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

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

Susanville City Council
Regular Meeting ♦ City Council Chambers
August 20, 2014 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 14-5084

Next Ordinance No. 14-1000

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 LEGAL COUNSEL – Anticipated litigation: Significant exposure to litigation pursuant to Government Code §54956.9 (b): two potential claims
- B 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
- C PUBLIC EMPLOYMENT pursuant to Government Code §54957:
 - 1 Airport Manager Contract
 - 2 Temporary Building Official services

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: Theodore Friedline*
- *Proclamations, awards or presentations by the City Council:*
 - 1) Outgoing Planning Commissioner Recognition
 - 2) Employee Service Recognition
 - 3) Community Service Recognition (Crossroads)

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 July 2, 2014 meeting
- B Approve vendor warrants numbered 91623 through 91713 for a total of \$344,479.64 including \$101,817.09 in payroll warrants
- C Receive and file Finance Reports: June 2014

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

- A Consider approval of **Resolution No. 14-5079** increasing out of area fire department budget for fiscal year 2014/2015
- B Consider approval of **Resolution No. 14-5080** authorizing Mayor to execute hangar lease agreement with Jerry and Lori Pool/ Hangar #26
- C Consider approval of **Resolution No. 14-5081** authorizing Mayor to execute hangar lease agreement with Robin Henry/ Hangar #27
- D Consider approval of **Resolution No. 14-5082** and authorize execution of custodial services contract with Miller Cleaning Services
- E Consider approval of **Resolution No. 14-5083** authorizing the purchase of vehicle for police department
- F Consider approval of donation to Lassen County Arts Council
- G Consider approval of park fee waiver for Fund Raiser Event, September 10, 2014
- H Consider approval of temporary building official services

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Ordinance No. 14-0999** amending the definition of tobacco use; waive second reading and adopt
- B Consider **Ordinance No. 14-0997** regulating the cultivation of Marijuana; waive first reading and introduce
- C State Water Board Emergency Regulations and Implementation of Stage 2 of the City's Water Shortage Contingency Plan

13 CITY ADMINISTRATOR'S REPORTS:

- A Roop's Fort Restoration Project
- B Police Department Update
- C Letters of Appreciation
 - a) Lassen County Chamber of Commerce
 - b) Lassen Land and Trails Trust
- D Design Services for Parks

14 COUNCIL ITEMS:

- A AB1234 travel reports:

15 ADJOURNMENT:

- *The City Council has announced that no meeting will be held September 3, 2014*
- *The next regular City Council meeting will be held on September 17, 2014 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, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for August 20, 2014 in the areas designated on August 15, 2014.



Heidi Whitlock,
Assistant to the City Administrator

Reviewed by: XGH City Administrator
MM City Attorney

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's July 2, 2014 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's July 2, 2014 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's July 2, 2014 meeting.

ATTACHMENTS: Minutes: July 2, 2014

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

Regular Meeting Minutes

July 2, 2014 – 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 Brian Wilson.

Roll call of Councilmembers present: Kathie Garnier, Rod E. De Boer, Lino P. Callegari, and Mayor Brian Wilson. Absent: Nicholas McBride

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

1 APPROVAL OF AGENDA:

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve the agenda as submitted; motion carried. Ayes: Garnier, De Boer, Callegari, and Wilson. Absent: McBride

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:02 p.m. the Council recessed to closed session to discuss the following:

- A CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation: Significant exposure to litigation pursuant to Government Code §54956.9 (b): two potential claims
- B PUBLIC EMPLOYMENT pursuant to Government Code §54957: Airport Manager Contract
- C CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8
 - Property: APN: 103-294-02 / 606 Nevada Street
 - Agency Negotiator: Jared G. Hancock, City Administrator
 - Negotiating Party: Craig Sanders
 - Under negotiation: Price/conditions/terms of lease

At 6:06 p.m. Councilmember McBride entered the chambers and assumed his seat at the dais. Closed session adjourned at 6:45 p.m.

