADVERTISING	206.95	206.95
Total 903:											
10/13	10/31/2013	89441	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE DEP	9712460846	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02

M = Manual Check, V = Void Check

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 9712460846:											
10/13	10/31/2013	89442	770	WESTERN NEVADA SUP	METER COUPLINGS	65688781	1	7110-430-42-46	SUPPLIES-GENERAL	203.18	203.18
Total 65688781:											
10/13	10/31/2013	89443	1198	WESTWOOD SANITATIO	PORTABLE TOILET - GOLF COU	39721	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total 39721:											
10/13	10/31/2013	89443	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 9	39722	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total 39722:											
10/13	10/31/2013	89444	784	TR EX FOLSOM 11/3/13	TR EX FOLSOM 11/3/13	102913	1	1000-421-10-45	TRAINING	274.50	274.50
Total 102913:											
Grand Totals:										24,752.73	24,752.73

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

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/13	11/04/2013	89446	1271	NOBLES, TIMOTHY R.	11/13 GROUND LEASE 706 MAI	102313	1	8401-2228-000	DEPOSITS PAYABLE	100.00	100.00
Total 102313:											
										100.00	100.00
11/13	11/04/2013	89447	1023	TALLA, PETER M.	CITY ATTORNEY 9/21/13-10/25/	102313	1	1000-412-10-43	PROFESSIONAL SVCS	3,902.50	3,902.50
Total 102513:											
										3,902.50	3,902.50
Grand Totals:											
										4,002.50	4,002.50

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/13	11/07/2013	89448	21	AIRGAS USA, LLC	ACETYLENE/OXYGEN	9021028841	1	7110-430-42-46	SUPPLIES-GENERAL	76.86	76.86
Total 9021028841:											
11/13	11/07/2013	89448	21	AIRGAS USA, LLC	BRONZE TUBING	9021072649	1	7110-430-42-46	SUPPLIES-GENERAL	17.02	17.02
Total 9021072649:											
11/13	11/07/2013	89448	21	AIRGAS USA, LLC	OXYGEN	9021259217	1	7110-430-42-46	SUPPLIES-GENERAL	37.02	37.02
Total 9021259217:											
11/13	11/07/2013	89449	1070	AT&T MOBILITY	WIRELESS PHONES POLICE	835956037X11012013	1	1000-421-10-45	COMMUNICATIONS	172.61	172.61
Total 835956037X11012013:											
11/13	11/07/2013	89450	7662		REFUND GAS DEPOSIT	10120650330	1	7401-2228-000	DEPOSITS-CUSTOMER	142.65	142.65
Total 10120650330:											
11/13	11/07/2013	89451	927	BAXTER AUTO PARTS IN	ANTI FREEZE	32131065	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	78.69	78.69
Total 32131065:											
11/13	11/07/2013	89451	927	BAXTER AUTO PARTS IN	REFLECTORS	32131135	1	1000-422-50-41	OVERTIME	6.86	6.86
Total 32131135:											
11/13	11/07/2013	89451	927	BAXTER AUTO PARTS IN	STRONG ARM LIFT	32131141	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	43.19	43.19
Total 32131141:											
11/13	11/07/2013	89451	927	BAXTER AUTO PARTS IN	STRONG ARM LIFT	32131145	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	43.19	43.19

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
		Total 32131145:								43.19	43.19
11/13	11/07/2013	89451	927	BAXTER AUTO PARTS IN	STRONG ARM LIFT RETURN	32131191	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	43.19-	43.19-
		Total 32131191:								43.19-	43.19-
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	TIE, TAPE	282968	1	1000-422-10-46	SUPPLIES-GENERAL	21.06	21.06
		Total 282968:								21.06	21.06
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	LUBE SPRAY	284423	1	1000-452-20-46	SUPPLIES-GENERAL	15.47	15.47
		Total 284423:								15.47	15.47
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	SAW HOLE	284457	1	7110-430-42-46	SUPPLES-SMALL TOOLS	19.33	19.33
		Total 284457:								19.33	19.33
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	WIRE, TARPS, FASTENERS	284515	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	19.46	19.46
		Total 284515:								19.46	19.46
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	RAKE	284598	1	1000-422-10-46	SUPPLIES-GENERAL	15.24	15.24
		Total 284598:								15.24	15.24
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	SPRINKLER	284728	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	31.02	31.02
		Total 284728:								31.02	31.02
11/13	11/07/2013	89452	76	BILLINGTON ACE HARD	CUT OFF BLADES	284867	1	7110-430-42-46	SUPPLIES-GENERAL	5.01	5.01
		Total 284867:								5.01	5.01
11/13	11/07/2013	89453	116	CASHMAN EQUIPMENT	REGULATOR, HOSE KIT, CLAM	2077271	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	362.70	362.70
		Total 2077271:								362.70	362.70

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/13	11/07/2013	89453	116	CASHMAN EQUIPMENT	HANDLE, ADHESIVE	INCS0241278	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	56.05-	56.05-
Total INCS0241278:											
11/13	11/07/2013	89453	116	CASHMAN EQUIPMENT	RETAINER, LOCKNUT	INCS0241280	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	15.30-	15.30-
Total INCS0241280:											
11/13	11/07/2013	89453	116	CASHMAN EQUIPMENT	BUMPER	INCS0241392	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	11.74-	11.74-
Total INCS0241392:											
11/13	11/07/2013	89454	5178		REFUND WATER OVERPAYME	10523650006	1	9999-1001-001	CASH CLEARING - UTILITIES	45.87	45.87
Total 10523650006:											
11/13	11/07/2013	89455	194	DIAMOND SAW SHOP IN	BLOWER	12170	1	1000-452-20-47	MACHINERY AND EQUIPMENT	1,567.00	1,567.00
Total 12170:											
11/13	11/07/2013	89455	194	DIAMOND SAW SHOP IN	GAS CAP FOR POLE SAW	12172	1	2007-431-20-46	SUPPLIES-GENERAL	6.87	6.87
Total 12172:											
11/13	11/07/2013	89456	238	FASTENAL COMPANY	CHAIR CASTERS	55173	1	1000-422-10-46	SUPPLIES-GENERAL	37.67	37.67
Total 55173:											
11/13	11/07/2013	89456	238	FASTENAL COMPANY	PAINT	55282	1	1000-422-10-46	SUPPLIES-GENERAL	13.14	13.14
Total 55282:											
11/13	11/07/2013	89456	238	FASTENAL COMPANY	EYEWASH BOTTLE, BRISTLE B	55303	1	1000-422-10-46	SUPPLIES-GENERAL	27.55	27.55
Total 55303:											
11/13	11/07/2013	89456	238	FASTENAL COMPANY	CABLE	55403	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	37.15	37.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 55403:											
11/13	11/07/2013	89457	1425	FERRARA FIRE APPARA	HANDLE, PUSH	00000W62591	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	81.27	81.27
Total 00000W62591:											
11/13	11/07/2013	89458	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	376685A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 376685A:											
11/13	11/07/2013	89459	257	FOREST OFFICE EQUIP	COPIES - KYOCERA COPIER 7/	CC4923	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	713.38	713.38
Total CC4923:											
11/13	11/07/2013	89460	265	FRONTIER - IRREGULAR	257-1057 PW FAX	1057 102013	1	7620-430-10-45	COMMUNICATIONS	187.39	187.39
Total 1057 102013:											
11/13	11/07/2013	89461	1426	GCS ENVIRONMENTAL E	CLAMP, TRANSITION ASSY W/S	8533	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	742.54	742.54
Total 8533:											
11/13	11/07/2013	89462	1179	GRANITE ELECTRICAL S	SWITCH BOX	S1649865001	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	3.47	3.47
Total S1649865001:											
11/13	11/07/2013	89463	1148	GREATAMERICA FINANC	COPIER LEASE 7/13 - 6/14	14416140	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	590.00	590.00
Total 14416140:											
11/13	11/07/2013	89464	1424	GREEN DOT TRANSPOR	PROFESSIONAL SER. 06/2013	110	1	2007-431-27-43	PROFESSIONAL SERVICES	600.00	600.00
Total 110:											
11/13	11/07/2013	89464	1424	GREEN DOT TRANSPOR	CONSULTING SER. 07/2013	114	1	2007-431-27-43	PROFESSIONAL SERVICES	4,020.00	4,020.00
Total 114:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/13	11/07/2013	89464	1424	GREEN DOT TRANSPOR	PROFESSIONAL SER. 08/29/13-	120	1	2007-431-27-43	PROFESSIONAL SERVICES	240.00	240.00
Total 120:											
11/13	11/07/2013	89464	1424	GREEN DOT TRANSPOR	PROFESSIONAL SER. 9/23/13-1	127	1	2007-431-27-43	PROFESSIONAL SERVICES	1,620.00	1,620.00
Total 127:											
11/13	11/07/2013	89464	1424	GREEN DOT TRANSPOR	LANDSCAPE DESIGN	19	1	2007-431-27-43	PROFESSIONAL SERVICES	3,000.00	3,000.00
Total 19:											
11/13	11/07/2013	89465	1284	GUEST SERVICES INC	MEALS WEAVER, D 12/8/13 TR E	103013	1	1000-422-10-45	TRAVEL	300.48	300.48
Total 103013:											
11/13	11/07/2013	89466	307		REIM FOR PURCHASE OF TOO	110413	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	40.92	40.92
Total 110413:											
11/13	11/07/2013	89467	322	HYDRA-CLEAN	BENCH SEAT CLEANING #42	4055	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	85.00	85.00
Total 4055:											
11/13	11/07/2013	89468	331	INTERNATIONAL CODE C	CODE BOOK	0355925	1	1000-425-20-46	BOOKS AND PERIODICALS	286.92	286.92
Total 0355925:											
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	RAKE PD 2X	CRS06710300	1	7530-451-52-46	SUPPLIES-GENERAL	48.97-	48.97-
Total CRS06710300:											
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	NIPPLES	S067763	1	7110-430-42-46	SUPPLIES-GENERAL	19.60	19.60
Total S067763:											
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	PLASTIC RISERS	S06787800	1	7530-451-52-46	SUPPLIES-GENERAL	39.42	39.42

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total S06787800:											
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	BLACK REDUCER	S067887	1	7401-430-62-46	SUPPLIES-GENERAL	5.50	5.50
Total S067887:											
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	ELLS, REDUCER, BALL VALVE	S067968	1	7401-430-62-46	SUPPLIES-GENERAL	48.59	48.59
Total S067968:											
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	FLARE NUTS, TUBE, FLEXLINE	S068061	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	57.61	57.61
11/13	11/07/2013	89469	335	J.W. WOOD CO INC	FLARE NUTS, TUBE, FLEXLINE	S068061	2	7401-430-62-46	SUPPLIES-GENERAL	61.88	61.88
Total S068061:											
11/13	11/07/2013	89470	911	JOHNSTONE SUPPLY	CONTROL BOARD, MOTOR	415S1889114001	1	7401-430-62-46	SUPPLIES-GENERAL	197.05	197.05
Total 415S1889114001:											
11/13	11/07/2013	89471	1350	JONES & MAYER	INVESTIGATION	65554	1	1000-421-10-43	PROFESSIONAL SVCS	663.00	663.00
Total 65554:											
11/13	11/07/2013	89472	362	KAUFFMAN, B	P/W JANITORIAL SVCS 1013	514812	1	7620-430-10-44	CUSTODIAL	220.00	220.00
Total 514812:											
11/13	11/07/2013	89473	374	L N CURTIS & SONS	ANCHORS	129016201	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	256.72	256.72
Total 129016201:											
11/13	11/07/2013	89473	374	L N CURTIS & SONS	GEN 2 FIELD SER.	129146900	1	1000-422-50-41	OVERTIME	94.07	94.07
11/13	11/07/2013	89473	374	L N CURTIS & SONS	GEN 2 FIELD SER.	129146900	2	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	94.06	94.06
Total 129146900:											
11/13	11/07/2013	89473	374	L N CURTIS & SONS	NFPA GLOVES	129208700	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	505.26	505.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 1229208700:											
11/13	11/07/2013	89474	411	LASSEN MOTOR PARTS	FITTINGS	187485	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.61	5.61
Total 187485:											
11/13	11/07/2013	89474	411	LASSEN MOTOR PARTS	OIL FILTER, AIR FILTER, FUEL	187561	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	38.99	38.99
Total 187561:											
11/13	11/07/2013	89474	411	LASSEN MOTOR PARTS	WINDOW HANDLE	187806	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	10.83	10.83
Total 187806:											
11/13	11/07/2013	89475	412	LASSEN REGIONAL SOLI	DUMP FEES	631075	1	2007-431-20-44	DISPOSAL	3.51	3.51
Total 631075:											
11/13	11/07/2013	89476	437	LMUD	LASSEN COLLEGE WELL #5	120270 102813	1	7110-430-42-46	ELECTRICITY	85.76	85.76
Total 120270 102813:											
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 102213	1	7530-451-52-46	ELECTRICITY	1,098.52	1,098.52
Total 122907 102213:											
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE PUMP STATION	122910 102213	1	7530-451-52-46	ELECTRICITY	1,500.90	1,500.90
Total 122910 102213:											
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 102213	1	7530-451-52-46	ELECTRICITY	632.74	632.74
Total 122929 102213:											
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE PUMP HOUSE	132052 102213	1	7530-451-52-46	ELECTRICITY	19.47	19.47
Total 132052 102213:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 60453 102213:										10.00	10.00
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE CLUB HOUSE	7394 102213	1	7530-451-52-46	ELECTRICITY	86.36	86.36
Total 7394 102213:										86.36	86.36
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE CART BARN 2	7400 102213	1	7530-451-52-46	ELECTRICITY	21.91	21.91
Total 7400 102213:										21.91	21.91
11/13	11/07/2013	89476	437	LMUD	GOLF COURSE BARN 1 & 3	9312 102213	1	7530-451-52-46	ELECTRICITY	10.00	10.00
Total 9312 102213:										10.00	10.00
11/13	11/07/2013	89476	437	LMUD	GEO THERMAL PUMP #2	9503 102813	1	7301-430-52-46	ELECTRICITY	25.29	25.29
Total 9503 102813:										25.29	25.29
11/13	11/07/2013	89476	437	LMUD	GEO THERMAL HOSPITAL LANE	9963 102813	1	7301-430-52-46	ELECTRICITY	10.00	10.00
Total 9963 102813:										10.00	10.00
11/13	11/07/2013	89477	452	MARTIN SECURITY SYST	PUBLIC WORKS MONTHLY MO	023403	1	7620-430-10-43	TECHNICAL SVCS	40.00	40.00
Total 023403:										40.00	40.00
11/13	11/07/2013	89477	452	MARTIN SECURITY SYST	470-895 CIRCLE DR 11/13	023414	1	7530-451-52-43	TECHNICAL SERVICES	40.00	40.00
Total 023414:										40.00	40.00
11/13	11/07/2013	89478	473	MICHAEL KIRACK CONS	CLEAN ASPHALT SLURRY SEA	3525	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	1,980.00	1,980.00
Total 3525:										1,980.00	1,980.00
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	720 SOUTH ST 102913	250183304	1	1000-417-10-46	SUPPLIES-JANITORIAL	315.00	315.00
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	720 SOUTH ST 102913	250183304	2	7620-430-10-44	LINEN SERVICE	57.00	57.00

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 250183304:											
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	STREET LINEN SER 102913	250183308	1	2007-431-20-44	LINEN SERVICE	6.68	6.68
Total 250183308:											
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	PARKS LINEN SER 102913	250183309	1	1000-452-20-44	LINEN SERVICES	12.83	12.83
Total 250183309:											
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	PW LINEN SER 110513	250184625	1	7620-430-10-44	LINEN SERVICE	57.00	57.00
Total 250184625:											
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	GAS LINEN SER 110513	250184626	1	7401-430-62-44	LINEN SERVICES	68.93	68.93
Total 250184626:											
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	WATER LINEN SER 110513	250184627	1	7110-430-42-44	LINEN SERVICE	56.08	56.08
Total 250184627:											
11/13	11/07/2013	89479	481	MISSION LINEN & UNIFO	STREET LINEN SER 110513	250184628	1	2007-431-20-44	LINEN SERVICE	6.68	6.68
Total 250184628:											
11/13	11/07/2013	89480	510	NATIONAL METER & AUT	380 WATER METER PROJECT 1	S1048691001	1	7114-430-48-46	SUPPLIES GENERAL	104,670.60	104,670.60
Total S1048691001:											
11/13	11/07/2013	89481	516	NFPA	SUBSCRIPTION 1YR	5906278X	1	1000-422-10-48	DUES AND MEMBERSHIPS	1,252.92	1,252.92
Total 5906278X:											
11/13	11/07/2013	89482	572	QUILL CORPORATION	BANKER BOXES	6476856	1	1000-424-20-46	SUPPLIES-GENERAL	92.43	92.43
Total 6476856:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/13	11/07/2013	89483	581	RAY MORGAN CO	COPY USAGE OVERAGE - FIRE	517921	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	32.12	32.12
Total 517921:											
11/13	11/07/2013	89484	1076	SIERRA COFFEE AND BE	PW/WATER SERVICE 10/23/13	41345	1	7620-430-10-46	SUPPLIES-GENERAL	34.65	34.65
Total 41345:											
11/13	11/07/2013	89485	7863		REFUND GAS DEPOSIT	10527450010	1	7401-2228-000	DEPOSITS-CUSTOMER	163.86	163.86
Total 10527450010:											
11/13	11/07/2013	89486	806	SUSANVILLE AVIATION	FUEL	2665	1	1000-422-10-46	GASOLINE	124.97	124.97
Total 2665:											
11/13	11/07/2013	89487	1265	SUSANVILLE PAINT CEN	PAINT, RECOVERY FEE	12866	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	82.88	82.88
Total 12866:											
11/13	11/07/2013	89487	1265	SUSANVILLE PAINT CEN	BROWN PAPER	12897	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	19.36	19.36
Total 12897:											
11/13	11/07/2013	89487	1265	SUSANVILLE PAINT CEN	PAINT RECOVERY FEE	12901	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	55.25	55.25
Total 12901:											
11/13	11/07/2013	89487	1265	SUSANVILLE PAINT CEN	BROWN PAPER	12908	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	15.20	15.20
Total 12908:											
11/13	11/07/2013	89487	1265	SUSANVILLE PAINT CEN	PAINT, RECOVERY FEE	12989	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	110.50	110.50
Total 12989:											
11/13	11/07/2013	89488	696	TECH SERVICES	MONTHLY MAINT. FEE TO,	1510	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00