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

Staff present: Dan Newton, City Engineer/Interim Public Works Director; Theodore Friedline, Fire Chief; Deborah Savage, Finance Manager; Tom Downing, Police Chief; and Gwenna MacDonald, City Clerk.

Mr. Hancock stated that the agenda was approved as submitted, and that the City Council gave direction in Closed Session regarding two items and there was no reportable action. Mr. Hancock introduced Krystle Hollandsworth, the Administrative Staff Assistant, and welcomed her to the Administrative Services team.

Chief Friedline provided an update regarding the June 21, 2014 clean up event.

Councilmember De Boer offered the Thought of the Day.

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

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

- A Receive and file minutes from the May 21, 2014 City Council meeting
- B Approve vendor warrants numbered 91110 through 91279 for a total of \$748,240.25 including \$132,629.77 in payroll warrants
- C Consider **Resolution No. 14-5062** approving appointments to various boards, commissions and committees

Mayor Wilson requested the removal of item 6C for separate discussion.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve Item 6A and 6B; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Mayor Wilson confirmed that the committee appointments were acceptable to the respective councilmembers.

Councilmember Garnier noted that the Loan Committee appointment would create a conflict for her. Mayor Wilson suggested that he serve as the delegate with Councilmember De Boer serving as alternate.

Motion by Councilmember Callegari, second by Councilmember De Boer, to approve Item 6C with the correction as noted; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

7 **PUBLIC HEARINGS:** No business.

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

9 **NEW BUSINESS:**

9A Consider approval of Resolution No. 14-5074 appointing authorized signatories to draw on City accounts Ms. Savage reported that in 2010 the City Council adopted Resolution No. 10-4600 appointing the staff positions that are authorized to sign on the City's Bank of America account. Those positions include the Mayor, Mayor Pro-Tempore, City Treasurer, City Clerk and City Administrator. The position of City Treasurer was abolished by Ordinance No. 14-0995 effective June 30, 2014 and the authorized signer designation needed to be updated accordingly.

Motion by Councilmember De Boer, second by Councilmember Garnier, to approve Resolution 14-5074; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

Councilmember De Boer asked if it would be appropriate for an American Legion member to vote on item 9B. Mr. Talia confirmed that would it be appropriate if there were no financial interest.

9B Consider approval of surplus equipment donation to American Legion Eagle Lake Post #162

Mr. Hancock reported that the City has been made aware that the American Legion Eagle Lake Post in Spalding has a need for street closure signs to divert traffic during parades and other events for the protection of spectators and participants. The American Legion is a non-profit Veterans organization, and

plays an active role in the support of the community, relying on active membership, participation and volunteerism for the betterment of the citizens of Susanville and surrounding area. Public Works staff has been working to prepare a list of obsolete equipment and items to designate as surplus, have determined that five or six used road block signs have exceeded their useful life for use in the City.

Motion by Councilmember Garnier, second by Councilmember Callegari, to approve the donation; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

9C Consider approval of donation to Lassen County Fair for 2014 fireworks display Mr. Hancock explained that the Lassen County Fair sponsors an annual Fourth of July fireworks display at the fairgrounds. In the past the City has provided a monetary contribution for the event, and the Fair Board has requested \$2,500 in civic promotion funds for the 2014 display. The City has been notified of a change in insurance coverage that will require the City to be listed as additional insured on a policy providing at least \$5 million in coverage if they are going to sponsor the event. Staff will be requesting proof of insurance coverage prior to fund transmittal.

Mayor Wilson asked what the cost would be to the Fair for that limit of coverage.

Mr. Hancock responded that it was his understanding that the Fair already had a policy in place with the \$5 million coverage limit. He clarified that if the City were to contribute \$2,500 to the Fair for general support of Fair events that the additional insured listed on a \$5 million dollar policy is not required. However, specifying that the contribution is for fireworks display will trigger the higher liability limit.

There was a general discussion regarding the definition of supporting a community event, including traffic closure assistance, staff time, and the various other ways that the City has supported community groups and events. There was a concern that imposing a higher limit for insurance company would prevent some of the more popular events, such as the Magical Country Christmas, which has a fireworks display, from being held.

Mayor Wilson asked if the Fair indicated the reason for requesting an additional \$500 over the 2013 contribution. Mr. Hancock responded that they did not.

Motion by Councilmember De Boer, second by Councilmember Callegari, to approve the donation of \$2,500 for the Lassen County Fair July 4th celebration; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS:

12A Consider appointment of 2014 Annual League of California Cities Voting Delegate and 2014 Council attendees Ms. MacDonald reported that the League of California Cities 2014 Annual Conference is scheduled for September 3 through 5, 2014 in Los Angeles and as part of the Conference the League conducts its annual business meeting, where the League membership considers and takes action on resolutions that establish League policy. In order to vote at the annual business meeting, the City Council must designate a voting delegate and up to two alternates. It is estimated that attendance for the

conference will be approximately \$1,550 per person. The cost includes round trip air fare, lodging, and per diem based upon the City's approved Travel Policy.

It was the consensus of the City Council to authorize travel for Councilmember De Boer, Councilmember Garnier, Mayor Wilson, and the City Administrator. Councilmember De Boer was appointed as voting delegate with Councilmember Garnier and Mayor Wilson as first and second alternate.

Motion by Mayor Wilson, second by Councilmember De Boer, to approve travel and League representation; motion carried unanimously. Ayes: Garnier, McBride, De Boer, Callegari and Wilson.

13 CITY ADMINISTRATOR'S REPORTS:

13A 2014 State Transportation Improvement Program (STIP) Report Mr. Newton explained the programming process for utilization of State Transportation funds for completing rehabilitation projects for City streets. At its March 2014 meeting, the California Transportation Commission (CTC) adopted the 2014 State Transportation Improvement Program with over \$10,000,000 in funding programmed for City street projects over the next five years. He referred to a map included in the staff report which detailed the streets scheduled for maintenance and corresponding funding year. Approximately \$5.7 million is programmed within the first two years of the five year STIP cycle. A portion of the funding will be utilized for drainage improvements and upgrades to pedestrian facilities. He explained that for the past several years, the City has relied on STIP funding to rehabilitate streets and several City streets have deteriorated beyond the point that maintenance, such as crack sealing, cape sealing, or fog sealing will extend the pavement life. After rehabilitation of a street, routine maintenance is important and those dollars go further to extend useful pavement life. The proposed projects will be funded with State and Federal Funds, and staff will be reimbursed for time spent on projects. Prior to beginning any project, a Program Supplement Agreement will be brought to Council for consideration and approval for each project component.

There was a general discussion regarding various City streets that are in a severely degraded condition, the process of an overlay versus complete re-build of the street base and options to address major problem areas before they deteriorate into dirt roads.

Mr. Hancock commended Mr. Newton on the preparation involved in putting the City in a competitive position to utilize this funding. It is a fairly complicated process and reflects an extensive amount of work by the Public Works Department.

Jim Chapman commended the Public Works Department for doing so well with the limited funding available through the State and Federal programs, because you cannot count on it so to have key areas and projects identified to be ready for funding when it does become available is a benefit to the citizens.

13B Quarterly Department report: Fire Department Battalion Chief Moore reviewed the activity of the fire department including responses, personnel and equipment utilized for State mutual aid, training and public outreach efforts, and code enforcement efforts. He discussed recruitment effort to bring staffing up to 30 volunteers, and upcoming facility upgrades and abatement projects.

13C Update: Community Cleanup Event – June 21, 2014

14 COUNCIL ITEMS:

14A AB1234 travel reports:

Councilmember De Boer asked about the cell tower near Inspiration Point, and discussed options to remove what many neighbors consider to be an eyesore. Mr. Talia noted that in the past, the City has been told that the tower was kept for use as a backup.

Councilmember Callegari requested that the meeting be adjourned in recognition of Mike Skinner, a Susanville native, who was recently nominated for the NASCAR Hall of Fame.

15 ADJOURNMENT:

Motion by Councilmember Callegari, second by Councilmember De Boer to adjourn the meeting in recognition of Mike Skinner; motion carried unanimously.