M = Manual Check, V = Void Check

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 1510:											
11/13	11/07/2013	89489	722	TUM-A-LUM LUMBER CO	CONCRETE MIX	1310265855	1	2007-431-20-46	SUPPLIES-GENERAL	4.00	4.00
Total 1310265855:											
11/13	11/07/2013	89489	722	TUM-A-LUM LUMBER CO	RED OAK	1310267842	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	15.47	15.47
Total 1310267842:											
11/13	11/07/2013	89489	722	TUM-A-LUM LUMBER CO	METAL FOR ROOFING	1311268471	1	7620-430-10-44	REPAIR AND MAINTENANCE-F	217.53	217.53
Total 1311268471:											
11/13	11/07/2013	89490	758	WALMART COMMUNITY	WIDE CART	04544	1	7110-430-42-46	SUPPLIES-GENERAL	19.32	19.32
Total 04544:											
11/13	11/07/2013	89490	758	WALMART COMMUNITY	WINDSHIELD BLADES, BULB, W	06099	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	17.85	17.85
11/13	11/07/2013	89490	758	WALMART COMMUNITY	WINDSHIELD BLADES, BULB, W	06099	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	17.86	17.86
Total 06099:											
11/13	11/07/2013	89490	758	WALMART COMMUNITY	ZIPLOC BAGS, PINE SOL	06904	1	1000-422-10-46	SUPPLIES-JANTORIAL	35.71	35.71
Total 06904:											
11/13	11/07/2013	89490	758	WALMART COMMUNITY	LINER, PAINT, ROLLER	08832	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	106.29	106.29
Total 08832:											
11/13	11/07/2013	89490	758	WALMART COMMUNITY	TISSUE, DAWN, DUSTER	09846	1	7620-430-10-46	SUPPLIES-GENERAL	43.68	43.68
Total 09846:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	PIPE, TEES, ELLS, CLAMPS	65692904	1	7401-430-62-46	SUPPLIES-GENERAL	951.28	951.28

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 65692904:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	TEES, ELLS, TEFLON TAPE, SE	65695108	1	7401-430-62-46	SUPPLIES-GENERAL	94.21	94.21
Total 65695108:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	HEX BUSH IMPORT	65695814	1	7401-430-62-46	SUPPLIES-GENERAL	6.88	6.88
Total 65695814:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	FITTINGS	65695948	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	14.08	14.08
Total 65695948:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	GAS VENTS	65696776	1	7401-430-62-46	SUPPLIES-GENERAL	128.96	128.96
Total 65696776:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	NIPPLES, ELL IMPORTS, VALVE	65696816	1	7401-430-62-46	SUPPLIES-GENERAL	45.06	45.06
Total 65696816:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	TUBING, BUSHINGS, STRAPS	65697451	1	7401-430-62-46	SUPPLIES-GENERAL	104.33	104.33
Total 65697451:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	WALL VENT, FLEX DUCT, SNAP	65697878	1	7401-430-62-46	SUPPLIES-GENERAL	48.30	48.30
Total 65697878:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	IGNITOR MODULES	65697951	1	7401-430-62-46	SUPPLIES-GENERAL	477.26	477.26
Total 65697951:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	STORM COLLARS	65698310	1	7401-430-62-46	SUPPLIES-GENERAL	8.99	8.99
Total 65698310:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	HIGH TEMP FLASHING, SILICO	65698367	1	7401-430-62-46	SUPPLIES-GENERAL	46.38	46.38
Total 65698367:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	METER GASKETS	65698504	1	7110-430-42-46	SUPPLIES-GENERAL	212.85	212.85
Total 65698504:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	BLOWER MOTOR	65700678	1	7401-430-62-46	SUPPLIES-GENERAL	151.48	151.48
Total 65700678:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	PIPE	65700801	1	7401-430-62-46	SUPPLIES-GENERAL	36.35	36.35
Total 65700801:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	TORCH, BLADE	65700888	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	53.16	53.16
Total 65700888:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	OVVAL PIPE CAP	65702435	1	7401-430-62-46	SUPPLIES-GENERAL	4.68	4.68
Total 65702435:											
11/13	11/07/2013	89491	770	WESTERN NEVADA SUP	ANGLE VALVES	65702899	1	7110-430-42-46	SUPPLIES-GENERAL	467.49	467.49
Total 65702899:											
11/13	11/07/2013	89492	1378	ZITO MEDIA	FIRE DEPT. CABLE	356225062 102013	1	1000-422-10-45	COMMUNICATIONS	33.85	33.85
Total 356225062 102013:											
Grand Totals:										136,331.04	136,331.04

Report Criteria:

Report type: GL detail

Check Voided = False

**REVENUES, EXPENDITURES AND FUND BALANCES REPORT
UNAUDITED**

		Unaudited			Unaudited
<i>s:/Bob/fund Balances Report</i>		6/30/13	YTD	YTD	October
Fund #	Fund Title	Fund Balance	Revenue	Expenditures	Fund Balance as of 10/31/2013
100X	General Fund	2,179,300	768,894	1,400,624	1,547,570
2002	State COPS	38,340	(7)	36,131	2,202
2006	Snow Removal	0	15,460	3,231	12,229
2007	Streets	387,637	144,986	174,407	358,215
2010	Street Mitigation	43,186	13,286		56,472
2011	Police Mitigation	37,810	18,981		56,791
2012	Fire Mitigation	94,648	14,913		109,561
2013	Park Dedication	24,859	(28)		24,832
2014	State of CA - Prop 30/AB 109	24,674	28,273	24,674	28,273
2016	State Comm. Dev. Rev.FD	903,476	2,023	68,085	837,414
2017	State Economic Rev. FD	433,744	910		434,655
2018	Home Revolving Fund	764,214	457		764,671
2030	Traffic Safety	81,452	2,080		83,533
2031	Barry Creek Development	489	(0)		489
2033	Chestnut Street Culvert (was 3004)	25,237	(6)		25,231
2036	Skyline - Numa Signal	77,796	(18)		77,778
2037	Skyline Bicycle Lane	7,465	(2)		7,464
2038	Skyline - Rt 139 Signal	18,021	(4)		18,017
3019	STIP Rehab Project	149,583	716,523	443,522	422,584
3023	Prop 1B CIP	70,856		20,442	50,413
3025	Sierra Park Project CIP	104,837	6,178	3,152	107,863
4001	Miller Fletcher	962,867	4	23,444	939,428
4003	City Hall Debt Service	104,361	27,032	67,877	63,516
711X	Water Funds	1,796,646	816,688	973,527	1,639,808
7201	Airport	1,886,651	71,210	91,348	1,866,513
7301	Geothermal	506,797	30,905	10,593	527,110
740X	Natural Gas	(308,567)	509,775	1,096,758	(895,550)
7530	Golf Course	2,152,128	162,104	174,033	2,140,199
7610	OPEB	(174,803)	14,880		(159,923)
7620	PW Admin/Engineering	23,194	4,294	18,569	8,918
7630	Risk Management	647,824	123,216	313,388	457,652
8402	LAFCO	34,549	28,489	19,887	43,151
8404	Air Pollution	407,799	63,037	52,104	418,732
8405	Air Pollution - Carl Moyer	200,030	(74)	219,414	(19,458)
	TOTALS	13,707,103	3,584,460	5,235,210	12,056,352

Reviewed by:

~~JA~~ City Administrator
City Attorney
DA City Treasurer

X Motion only
Public Hearing
Resolution
Ordinance
Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: November 20, 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 October 2013

FISCAL IMPACT: None

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

ATTACHMENTS: Pooled Cash and Investments Report
Caselle Cash Report
Receipts and Disbursements Report

POOLED CASH & INVESTMENTS

October 31, 2013

POOLED CASH FUND	
Cash Clearing-Utilities	(270)
Cash Clearing-NSF Checks	551
Cash Clearing-Business License	(75)
Bank of America - Checking	458,038
LAIF	11,649,153
Total Cash & Investments	<u>12,107,398</u>

Pooled Cash Allocation:

General	1,090,449
General Fund Restricted	578,314
Special Revenue	1,333,684
Capital Projects	18,745
Debt Service	144,929
Enterprise:	
Airport	(4,726)
Geothermal	261,269
Golf Course	807
Natural Gas	3,295,177
Water	4,343,828
Internal Service	616,549
Trust & Agency	428,373
Total Cash & Inv. Allocations	<u>12,107,398</u>

CASH WITH FISCAL AGENTS

October 31, 2013

General	
Special Revenue	
Capital Projects	
Debt Service	257,270
Enterprise	2,446,191
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,703,462</u>
GRAND TOTAL	<u>14,810,860</u>

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 OCTOBER 31, 2013

COMBINED ACCOUNTS

9999-1001-001	CASH CLEARING - UTILITIES	(270.18)
9999-1001-003	CASH CLEARING - NSF CHECKS		551.17
9999-1001-004	CASH CLEARING - BUSINESS LIC	(75.00)
9999-1001-005	CASH CLEARING - BUSINESS TAX		43,212.00
9999-1011-001	B OF A # 08038-80200		458,038.11
9999-1030-001	LAIF		11,649,153.42
			<hr/>
	TOTAL COMBINED CASH AND INVESTMENTS		12,150,609.52
9999-1000-000	CLAIM ON CASH	(12,150,609.52)
			<hr/>
	TOTAL UNALLOCATED CASH		<u>.00</u>