Meeting adjourned at 7:55 p.m.

Respectfully submitted by

Brian Wilson, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

Reviewed by: [Signature] City Administrator
[Signature] City Attorney

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

Submitted by: Deborah Savage, Finance Manager

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated July 31th through August 13th numbered 91623 through 91713

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$242,662.55 plus \$101,817.09 in payroll warrants, for a total of \$344,479.64

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
08/14	08/01/2014	91624	53		RETIREMENT INCENTIVE PKGE	072814	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 072814:											
08/14	08/01/2014	91625	288		REIMBURSE HEALTH INS - SIC	072814	1	7610-2229-002	RETIREE SICK LEAVE BANK PA	419.50	419.50
Total 072814:											
08/14	08/01/2014	91626	332	INTERSTATE GAS SERVI	GAS CONSULTING SVC 7/2014	072814	1	7401-430-62-43	PROFESSIONAL SVCS	400.00	400.00
Total 072814:											
08/14	08/01/2014	91627	362	KAUFFMAN, BILL	CITY HALL JANITORIAL SVCS	298206	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 298206:											
08/14	08/01/2014	91627	362	KAUFFMAN, BILL	P/W JANITORIAL SVCS 7/14	298207	1	7620-430-10-44	CUSTODIAL	220.00	220.00
Total 298207:											
08/14	08/01/2014	91628	445		RETIRE INCENTIVE 8/14	072814	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 072814:											
08/14	08/01/2014	91629	561		RETIRMENT INCENTIVE 8-14	072814	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 072814:											
08/14	08/01/2014	91630	713		RETIRE INCENTIVE 8-14	072814	1	7610-2229-001	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 072814:											
08/14	08/01/2014	91631	728	U S POSTMASTER	WATER BILLING POSTAGE	073114	1	7110-430-42-46	POSTAGE	524.58	524.58
08/14	08/01/2014	91631	728	U S POSTMASTER	GAS BILLING POSTAGE	073114	2	7401-430-62-46	POSTAGE	270.24	270.24
Total 072814:											

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 0731114:											794.82	794.82
Grand Totals:											6,204.32	6,204.32

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

Report Criteria:

Transmittal checks included

Pay Period	Date	Journal	Code	Check	Issue Date	Check Number	Payee	ID	GL Account	Amount
08/01/2014	08/04/2014	CDPT	302	91640	08/04/2014	302	CITY OF SUSANVILLE PA	1	7650-2203-1	6,219.66-
08/01/2014	08/04/2014	CDPT	302	91640	08/04/2014	302	CITY OF SUSANVILLE PA	1	7650-2203-1	6,219.66-
08/01/2014	08/04/2014	CDPT	302	91640	08/04/2014	302	CITY OF SUSANVILLE PA	1	7650-2203-1	2,037.97-
08/01/2014	08/04/2014	CDPT	302	91640	08/04/2014	302	CITY OF SUSANVILLE PA	1	7650-2203-1	2,037.97-
08/01/2014	08/04/2014	CDPT	302	91640	08/04/2014	302	CITY OF SUSANVILLE PA	1	7650-2203-1	14,999.54-
08/01/2014	08/04/2014	CDPT	302	91640	08/04/2014	302	CITY OF SUSANVILLE PA	1	7650-2203-1	4,509.70-
08/01/2014	08/04/2014	CDPT	303	303	08/04/2014	303	EMPLOYMENT DEV. DEP	6	7650-2203-1	3,018.00-
08/01/2014	08/04/2014	CDPT	303	304	08/04/2014	304	EMPLOYMENT DEV. DEP	6	7630-411-40-	1,315.61-
08/01/2014	08/05/2014	CDPT	91640	91640	08/05/2014	91640	CA STATE DISBURSEME	26	7650-2203-0	184.61-
08/01/2014	08/05/2014	CDPT	91641	91641	08/05/2014	91641	CA STATE DISBURSEME	35	7650-2203-0	155.07-
08/01/2014	08/05/2014	CDPT	91642	91642	08/05/2014	91642	CA STATE DISBURSEME	36	7650-2203-0	103.84-
08/01/2014	08/05/2014	CDPT	91643	91643	08/05/2014	91643	CA STATE DISBURSEME	37	7650-2203-0	69.23-
08/01/2014	08/05/2014	CDPT	91644	91644	08/05/2014	91644	NATIONWIDE RETIREME	28	7650-2203-0	391.38-
08/01/2014	08/05/2014	CDPT	91645	91645	08/05/2014	91645	NATIONWIDE RETIREME	5	7650-2203-0	125.00-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	8,828.18-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	2,003.99-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	5,902.42-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	4,415.41-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	145.04-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	128.59-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	124.39-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	436.81-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	436.81-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	963.50-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	882.52-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	154.31-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	154.31-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	17.00-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	4,115.32-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	1,388.50-
08/01/2014	08/05/2014	CDPT	91646	91646	08/05/2014	91646	P.E.R.S.	8	7650-2203-1	2,590.96-
08/01/2014	08/05/2014	CDPT	91647	91647	08/05/2014	91647	VALIC	4	7650-2203-0	2,327.05-
Grand Totals:										
32										
76,402.35-										