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE		103,765.84
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT		3,410.82
1004	ALLOCATION TO GF-PANCERA PLAZA		18,100.27
1005	ALLOCATION TO GF-RESERVE ACCOUNT		453,037.31
2002	ALLOCATION TO STATE COPS		159.40
2006	ALLOCATION TO SNOW REMOVAL		10,744.87
2007	ALLOCATION TO STREETS & HIGHWAYS		337,746.71
2010	ALLOCATION TO STREET MITIGATION		56,471.70
2011	ALLOCATION TO POLICE MITIGATION		56,092.67
2012	ALLOCATION TO FIRE MITIGATION		106,553.77
2013	ALLOCATION TO PARK DEDICATION FUND		24,830.80
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109		28,273.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND		120,441.99
2017	ALLOCATION TO STATE ECONOMIC REV FD		232,078.11
2018	ALLOCATION TO HOME REVOLVING FUND		190,991.58
2030	ALLOCATION TO TRAFFIC SAFETY		83,532.74
2031	ALLOCATION TO BARRY CREEK DEVELOPMENT		488.74
2033	ALLOCATION TO CHESTNUT STREET CULVERT		25,231.11
2036	ALLOCATION TO SKYLINE - NUMA SIGNAL		77,778.03
2037	ALLOCATION TO SKYLINE BICYCLE LANE		7,462.55
2038	ALLOCATION TO SKYLINE - RT 139 SIGNAL		18,017.27
3019	ALLOCATION TO STIP REHABILITATION PROJECT	(183,642.94)
3023	ALLOCATION TO PROP 1B IMPROVEMENTS		48,700.92
3025	ALLOCATION TO SIERRA PARK PROJECT		153,687.32
4001	ALLOCATION TO MARK ROOS SERIES B/92		81,412.33
4003	ALLOCATION TO CITY HALL		63,516.45
7111	ALLOCATION TO WATER RATE STABILIZATION FUND		3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS		1,378,157.25
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND		1,807,075.00
7610	ALLOCATION TO OPEB		31,781.67
7630	ALLOCATION TO RISK MANAGEMENT FUND		427,653.22
7650	ALLOCATION TO PAYROLL		144,322.09
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST		6,004.31
8402	ALLOCATION TO LAFCO		35,265.88
8403	ALLOCATION TO SEC 125 AFLAC		1,112.73

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 OCTOBER 31, 2013

	8404 ALLOCATION TO AIR POLLUTION	282,465.36
	8405 ALLOCATION TO AIR POLLUTION-CARL MOYER	103,524.96
		9,336,245.83
	ALLOCATIONS TO RESTRICTED FUNDS	
	 <u>UNRESTRICTED FUNDS</u>	
	1000 ALLOCATION TO GENERAL FUND	1,090,449.38
	7110 ALLOCATION TO WATER SYSTEM	(34,328.98)
	7201 ALLOCATION TO AIRPORT	(4,726.25)
	7301 ALLOCATION TO GEOTHERMAL UTILITY	261,268.80
	7401 ALLOCATION TO NATURAL GAS	1,488,102.21
	7530 ALLOCATION TO GOLF COURSE	806.62
	7620 ALLOCATION TO PW ADMIN & ENGINEERING FUND	12,791.91
		2,814,363.69
	ALLOCATIONS TO UNRESTRICTED FUNDS	
	 TOTAL ALLOCATIONS TO OTHER FUNDS	12,150,609.52
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(12,150,609.52)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	VP Disbursement	Receipts	Balance
10/1/2013				\$241,289.69
10/2/2013				\$241,289.69
10/2/2013			\$593.35	\$241,883.04
10/2/2013			\$7.00	\$241,890.04
10/2/2013			\$7.00	\$241,897.04
10/2/2013			\$13.42	\$241,910.46
10/2/2013			\$407.60	\$242,318.06
10/2/2013	10/1/2013		\$37,561.53	\$279,879.59
10/2/2013		(\$90,471.69)		\$189,407.90
10/2/2013		(\$5,277.46)		\$184,130.44
10/2/2013				\$184,130.44
10/2/2013		(\$331.46)		\$183,798.98
10/2/2013		(\$272.05)		\$183,526.93
10/2/2013		(\$387.46)		\$183,139.47
10/2/2013		(\$315.23)		\$182,824.24
10/2/2013			\$5,693.32	\$188,517.56
10/3/2013	10/2/2013		\$13,112.54	\$201,630.10
10/3/2013			\$3,871.70	\$205,501.80
10/4/2013	10/3/2013		\$30,248.54	\$235,750.34
10/4/2013			\$2,237.98	\$237,988.32
10/4/2013			\$183.62	\$238,171.94
10/4/2013		(\$34,906.74)		\$203,265.20
10/4/2013			\$420.11	\$203,685.31
10/7/2013	10/4/2013		\$16,867.54	\$220,552.85
10/7/2013			\$1,109.33	\$221,662.18
10/7/2013			\$1,795.18	\$223,457.36
10/7/2013			\$364.59	\$223,821.95
10/7/2013		(\$35.00)		\$223,786.95
10/7/2013		(\$702.27)		\$223,084.68
10/7/2013		(\$307.50)		\$222,777.18
10/7/2013			\$2,518.60	\$225,295.78
10/7/2013			\$161.00	\$225,456.78
10/8/2013	10/7/2013		\$45,597.42	\$271,054.20
10/8/2013			\$2,496.77	\$273,550.97
10/8/2013			\$1,771.84	\$275,322.81
10/9/2013	10/8/2013		\$33,789.45	\$309,112.26
10/9/2013			\$2,063.83	\$311,176.09
10/9/2013			\$828.69	\$312,004.78
10/10/2013	10/9/2013	(\$176.38)	\$9,460.48	\$321,288.88
10/10/2013			\$3,031.92	\$324,320.80
10/10/2013			\$0.00	\$324,320.80
10/10/2013		(\$59,761.74)		\$264,559.06
10/11/2013	10/10/2013		\$12,849.88	\$277,408.94
10/11/2013			\$1,949.55	\$279,358.49
10/11/2013			\$477.65	\$279,836.14
10/11/2013			\$837.11	\$280,673.25
10/11/2013			\$1,046.89	\$281,720.14
10/11/2013			\$871.50	\$282,591.64
10/11/2013			\$77.64	\$282,669.28
10/11/2013			\$86,300.00	\$368,969.28
10/11/2013		(\$116.60)		\$368,852.68
10/11/2013		(\$10,505.06)		\$358,347.62
10/15/2013	10/11/2013	(\$439.28)	\$7,291.74	\$365,200.08
10/15/2013			\$851.30	\$366,051.38
10/16/2013	10/15/2013		\$101,297.05	\$467,348.43
10/16/2013			\$4,162.10	\$471,510.53
10/16/2013			\$1,340.60	\$472,851.13
10/17/2013	10/16/2013		\$23,289.29	\$496,140.42
10/17/2013			\$330.49	\$496,470.91
10/17/2013			\$117.36	\$496,588.27
10/17/2013		(\$115.18)		\$496,473.09
10/17/2013		(\$62.44)		\$496,410.65
10/17/2013				\$496,410.65
10/17/2013		(\$4,627.88)		\$491,782.77
10/17/2013		(\$1,034.34)		\$490,748.43
10/17/2013		(\$25,313.88)		\$465,434.55
10/17/2013			\$114.24	\$465,548.79
10/17/2013		(\$99,623.31)		\$365,925.48
10/17/2013		(\$6,488.31)		\$359,437.17
10/17/2013		(\$34,881.68)		\$324,555.49
10/17/2013		(\$59,902.00)		\$264,653.49

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	V/P Disbursement	Receipts	Balance
10/17/2013		(\$47,541.33)		\$217,112.16
10/17/2013			\$2,989.14	\$220,101.30
10/17/2013			\$221.88	\$220,323.18
10/17/2013	10/17/2013		\$9,559.44	\$229,882.62
10/17/2013			\$2,609.26	\$232,491.88
10/17/2013		(\$6,056.68)		\$226,435.20
10/17/2013		(\$3,868.84)		\$222,566.36
10/17/2013		(\$70.22)		\$222,496.14
10/17/2013		(\$5.18)		\$222,490.96
10/21/2013	10/18/2013	(\$1,818.64)	\$7,313.16	\$227,985.48
10/21/2013			\$2,725.99	\$230,711.47
10/21/2013			\$269.94	\$230,981.41
10/21/2013			\$159.11	\$231,140.52
10/21/2013			\$7.00	\$231,147.52
10/21/2013		(\$72.98)		\$231,074.54
10/21/2013		(\$180.00)		\$230,894.54
10/21/2013				\$230,894.54
10/22/2013	10/21/2013	(\$128.93)	\$16,987.38	\$247,752.99
10/22/2013			\$1,013.07	\$248,766.06
10/22/2013			\$219.34	\$248,985.40
10/23/2013			\$32,832.98	\$281,818.38
10/23/2013				\$281,818.38
10/23/2013			\$1,470.03	\$283,288.41
10/24/2013	10/23/2013	(\$7,678.94)	\$111,553.98	\$387,163.45
10/24/2013		s	\$166.00	\$387,329.45
10/24/2013			\$755.58	\$388,085.03
10/24/2013			\$829.98	\$388,915.01
10/24/2013			\$15.56	\$388,930.57
10/24/2013			\$127.47	\$389,058.04
10/24/2013			\$350.00	\$389,408.04
10/24/2013		(\$25.00)		\$389,383.04
10/24/2013		(\$1,100.00)		\$388,283.04
10/24/2013		(\$147,079.04)		\$241,204.00
10/24/2013			\$6.80	\$241,210.80
10/24/2013			\$9,299.00	\$250,509.80
10/24/2013			\$546.06	\$251,055.86
10/24/2013			\$1,915.00	\$252,970.86
10/25/2013	10/24/2013		\$110,021.49	\$362,992.35
10/25/2013			\$28,372.11	\$391,364.46
10/28/2013	10/25/2013		\$16,254.45	\$407,618.91
10/28/2013			\$1,763.36	\$409,382.27
10/28/2013			\$603.11	\$409,985.38
10/29/2013	10/28/2013		\$36,298.79	\$446,284.17
10/29/2013				\$446,284.17
10/29/2013				\$446,284.17
10/29/2013		(\$32,218.01)		\$414,066.16
10/29/2013		(\$39,199.39)		\$374,866.77
10/29/2013				\$374,866.77
10/29/2013		(\$75.00)		\$374,791.77
10/29/2013		(\$85.50)		\$374,706.27
10/29/2013			\$233.00	\$374,939.27
10/29/2013			\$231.59	\$375,170.86
10/29/2013			\$167.57	\$375,338.43
10/29/2013			\$39,213.26	\$414,551.69
10/29/2013			\$58.36	\$414,610.05
10/29/2013			\$96.99	\$414,707.04
10/29/2013			\$31.93	\$414,738.97
10/29/2013		(\$132.80)		\$414,606.17
10/29/2013			\$3,560.26	\$418,166.43
10/29/2013			\$1,135.52	\$419,301.95
10/30/2013	10/29/2013	(\$68.98)	\$15,546.82	\$434,779.79
10/30/2013			\$31.93	\$434,811.72
10/30/2013			\$132.22	\$434,943.94
10/30/2013			\$2,288.80	\$437,232.74
10/30/2013			\$20.00	\$437,252.74
10/31/2013	10/30/2013	(\$125.00)	\$16,179.30	\$453,307.04
10/31/2013		(\$24,752.73)	\$6.80	\$428,561.11
10/31/2013			\$79.37	\$428,640.48
10/31/2013			\$1,380.07	\$430,020.55
11/1/2013	10/31/2013		\$26,259.79	\$456,280.34
11/1/2013			\$1,757.77	\$458,038.11

Reviewed by: JSH City Administrator
 City Attorney

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

Submitted by: Craig C. Platt, Public Works Director

Action Date: November 20, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution Number 13-5008 authorizing City Staff to submit an application for pre-planning funding for the Johnstonville Water System through the California Department of Public Health (CDPH) Safe Drinking Water State Revolving Fund Program

SUMMARY: The City was recently notified by the California Department of Public Health (CDPH) Drinking Water Division of the release of funding through the Pre-Planning and Legal Entity Formation Assistance Program which is a new local assistance set-aside designed to assist communities with the formation of an entity that has the necessary authority to access the SDWSRF project funding process. Due to the time constraints for submission of the application, the Public Works Director signed the application and the authorizing resolution was to follow at the Council's November 20, 2013 meeting.

Funds are intended to assist communities not currently served domestic water from an existing community water system and that cannot access SDWSRF funds due to the lack of an eligible governing entity. The funds are to be used to explore/investigate potentially available existing entities (governing bodies) which would have, or could have, the necessary authority to undertake planning, construction, and operation of a project to solve the drinking water problems of the targeted area or community. Once an appropriate governing entity is identified and there is sufficient public support, then the governing entity would be formed. In some cases the result would be the identification or creation of a regional authority, identification of an existing authority (public water system) which could extend service, or the creation of a new governing authority.

The maximum grant amount per defined community per application is \$250,000.00. The components that the funding can be used for are: 1) study to identify and evaluate options for forming a legal entity; 2) identification of affected geographic area; 3) public outreach; 4) LAFCo costs; 5) legal services; 6) work plan management/administration; and 7) limited water quality testing. The Work Plan will be to: 1) identify water source; 2) document health problem; 3) project purpose/outcomes; 4) community support/public outreach; 5) staff and professional resources; and 6) identification of proposed/appropriate legal entity. The CDPH will rank the applications and make notice of award approximately 30 days from posting the scores. Work Plan activities should begin within 30 days from funding agreement execution.

The town of Johnstonville is eligible for this funding as the California Department of Public Health (CDPH) has received reports of high levels of nitrates in the domestic wells in the Johnstonville

area. If the City receives this funding it will be used to create a legal entity necessary to enable the City to complete the pre-planning requirements to ultimately connect Johnstonville residents into the Johnstonville Water System and abandonment of their domestic wells.

The City will then be eligible for further grants or loans to begin the process of connecting the residents to the Johnstonville Water System.

FISCAL IMPACT: Grant in the amount of \$250,000.00 with no City match.

ACTION REQUESTED: Motion to adopt Resolution Number 13-5008 authorizing City Staff to submit an application for pre-planning funding for the Johnstonville Water System through the California Department of Public Health (CDPH) Safe Drinking Water State Revolving Fund Program in the amount of \$250,000.00

ATTACHMENTS: Resolution Number 13-5008
Application for Pre-Planning Funding

RESOLUTION NUMBER 13-5008
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING CITY STAFF TO SUBMIT THE APPLICATION FOR PRE-PLANNING FUNDING UNDER THE SAFE DRINKING WATER STATE REVOLVING FUND AND SIGN THE FUNDING AGREEMENT, APPROVE CLAIMS FOR REIMBURSEMENT AND SIGN THE FINAL RELEASE FORM

WHEREAS, on November 7, 2013, the City of Susanville made application to the California Department of Public Health for funding under the Pre-Planning program for receipt of grant funds in the amount of \$250,000.00 intended to establish a fundable entity; and

WHEREAS, on November 20, 2013, the City of Susanville City Council adopted a project budget totaling up to \$250,000; and

WHEREAS, prior to the California Department of Public Health issuing a funding agreement, the City of Susanville City Council is required to pass a resolution formally authorizing a person to submit the application and execute the funding agreement, designating a person to approve claims for reimbursement, and designating a person to sign the final release form.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that Public Works Director is hereby authorized to execute and submit the Application for Pre-Planning Funding and sign the funding agreement; and

BE IT FURTHER RESOLVED AND ORDERED, that the Public Works Director is hereby authorized to approve Claims for Reimbursement under the Pre-Planning program; and

BE IT FURTHER RESOLVED AND ORDERED, that the Public Works Director is hereby authorized to execute the Final Release for the Pre-Planning Program; and

BE IT FURTHER RESOLVED AND ORDERED, the authority granted hereunder shall be deemed retroactive. All acts authorized hereunder and performed prior to the date of this Resolution are hereby ratified and affirmed. Any and all acts taken by the Public Works Director that are consistent with the intent and purposes of the foregoing resolutions, shall be and hereby are, in all respects, approved and confirmed. The California Department of Public Health is authorized to rely upon this Resolution until written notice to the contrary, executed by each of the undersigned, is received by the California Department of Public Health. The California Department of Public Health shall be entitled to act in reliance upon the matters contained herein, notwithstanding anything to the contrary contained in the formation documents of the City of Susanville or in any other document.

APPROVED: _____
Rod De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 20th day of November, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

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

CITY OF SUSANVILLE

PUBLIC WORKS DEPARTMENT

720 South Street * Susanville, California 96130
(530)257-1041 * FAX (530)257-1057



November 7, 2013

California Dept. of Public Health
ATTN: Technical Support Unit
Safe Drinking Water State Revolving Fund Program
P.O. Box 997377
Sacramento, CA 95899-7377

RE: Pre-Planning and Legal Entity Formation Assistance Program

Please find attached an executed 2013 Application for Pre-Planning Funding. A certified copy of the authorizing resolution executed by the City Council of the City of Susanville will be submitted after its Wednesday, November 20, 2013 meeting.

If you need anything further please contact me at (530) 257-1041 or by email at:
cplatt@cityofsusanville.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig C. Platt".

Craig C. Platt
Public Works Director



State of California—Health and Human Services Agency
California Department of Public Health



RON CHAPMAN, MD, MPH
 Director & State Health Officer

EDMUND G. BROWN JR.
 Governor

**SAFE DRINKING WATER STATE REVOLVING FUND
 PRE-PLANNING AND LEGAL ENTITY FORMATION ASSISTANCE PROGRAM**

2013 APPLICATION FOR PRE-PLANNING FUNDING

Applicants must submit **one complete paper copy and one digital copy** (on a CD/DVD in Adobe .pdf or Microsoft Word .doc format) of the application and all required attachments and supporting documentation by mail to :

ATTN: TECHNICAL SUPPORT UNIT
 California Department of Public Health
 Safe Drinking Water State Revolving Fund Program
 P.O. Box 997377
 Sacramento, CA 95899-7377

APPLICATION DUE DATE: NOVEMBER 8, 2013 (post marked)

For assistance and application guidance please contact Kim Dinh at (916) 552-9127 or Kim.Dinh@cdph.ca.gov or your local Regional Funding Coordinator (RFC):
<http://www.cdph.ca.gov/programs/Documents/DDWEM/OriginalDistrictMapCDPH.pdf>

APPLICANT (Please print or type)

Legal Name of the Applicant (Name of entity applying for funding)

City of Susanville

Location of the Project (define geographic area and/or identify affected community)

Community of Johnstonville

Title of the Project

Johnstonville Community Service District

County

Lassen

Authorized Representative*

Craig Platt

Title

Public Works Director

Address (number, street)

720 South Street

City

Susanville

ZIP code

96130

Office Telephone

(530)257-1041

e-mail

cplatt@cityofsusanville.org

Mobile Telephone

(530)310-4160

Fax

(530)257-1057

*Authorized Representative: Identify the person who has the authority to sign documents pertaining to this 2013 application and funding agreement for Pre-Planning funds. If there is a change of the authorized representative prior to final execution of the funding agreement, CDPH must be notified immediately in writing with a copy of a new resolution.

APPLICATION CERTIFICATION

I declare under penalty of law the following:

- The truthfulness of all representations in this application;
- The individual signing the form has the legal authority to submit this application on behalf of the applicant;
- There is no current, threatened or pending litigation that may impact the financial condition of the applicant or its ability to complete the proposed Project;
- The applicant will comply with all terms and conditions identified in this application if selected for funding; and
- The applicant has legal authority to enter into a contract with the State.

Signature:

Date:

Title:

Public Works Director

11/07/13

Legal Name of the Applicant

City of Susanville

ADDITIONAL PROJECT CONTACT INFORMATION *(Use additional sheets as necessary)*

List additional people if necessary that may be contacted for the Project. This may include project managers, administrative staff, professional contractors, and individuals filling out this application, etc.