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
08/14	08/07/2014	91648	817	ADAMSON POLICE PROD	AMMO	146955	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	542.23	542.23
Total 146955:											
08/14	08/07/2014	91649	18	AFSS NORTH	07/14-6/15 MEMBERSHIP	060114	1	1000-422-10-48	DUES AND MEMBERSHIPS	50.00	50.00
Total 080114:											
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	TIG WELDER	9028839522	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	951.64	951.64
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	TIG WELDER	9028839522	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	951.64	951.64
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	TIG WELDER	9028839522	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	951.64	951.64
Total 9028839522:											
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	AACETYLENE/ARGON//OXYGE	9919610129	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	70.45	70.45
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	AACETYLENE/ARGON//OXYGE	9919610129	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	70.45	70.45
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	AACETYLENE/ARGON//OXYGE	9919610129	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	70.45	70.45
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	AACETYLENE/ARGON//OXYGE	9919610129	4	7401-430-62-46	SUPPLIES-GENERAL	37.80	37.80
08/14	08/07/2014	91650	21	AIRGAS USA, LLC	AACETYLENE/ARGON//OXYGE	9919610129	5	7110-430-42-46	SUPPLIES-GENERAL	68.40	68.40
Total 9919610129:											
08/14	08/07/2014	91651	30	ALMANOR ENERGY PLU	PROFESSIONAL SER	P7369	1	1000-413-20-44	MISC - REPAIR & MAINTENANC	1,434.00	1,434.00
Total P7369:											
08/14	08/07/2014	91652	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER. P/D	07-243	1	1000-421-10-43	TECHNICAL SVCS	499.88	499.88
Total 07-243:											
08/14	08/07/2014	91652	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER. FIRE	07-251	1	1000-422-10-43	TECHNICAL SVCS	526.52	526.52
Total 07-251:											
08/14	08/07/2014	91653	44	ARAMARK UNIFORM SE	G/C TABLECLOTHES, NAPKINS	5063172590	1	7530-451-54-44	LINEN SERVICES	33.57	33.57

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Total 5063172590:											
08/14	08/07/2014	91654	1190	ARGUS-HAZCO	SENSOR, FILTER	02009609	1	1000-422-10-46	SUPPLIES-HAZARDOUS MATE	173.50	173.50
Total 02009609:											
08/14	08/07/2014	91655	1411	BADAWI & ASSOCIATES	PROGRESS BILLING #1	1134	1	1000-417-10-43	PROFESSIONAL SVCS	11,587.50	11,587.50
Total 1134:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	FRESH AIRE, PAD COOLER	304694	1	1000-422-10-46	SUPPLIES-GENERAL	27.53	27.53
Total 304694:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	DUCTING	305118	1	2012-465-32-44	REPAIR & MAINTANENCE-FACI	14.50	14.50
Total 305118:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	BUG SPRAY	305763	1	1000-452-20-46	SUPPLIES-GENERAL	4.15	4.15
Total 305763:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	WIRE ROPE	305779	1	7110-430-42-46	SUPPLIES-GENERAL	21.27	21.27
Total 305779:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	BUG SPRAY	305813	1	7401-430-62-46	SUPPLIES-GENERAL	115.86	115.86
Total 305813:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	BLADE RECEIPT	305831	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	3.18	3.18
Total 305831:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	BULB	305839	1	7110-430-42-46	SUPPLIES-GENERAL	25.14	25.14
Total 305839:											