Additional Project Contact Dan Newton		Title/Project Role City Engineer	
Address (number, street) 720 South Street	City Susanville	ZIP code 96130	Office Telephone (530)257-1041
e-mail dnewton@cityofsusanville.org	Mobile Telephone (530)310-4168		Fax (530)257-1057

Additional Project Contact Russ Brown		Title/Project Role Water Utilities Supervisor	
Address (number, street) 720 South Street	City Susanville	ZIP code 96130	Office Telephone (530)257-1041
e-mail rbrown@cityofsusanville.org	Mobile Telephone (530)310-4165		Fax (530)257-1057

Additional Project Contact		Title/Project Role	
Address (number, street)	City	ZIP code	Office Telephone
e-mail	Mobile Telephone		Fax

ORGANIZATION TYPE OF THE APPLICANT *(Use additional sheets as necessary)*

Specify the Organization Type of the Applicant:

<p>Public Organization</p> <p><input checked="" type="checkbox"/> Municipality <input type="checkbox"/> County Agency <input type="checkbox"/> Special District <input type="checkbox"/> Irrigation District <input type="checkbox"/> Other: _____</p>	<p>Private Organization</p> <p><input type="checkbox"/> Incorporated Mutual <input type="checkbox"/> Non-Profit Organization - Federal Tax ID #: _____</p> <p><i>Note: Non-profit organizations must include the appropriate IRS non-profit Federal Tax ID number.</i></p>
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APPLICANT RESOLUTION (OR OTHER AUTHORIZING DOCUMENT APPLICABLE TO YOUR ENTITY)

The applicant must submit a resolution from the applicant's governing body designating the authorized representative and authorizing that individual to apply for SDWSRF Pre-Planning funds, sign a funding agreement, sign a Budget and Expenditure Summary, sign claim forms and a final release. *(See sample resolution at the end of this application.)*

1. Resolution Status:	<input checked="" type="checkbox"/> Pending, copy to be submitted when approved by governing body	<input type="checkbox"/> Approved, copy attached
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If the resolution/other authorizing document has been approved by the applicant's governing body, **attach** a copy of the resolution/authorizing document to the application. If the authorization is pending, state the date that the authorization will be approved and any other information on its status. The resolution/authorizing document should be submitted to CDPH as soon as it is finalized.

2. Provide any additional information on the resolution status (i.e., date scheduled for approval).

Resolution Number 13-5008 is scheduled to be approved by the City Council of the City of Susanville at its November 20, 2013 meeting. A certified copy of the resolution will be forwarded to State Health offices immediately after this date.

WORK PLAN

The work plan consists of two parts:

Part A is in report format, questions and topics to be considered are provided below. Please provide relevant and concise details in your responses.

Part B is intended to be a task oriented overview. Please use the supplied template.

The work plan must be a concise, responsive, and well-developed plan such that the applicant will be ready to proceed with implementation of work plan activities if funding is awarded. Refer to the "Solicitation for 2013 Pre-Planning Applications" for a list of eligible and ineligible Project components: www.cdph.ca.gov/services/funding/Pages/Pre-Planning.aspx

Note: A "Project" for the purposes of the 2013 Pre-Planning application is limited to activities related to assisting communities with existing drinking water quality or quantity public health problems in the exploration and formation of an entity with the required legal authority to enter into a contract with the State for SDWSRF planning or construction funding. These funds are **not** intended to be used for activities which are eligible for funding under SDWSRF planning or construction projects.

WORK PLAN – PART A

1. PROJECT PURPOSE

- a. Provide a description of the Project, issues to be addressed and the goals to be achieved. The objectives should be specific, attainable, and relevant to successful completion of the Project. Discuss information relevant to the success of the Project.

The County of Lassen has operated a small water system in the community of Johnstonville for over 30 years. In that time only one customer has been connected. The County has expressed a desire to transfer the existing infrastructure to the City because the City owns a nearby airport and has the expertise to successfully operate a water system. The City of Susanville sees an opportunity to expand the Johnstonville Water System to additional customers to provide safe reliable drinking water to businesses and residents in the community of Johnstonville. The State Health Department has encouraged the City to look at expanding the system to address health concerns at institutional wells in the community. The City has completed some preliminary work on the expansion of the system and is ready to proceed with the process of establishing a legal entity to operate a Water District in Johnstonville. The City will develop strategies and policies to utilize, enhance and expand existing water infrastructure in the community of Johnstonville in an effort to provide safe, reliable drinking water to residents and businesses.

- b. Describe the Project location. This should include a general description of the affected area and the county in which the affected area is located. **Attach** a map identifying the specific geographical area.
Community of Johnstonville, Lassen County, 4 miles east of the City of Susanville

- c. **Attach** a parcel map that shows the location of homes and/or businesses included in the Project, if available.
To be determined

2. **BACKGROUND**

Identify the drinking water public health problem in the affected community. Questions to address, if applicable, are as follows:

- a. What is the source of water (domestic well or surface water)?
domestic wells
- b. What is the contaminant(s) (if applicable)?
Nitrates
- c. What is the contaminant concentration level(s) (if applicable)? Provide the number of samples collected per parcel and range of detected concentrations, if available. Describe how the results represent the defined geographic area.
See State Health and Lassen County Public Health for this information
- d. Describe the public health problem and explain how it fits into an SDWSRF Category A-G. **Attach** any available supporting documentation.

Consider the following example responses:

- Water quality testing results indicate elevated nitrate concentration levels, including some that exceed the MCL. Documentation attached includes a list of wells serving the affected area, water quality sampling results of a representative number of these wells, and verifies groundwater sources are scattered throughout the community, indicating the problem is widespread. Therefore we believe this would satisfy the requirements for a Category F ranking.
- The community was constructed in a hard rock area, the geology of which is known to cause the limited production of water in wells. In recent years the community has faced an increasing water quantity problem. Documentation attached lists parcels in the affected community and indicates those with a considerable decrease in pumping rates, including some wells that have gone dry. It is our understanding this supports a Category E ranking.

Water quality testing results indicate elevated nitrate concentration at institutional wells in the community. The population density may be adequate to support a single service provider with the proper expertise and resources to operate a community water system. To be successful, additional connections would need to be made to expand the community water service.

3. **COMMUNITY SUPPORT**

Community support is crucial to the successful completion of your Project. Please use the below section to demonstrate the extent of your public outreach and the public's response to it. A *Sample Acknowledgement Form* has been provided at the end of this application for your use. (Note that points are awarded based upon the degree of community support received. **Only property owner(s) of developed parcels can commit to participating as that is the person(s) with the legal authority to bind the property.**)

- a. Has the governing entity to be formed already been determined?

No

If yes, please describe the steps taken to determine the entity, any pre-formation activities and **attach** any supporting documentation (if applicable).

- b. Have the steps to form the selected governing entity been identified? YES NO

If yes, have the tasks to accomplish the formation been included in Part B of the work plan? YES NO

Include any comments on the selected governing entity or its formation or governance, if necessary, in the box below.

Governing entity will be the City of Susanville City Council which is already a legal established entity operating the City of Susanville Municipal Water System. However, outside jurisdictional boundaries of the City may need to establish a district with defined authority.

- c. Is there written proof of support by affected property owners to be part of the Project? YES NO

If yes, please describe the steps taken and **attach** any supporting documentation.

- d. If the applicant has conducted public outreach or held community meetings to gauge support of the Project, describe those actions in detail and **attach** any relevant supporting documentation.

This will be accomplished as part of the planning study.

4. PERSONNEL

Applicants may use outside professional services or in-house staff to complete the tasks and deliverables identified in Part B of the work plan. In any case, it is the applicant's responsibility to ensure qualified and competent staff is assigned. Please note that several points are awarded based upon your diligence in this regard. Guidance on procurement of professional services can be found on our website at:

<http://www.cdph.ca.gov/certlic/drinkingwater/Documents/Funding/CaliforniaGuidetoSelectEngineeringFirm082012.doc>

- a. Will any tasks identified in Part B of the work plan be contracted out?

Yes

If professional services provider(s) have been selected, provide documentation which defines the cost structure (hourly fee vs. project fee), cost overrun containment, due dates, services to be performed, deliverables if applicable, etc. Include information on the provider's experience, clients served, etc. (Resumes may be **attached** to your application.)

None selected to date

- b. Describe the process that will be used to assure services are engaged on the basis of demonstrated competence and qualifications for the types of services to be performed. Include personnel expertise, experience (including unique contributions of each member or partner in the Project to achieving its overall purpose and objectives), proposed management, etc.

An RFQ will be advertised which will be used to determine best qualified.

- c. For the in-house staff which will be used, provide a list of those staff positions by title. Identify the staff's annual salary, percentage of time assigned to the Project, total cost for the budget period, and project role. Compensation paid for employees engaged in the work activities must be consistent with payments for similar work within the applicant organization. Note that for salaries to be allowable as a direct charge to the Pre-Planning grant, a justification of how that person will be directly involved in the Project must be provided. General administrative activities/duties such as answering telephones, filing, typing, or accounting duties are not considered acceptable. (**Attach** the list of staff to your application, if applicable.) Below is a sample computation for in-house personnel:

Position/Title	Annual Salary	% of Time Assigned to Project	Cost
Project Manager	\$50,000	30%	\$15,000
Legal Counsel	\$175 per hour	20 hours	\$3,500
<i>(for sample purposes only)</i>			

Complete the following for the proposed Project:

Position/Title	Annual Salary	% of Time Assigned to Project	Cost
To be determined	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Note: this table is editable – please add rows as needed.

- d. Fringe Benefits for In-house Staff – Identify the percentage used and the basis for its computation. Only report fringe benefits for the staff identified in 4c above and for the percentage of time or hours devoted to the Project. Fringe benefits include but are not limited to the cost of leave, employees insurance, pensions, and unemployment benefit plans. You should not combine the fringe benefit costs with direct salaries and wages in the personnel cost identified in 4c above.

To be determined

- e. Indirect/overhead costs – Similar to fringe benefits, identify indirect/overhead costs associated with the Project and explain the basis for computation.

To be determined

- f. Travel – Explain the need for any travel. Mileage costs are limited to the federal reimbursement rate in affect at the time travel occurred.

To be determined

WORK PLAN – PART B

Instructions: Please use the template provided below to identify the Project tasks to be performed. Include specific deliverables, timelines, costs, and assigned personnel (by title or other, not by name) for each task and a brief description of their responsibilities.

WORK PLAN – PART B (TEMPLATE)

APPLICANT: City of Susanville

PROJECT TASKS	DELIVERABLES	PERSONNEL	TIME TO COMPLETE	COST
Task 1: Community Assessment/Public Outreach	Map with potential customers. Costs to develop community system.	To be determined	2 Months	\$50,000.00
Task 2: Proposed System Design Concept		To be determined	3 Months	\$75,000.00
Task 3: Develop Implementation Costs	Phased costs for projects with key importance	To be determined	1 Month	\$50,000.00
Task 4: Identify Implementation Funding	List possible funding sources	To be determined	1 Month	\$25,000.00
Task 5: Define Governance Plan	Document scope refining the water district governance	To be determined	2 Months	\$25,000.00
Task 6: Property-Owner Commitments	Written commitments from property owners to connect to water system	To be determined	6 Months	\$25,000.00
Task 7:				\$0.00
<i>(add additional rows as needed)</i>				\$0.00
TOTAL COST AND TIME TO COMPLETE			15 Months	\$250,000.00

Note: this template is editable – please add rows as needed.

- assess fees for domestic water supply on property owners and consumers in the targeted area or community(ies)
- legally bind the targeted area/community(ies) including affected individual property owners to accept and pay for domestic water supply from the selected entity
- hold necessary water rights or legally contract for water supply needed to supply the targeted area/community(ies)
- acquire or construct the necessary facilities
- acquire necessary rights to an adequate water supply source
- enter into a funding agreement with CDPH on behalf of the targeted area/community(ies)
- assess/charge the homeowners, as necessary, to fund any part of a Project not provided as grant funds and also to operate and maintain the Project for the long-term
- enter into contracts as necessary, with adjacent or neighboring public water systems for water supply sources
- enter into contracts with adjacent or neighboring public water systems for purposes of consolidation. This includes authority to transfer existing facilities (e.g. wells and distribution facilities) as necessary to achieve a consolidation or regional solution

Application Completeness Review Checklist

This checklist **must** be completed and submitted in the application. CDPH will determine the adequacy of the information submitted in its sole discretion.

Applicants are advised that only applications determined by CDPH to be complete will be processed. Partial applications **will not** be considered as "received" and **will not** be processed. CDPH will notify an applicant by letter when the application is deemed complete, at which time the review process will begin.

Complete	Section	Description
<input checked="" type="checkbox"/>		Signed Application
<input type="checkbox"/>		Applicant Resolution
<input checked="" type="checkbox"/>	WORK PLAN PART A	Completed Work Plan – Part A
<input type="checkbox"/>	WORK PLAN PART A1 (a-d)	Supporting Documentation of Public Health Threat
<input type="checkbox"/>	WORK PLAN PART A2 (b, c)	Geographic Map and Parcel Map(s) including APNs
<input type="checkbox"/>	WORK PLAN PART A3 (a-d)	Consent Form(s) (if provided)
<input type="checkbox"/>	WORK PLAN PART A4 (a, b)	Professional Services – Fee Structures, Resumes and Experience (if applicable)
<input checked="" type="checkbox"/>	WORK PLAN PART A4 (c)	In House Personnel – Roles and Salaries (if applicable)
<input checked="" type="checkbox"/>	WORK PLAN PART B	Completed Work Plan – Part B

Reviewed by: JST City Administrator
 _____ City Attorney

Submitted by: Craig C. Platt, Public Works Director

Action Date: November 20, 2013

SUSANVILLE MUNICIPAL ENERGY CORPORATION AGENDA ITEM

SUBJECT: Susanville Municipal Energy Corporation (SMEC) Annual Report
for Fiscal Year 2012-2013

PRESENTED BY: Craig C. Platt, Public Works Director

SUMMARY: Attached is the Susanville Municipal Energy Corporation (SMEC) Annual Report pursuant to the requirements of the City of Susanville ordinances to provide a brief overview of the operation and capital improvement project activities for the City's Water Division, Geothermal Division and Natural Gas Division to SMEC Members.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion accepting the Susanville Municipal Energy Corporation (SMEC) Annual Report for Fiscal Year 2012-2013.

ATTACHMENTS: Annual Report

SUSANVILLE MUNICIPAL ENERGY CORPORATION (SMEC)

CORPORATION MEMBERS

SUSANVILLE CITY COUNCIL

	<u>Expiration Date</u>
Mayor Rodney E. De Boer	June 2014
Mayor Pro Tem Brian Wilson	June 2016
Council Member Lino P. Callegari	June 2016
Council Member Cheryl L. McDonald	June 2014
Council Member Nicholas McBride	June 2016

CITY ADMINISTRATOR - Jared G. Hancock

PUBLIC WORKS DIRECTOR - Craig C. Platt

ARTICLES OF INCORPORATION AND BYLAWS:

Approved November 18, 1981
Revised July 12, 1983
Revised August 21, 1996
Revised March 2010

AGREEMENT TO TRANSFER GEOTHERMAL PROJECTS TO SMEC BY THE CITY:

Approved May 19, 1982
Suspended May 11, 1983

OPENING STATEMENT

The City of Susanville Public Works Department submits a brief overview of the operation and capital improvement project activities for the City's Water, Geothermal and Natural Gas Divisions to the Susanville Municipal Energy Corporation (SMEC) Members for review.

GENERAL

The adopted City Budget for FY 12-13 provided for a continuation of City services and functions that maintain the FY 11-12 level of services.

The most current audited financial information available completed by Moss, Levy and Hartzheim, CPA's, is for FY 11-12. FY 12-13 audit will be available January 2014.

A special operational audit for Natural Gas was performed by Interstate Gas Services Inc. that started in FY 04-05 and is continuing.

WATER DIVISION

The Water Division crew has continued to repair and replace aging water main lines and service lines. The SCADA System has continued to be updated so that all wells, tanks, pressure reducing valves and booster stations communicate electronically 24 hours/7 days a week to keep City crews aware of potential problems.

Water Meter Reading

A meter reading program was implemented in 2004-2005 allowing for a 1% or less reading error rate. The program also requires the meter readers to inspect, maintain, and/or replace defective water meters as they are found.

SCADA Communications

The dedicated phone lines that controlled the City's wells, pressure reducing valves and booster stations have all been converted to a licensed radio system. This conversion has saved over \$14,000.00 annually.

24 Hour/7 Days a Week Customer Service

The City has a 24 hour/7 days a week telephone number (257-7236) to provide immediate response for service calls as well as after-hours emergency response. The Water Division crew have many years of experience and training and certifications in water systems management.

In June 2008 water fees were increased to provide revenue specific funding and placed in a special operational fund for the replacement of the aging water system.

Water Meter Replacement Program

With the new water replacement funding available the department has started to replace all the twenty (20) year old meters with the new radio read units. The Water Division Meter Readers continue to identify non-functioning or failing water meters and have them replaced when identified.

Capital Improvement Projects

In March 2013, the City Council approved Resolution No. 13-4938 authorizing consolidation of the water meter replacement projects. There are currently 3,803 meters within the City that will be replaced. This project is on schedule and will be completed by summer of 2014.

In March 2012, the City Council approved Resolution No. 12-4841 authorizing installation of a new SCADA PLC Control System on the North Street PRV to control the output of Well #3. The controls for this project were installed in the spring of 2013 and will be completed by fall 2013.

In August 2012, the City Council approved Resolution No. 12-4899 authorizing emergency repairs at City Water Well #3 to replace the failed 14-inch steel main and installing approximately 160 feet of 12-inch C900 main from the well head to Johnstonville Road.

In May 2013, the City Council approved Resolution No. 13-4945 for pulling and rebuilding of Well #4. This project will start in the fall of 2013 when the well is not needed for summer water demands.

As of June 30, 2013 the Water Fund has a cash balance of: \$4,500,014.10

Commercial and residential water customers as of June 30, 2013: 3,802

NATURAL GAS DIVISION

The Natural Gas Division crew has continued to install new main and service lines to expand service to new customers. A SCADA System has also been updated so that all key systems are monitored and communicate electronically 24 hours/7 days a week to keep City crews aware of potential problems.

Natural Gas Meter Reading Program

The City has moved away from using dial face natural gas meters by replacing them with numeric face natural gas meters which provides for a higher standard of accuracy in reading. A meter reading program was implemented in 2004/2005 that allows for a 1% or less reading error rate. The program also includes that the meter readers are to inspect, maintain, and/or have a work order issued to replace defective gas meters, if found.

Natural Gas System Construction and Maintenance

The City's Natural Gas Division crew works with state of the art equipment for production and safety during the installation and construction of natural gas lines. This equipment includes directional boring and rock wheel trenching equipment. The result is that the City installs natural

gas main and service lines more cost effectively and then those savings are passed on to its customers.

24 Hour/7 Days a Week Customer Service

The City Natural Gas Division has a 24 hour/7 days a week telephone number (257-7236) for the customer service program to better serve in-house natural gas needs and to facilitate a smoother conversion process. The Natural Gas Division crew have years of experience and training in safe operations of natural gas to better protect and serve its customers.

In June 2013, the City Council established a new lower volumetric rate of \$2.14 per therm up to 450 therms per meter cycle and \$2.06 per therm over 450 therms and will be review every year in May- June to continue the current discount, lower it, or let it expire based on current costs to the Natural Gas Enterprise Fund.