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
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	DOUBLE SAFETY HASP	305968	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	7.73	7.73
Total 305868:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	FASTENERS, DRILL BIT	305881	1	7110-430-42-46	SUPPLIES-GENERAL	8.98	8.98
Total 305881:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	TARP	305893	1	2007-431-20-46	SUPPLIES-GENERAL	10.15	10.15
Total 305893:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	FASTENERS	305900	1	7110-430-42-46	SUPPLIES-GENERAL	5.12	5.12
Total 305900:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	DUCTING	305912	1	2012-465-32-44	REPAIR & MAINTANENCE-FACI	14.50-	14.50-
Total 305912:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	LEAD PAINT TEST KIT	305941	1	1000-417-10-46	SUPPLIES-GENERAL	29.01	29.01
Total 305941:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	CAPS, PLUGS	305994	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	3.85	3.85
Total 305994:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	CALCULATOR	305996	1	7401-430-62-46	SUPPLIES-GENERAL	72.55	72.55
Total 305996:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	INSERT POWER	305998	1	3015-417-10-44	CONSTRUCTION SERVICES	5.40	5.40
Total 305998:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	GLOVES, RAID, ELECTRICAL T	306013	1	7401-430-62-46	SUPPLIES-GENERAL	40.98	40.98

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 306013:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	PAINT	306068	1	7401-430-62-46	SUPPLIES-GENERAL	40.98	40.98
Total 306068:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	FASTENERS	306078	1	1000-452-20-46	SUPPLIES-GENERAL	14.49	14.49
Total 306078:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	FENCE REPAIR PARTS	306109	1	7110-430-42-46	SUPPLIES-GENERAL	6.45	6.45
Total 306109:											
08/14	08/07/2014	91656	76	BILLINGTON ACE HARD	SPRAY NOZZLE	306158	1	3015-417-10-44	CONSTRUCTION SERVICES	7.73	7.73
Total 306158:											
08/14	08/07/2014	91657	1091	BOUND TREE MEDICAL L	DEFIB, REPLACEMENT BATTER	81335087-1	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	7.35	7.35
Total 81335087-1:											
08/14	08/07/2014	91658	691	BOYD TAYLOR VETERIN		38673	1	1000-421-10-43	PROFESSIONAL SVCS	146.00	146.00
Total 38673:											
08/14	08/07/2014	91659	1409	C&S COMPANIES	FAA AIP 3-06-0251-013	0146724	1	7201-430-86-43	PROFESSIONAL SERVICES	27,146.31	27,146.31
Total 0146724:											
08/14	08/07/2014	91659	1409	C&S COMPANIES	PROFESSIONAL SER. 6/21/14-7/	0147294	1	7201-430-86-43	PROFESSIONAL SERVICES	8,466.30	8,466.30
08/14	08/07/2014	91659	1409	C&S COMPANIES	PROFESSIONAL SER. 6/21/14-7/	0147294	2	7201-430-86-43	PROFESSIONAL SERVICES	15,239.60	15,239.60
Total 0147294:											
08/14	08/07/2014	91660	1307	C&S WASTE SOLUTIONS	1505 MAIN	1505MAIN 070114	1	1000-422-10-44	DISPOSAL	154.93	154.93