City crews have been updating the gas meter registers to the radio read registers along with the water meter replacement project when the water meters are replaced.

The Natural Gas Enterprise Fund ended the 2010-2011 year with positive cash and had paid back the pooled cash it borrowed over its construction and startup period. The refinancing of the original interest-only \$24,000,000 12-year bonds due in May 2011 on the Natural Gas Enterprise Fund, was completed August 24, 2010 and will be paid over 35 years and include principal and interest payments.

As of June 30, 2013 the Natural Gas Fund as a cash balance of: \$3,205,380.80

Commercial and residential gas customers as of June 30, 2013: 2,785

GEOHERMAL SYSTEM

The City continues to operate its commercial geothermal well, Susan 1 on South Lassen Street, which supplies heating to City and County facilities, Lassen High School, Credence High School, Diamond View Middle School and a large apartment complex.

The geothermal system was added to the City's SCADA system in 2009 to monitor system pressure and will now alarm City Crews when the system goes down due to a power outage or system failure of any kind.

The geothermal well control project upgrade has been completed. This project replaced the old chart recorders on site and added it to the City's SCADA Control System. This upgrade gave the operator remote control of the well to be able to do a remote shut down or startup after a power failure or do an emergency shutdown if needed. It will also record current well output and meter the water going back into the reinjection well and monitor the current water temperature.

As of June 30, 2013 the Geothermal fund as a cash balance of: \$239,835.14

Reviewed by: ~~CA~~ City Administrator
 City Attorney

 Motion only
 Public Hearing
 X Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: November 20, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Resolution No. 13-5009 approving Contract for Transportation Planning Professional Services

PRESENTED BY: Jared G. Hancock, City Administrator

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

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

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

With this change, local LCTC and Cal Trans staff was unsure of how the unexpended 2012 TE funds could be used if they had not already allocated to an approved project. The City initially received information that the TE fund would still be available if an application was submitted before the end of 2013. We have since been informed that this information was incorrect and that the project is not eligible to use the unexpended 2012 TWE funds. If the City wished to pursue this project it will have to be programmed in the next STIP funding cycle and funding will come out of the STIP. It is anticipated that the LCTC will approve the STIP program funding for project at their November 18, 2013 meeting.

As a result, the Contract the City entered into with Greendot Transportation solutions is proposed to be amended to reflect additional work that will be needed to take the project through the normal STIP project funding process

PROPOSAL:

The City proposes to revise its contract with Greendot Transportation Solutions owner Jeff Schwein to prepare a project study report required by Cal Trans for the project. Jeff has been working locally with the Lassen County Blueprint Plan and is very familiar with the region and most importantly is familiar with local Cal-Trans procedures and personnel. Jeff brings many years of transportation planning experience to the City which will be invaluable to this process.

The amended proposal submitted by Greendot Transportation Solutions is a not to exceed cost of \$15,840 for the PSR application work. Transportation planning funds will be used to cover these costs.

FISCAL IMPACT: \$15,840 from Lassen County RTT Planning fund 2007.431.27.4340

ACTION REQUESTED: Adopt Resolution 13-5009 entering into the contract with Greendot Transportation Solutions

ATTACHMENTS: "A" – Greendot Contract

RESOLUTION NO.13-5009
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING PROFESSIONAL SERVICES AGREEMENT
WITH GREENDOT TRANSPORTATION SOLUTIONS TO PROVIDE
TRANSPORTATION PLANNING SERVICES

WHEREAS, the City of Susanville is developing transportation related projects to enhance the safety and operational efficiency of the City's existing transportation infrastructure; and

WHEREAS, the City of Susanville is development transportation related projects that will improve the function of connectivity and aesthetics of transportation facilities within the City; and

WHEREAS, the City of Susanville is striving to improve public health by improving facilities and access to alternative modes of transportation including transit, pedestrian and bicycle modes; and

WHEREAS the expertise of a professional transportation planner is necessary to assist in the development and secure funds for transportation related projects; and

WHEREAS, Jeff Schwein owner of Greendot Transportation Solutions has the expertise to provide these services.

WHEREAS, the City Council has reviewed and approved the Agreement for Services attached hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Susanville does hereby authorize the Mayor to execute an Agreement with Greendot Transportation Solutions to provide professional services to the City of Susanville.

APPROVED: _____
Rod E. De Boer, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The forgoing Resolution was adopted at a regular meeting of the Susanville City Council held on the 20th day of November, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

AGREEMENT FOR CONSULTING SERVICES

This Agreement for consulting services between the City of Susanville (City) and Greendot Transportation Solutions (Contractor), a professional services sole proprietorship.

In consideration of the services to be rendered and the sums to be paid therefore, and each and every covenant and condition contained herein, the parties agree as follows:

1. IDENTIFICATION OF CONTRACTOR

Name: Green DOT Transportation Solutions
Address: 117 Meyers Street, Suite 120
City, State, Zip Chico, CA 95928
Phone No.: 530-895-1109

2. SERVICES

The services provided by the Contractor consist of professional services related to transportation planning. This includes the preparation of a Project Study Report/Project Development Support for the South Susanville Gateway Project as defined in the attached Cost Estimate.

3. TERM

The term of this contract shall be:

Start: Nov 1, 2013
Finish: June 30, 2014

The contract may be amended based on the availability of funds and upon written Agreement of both parties.

4. PAYMENT

The City shall pay Contractor at a rate not more than \$120 per hour, not to exceed a total of \$15,840 on a time and materials basis

Contractor shall submit request for payment after completion of services no later than the fifth day of the month following provision of services. Request for payment shall be submitted to the following address:

Name: City of Susanville
Address: 66 North Lassen Street
City, State, Zip Susanville, CA 96130
Phone No.: 530-252-5104

5. FACILITIES

Contractor shall at his/her sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement.

6. DESIGNATED REPRESENTATIVES

City Representative: Jared Hancock
Contractor Representative: Jeff Schwein

7. INDEPENDENT CONTRACTOR

At all times during the term of this Agreement, Contractor shall be responsible for Contractor's own operating costs and expenses, property and income taxes, worker's compensation insurance, and any other costs and expenses in connection with the performance of services under this Agreement. Contractor agrees that he or she shall not be an employee of the City. The City shall have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement.

8. LICENSES, PERMITS, ETC.

Contractor represents and warrants to the City that he/she has all licenses, permits, qualifications and approvals legally required for Contractor to practice his or her profession. If at any time Contractor ceases to have the licenses, permits, qualifications or approvals required for Contractor to practice his or her profession, Contractor will immediately notify the City and this Agreement may be terminated at the City's sole discretion.

9. INSURANCE

During the term of this Agreement, Contractor shall maintain in full force and effect, a policy of commercial automobile insurance with bodily injury coverage \$1,000,000 combined single limit. Contractor shall provide the City with proof of current insurance at the request of the designated representative.

During the term of this Agreement, Contractor shall maintain in full force and effect, a policy of comprehensive professional general liability insurance with minimum coverage of \$1,000,000 per occurrence and with not less than \$2,000,000 aggregate.

10. STANDARD OF PERFORMANCE

Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by competent practitioners of the profession in which Contractor is engaged.

11. INDEMNITY

Contractor shall defend, indemnify, and hold harmless the City and it’s employees from liability for damage or claims for damage for personal injury, including death, as well as for property damage, which may arise from the intentional or negligent acts or omissions of Contractor in the performance of services rendered under this Agreement.

12. TERMS

The City agrees to pay Contractor within 30 days of receipt of invoice from Contractor.

13. TERMINATION

The City and Contractor shall each have the right to terminate this Agreement upon 30 days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on:

November 6, 2013.

“City”

“Contractor”

(Signature)

(Signature)

Jared Hancock, City Manager

Jeff Schwein, Owner

City of Susanville

Green DOT Transportation Solutions

Susanville South Gateway Project
Development of Project Study Report / Project Development Support (PSR/PDS)
Cost Estimate

	Hours		Cost
Obtain and review existing reports, studies, mapping and other			
1 information	2	\$	240.00
2 Project team review of project site	3	\$	360.00
3 Develop alternatives	20	\$	2,400.00
4 Design standard conformance review	5	\$	600.00
5 Stormwater initial review	4	\$	480.00
6 Right of way needs summary	5	\$	600.00
7 CSS documentation	2	\$	240.00
8 Consistency review	3.5	\$	420.00
9 Traffic engineering performance assessment	20	\$	2,400.00
10 Mapping	10	\$	1,200.00
11 Finalize preliminary design	15	\$	1,800.00
12 Environmental determination	2.5	\$	300.00
13 Cost estimates	4	\$	480.00
14 Project schedule	0.5	\$	60.00
15 Risk assessment	0.5	\$	60.00
16 Prepare Quality Management Plan	2.5	\$	300.00
17 Transportation Planning Scoping Information sheet	2	\$	240.00
18 Caltrans review	0.25	\$	30.00
19 Obtain approval	0.25	\$	30.00
20 Inter-agency coordination	10	\$	1,200.00
21 Project Management	10	\$	1,200.00
22 Prepare RTIP submittal for City Projects	9	\$	1,080.00
23 Prepare ATP application for Gateway funding	6	\$	720.00
		\$	15,840.00

Reviewed by: ~~Y~~ City Administrator
 City Attorney

 X Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: November 20, 2013

CITY COUNCIL AGENDA ITEM

SUBJECT: Law Enforcement Shooting Range

PRESENTED BY: Tom Downing, Police Chief

SUMMARY: A discussion will be conducted regarding potential sites for a new law enforcement shooting range.

FISCAL IMPACT: None.

ACTION REQUESTED: Information Only.

ATTACHMENTS: None.