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Total 1505MAIN 070114:											
08/14	08/07/2014	91661	1324	CALIFORNIA AIR POLLUT	1 2014 FALL CONF	2070	1	8404-430-10-45	TRAVEL & TRAINING	50.00	50.00
Total 2070:											
08/14	08/07/2014	91662	1413	CALIFORNIA FIRE CHIEF	MEMBERSHIP 7/14-6/15	070114	1	1000-422-10-48	DUES AND MEMBERSHIPS	250.00	250.00
Total 070114:											
08/14	08/07/2014	91662	1413	CALIFORNIA FIRE CHIEF	MEMBERSHIP 7/14-6/15	70114	1	1000-422-10-48	DUES AND MEMBERSHIPS	125.00	125.00
Total 70114:											
08/14	08/07/2014	91663	7861		REIM PARK FEES AND LIGHT T	080714	1	1000-452-20-36	RENT-COMMUNITY CENTER	138.00	138.00
08/14	08/07/2014	91663	7861		REIM PARK FEES AND LIGHT T	080714	2	1000-452-20-34	PARK UTILITY FEES	30.00	30.00
Total 080714:											
08/14	08/07/2014	91664	161	CSK AUTO INC	CHILTON BOOK	2740297061	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	29.01	29.01
Total 2740297061:											
08/14	08/07/2014	91664	161	CSK AUTO INC	RETURN CHILTON BOOK	2740297062	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	29.01-	29.01-
Total 2740297062:											
08/14	08/07/2014	91664	161	CSK AUTO INC	NEW DISTRIBUTOR	2740301559	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	156.63	156.63
Total 2740301559:											
08/14	08/07/2014	91664	161	CSK AUTO INC	GASKETS, FREIGHT	2740304430	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	442.44	442.44
Total 2740304430:											
08/14	08/07/2014	91664	161	CSK AUTO INC	RETURN GASKETS, FREIGHT	2740304857	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	442.44-	442.44-

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2740304857:											
08/14	08/07/2014	91664	161	CSK AUTO INC	WHEEL SEAL	2740308643	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	4.86	4.86
Total 2740308643:											
08/14	08/07/2014	91664	161	CSK AUTO INC	SHEET TOWELS	2740317825	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	26.76	26.76
08/14	08/07/2014	91664	161	CSK AUTO INC	SHEET TOWELS	2740317825	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	26.77	26.77
08/14	08/07/2014	91664	161	CSK AUTO INC	SHEET TOWELS	2740317825	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	26.77	26.77
Total 2740317825:											
08/14	08/07/2014	91664	161	CSK AUTO INC	GEAR OIL	2740317852	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	37.06	37.06
Total 2740317852:											
08/14	08/07/2014	91664	161	CSK AUTO INC	GASKET MAKER	2740317893	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	6.12	6.12
08/14	08/07/2014	91664	161	CSK AUTO INC	GASKET MAKER	2740317893	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.12	6.12
08/14	08/07/2014	91664	161	CSK AUTO INC	GASKET MAKER	2740317893	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	6.13	6.13
Total 2740317893:											
08/14	08/07/2014	91664	161	CSK AUTO INC	WIPER BLADE, SEALED BEAM	2740318015	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.80	18.80
Total 2740318015:											
08/14	08/07/2014	91664	161	CSK AUTO INC	FLOOR MATS	2740318057	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	27.94	27.94
Total 2740318057:											
08/14	08/07/2014	91664	161	CSK AUTO INC	WASH TOWEL	2740318223	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	18.43	18.43
08/14	08/07/2014	91664	161	CSK AUTO INC	WASH TOWEL	2740318223	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.43	18.43
08/14	08/07/2014	91664	161	CSK AUTO INC	WASH TOWEL	2740318223	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	18.43	18.43
Total 2740318223:											
08/14	08/07/2014	91664	161	CSK AUTO INC	TRUCK LIGHT	2740318542	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	35.46	35.46

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Total 2740318542:											
08/14	08/07/2014	91664	161	CSK AUTO INC	HANDI PAK	2740319027	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	35.46	35.46
08/14	08/07/2014	91664	161	CSK AUTO INC	HANDI PAK	2740319027	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.80	3.80
08/14	08/07/2014	91664	161	CSK AUTO INC	HANDI PAK	2740319027	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	3.77	3.77
Total 2740319027:											
08/14	08/07/2014	91664	161	CSK AUTO INC	HYD HOSE	2740319061	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	27.18	27.18
Total 2740319061:											
08/14	08/07/2014	91664	161	CSK AUTO INC	HYD HOSE	2740319099	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	30.63	30.63
Total 2740319099:											
08/14	08/07/2014	91665	173	DATCO SERVICES	SUBSTANCE TEST - 5/14-5/8-5/6	21174075	1	1000-416-10-43	TECHNICAL SVCS	156.00	156.00
Total 21174075:											
08/14	08/07/2014	91665	173	DATCO SERVICES	SUBSTANCE TEST - 11/13/13	23381418	1	1000-416-10-43	TECHNICAL SVCS	52.00	52.00
Total 23381418:											
08/14	08/07/2014	91666	1261	DIAMOND TRUCK AND A	REPLACE COIL	2138	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	129.10	129.10
Total 2138:											
08/14	08/07/2014	91667	1260	DIRECTV INC	G/C CABLE	23616862343	1	7530-451-52-45	COMMUNICATIONS	158.76	158.76
Total 23616862343:											
08/14	08/07/2014	91668	1336	EMERGENCY EQUIPMEN	HOUSING, REFLECTOR	63061	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	549.41	549.41
Total 63061:											
08/14	08/07/2014	91669	1196	EMERGENCY REPORTIN	FIRE AND EMS COMBO 14-15	20141672	1	1000-422-10-48	DUES AND MEMBERSHIPS	1,548.00	1,548.00

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Total 20141672:											
08/14	08/07/2014	91670	234	EVERY BLOOMIN THING	FLOWERS CITY HALL	112263	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	17.16	17.16
Total 112263:											
08/14	08/07/2014	91671	238	FASTENAL COMPANY	EYEWEAR, GLASSES	59314	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	62.21	62.21
Total 59314:											
08/14	08/07/2014	91671	238	FASTENAL COMPANY	TOWEL	59750	1	1000-422-10-46	SUPPLIES-JANITORIAL	124.22	124.22
Total 59750:											
08/14	08/07/2014	91672	241	FEATHER PUBLISHING C	BIDS CONST. PHASE I	PO#7641	1	7201-430-81-45	ADVERTISING	137.75	137.75
Total PO#7641:											
08/14	08/07/2014	91672	241	FEATHER PUBLISHING C	ABATEMENT PO#7642	PO#7642	1	1000-425-20-45	ADVERTISING	30.00	30.00
Total PO#7642:											
08/14	08/07/2014	91672	241	FEATHER PUBLISHING C	ORDIANCE #14-0998	PO#7643	1	1000-411-40-45	ADVERTISING	83.30	83.30
Total PO#7643:											
08/14	08/07/2014	91673	7859		DEPOSIT COMMUNITY CENTER	072114	1	1000-2228-009	DEPOSITS-COMM CENTER RE	50.00	50.00
Total 072114:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	473662A	1	7110-430-42-43	TECHNICAL SVCS	50.00	50.00
Total 473662A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	473664A	1	7110-430-42-43	TECHNICAL SVCS	27.00	27.00
Total 473664A:											

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
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	473928A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 473928A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	473989A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00
Total 473989A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474516A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 474516A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474517A	1	7110-430-42-43	TECHNICAL SVCS	44.00	44.00
Total 474517A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474519A	1	7110-430-42-43	TECHNICAL SVCS	44.00	44.00
Total 474519A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474521A	1	7110-430-42-43	TECHNICAL SVCS	23.00	23.00
Total 474521A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474522A	1	7110-430-42-43	TECHNICAL SVCS	44.00	44.00
Total 474522A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474524A	1	7110-430-42-43	TECHNICAL SVCS	44.00	44.00
Total 474524A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474525A	1	7110-430-42-43	TECHNICAL SVCS	29.00	29.00
Total 474525A:											
08/14	08/07/2014	91674	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	474526A	1	7110-430-42-43	TECHNICAL SVCS	29.00	29.00

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Total 474526A:											
08/14	08/07/2014	91675	265	FRONTIER	257-0315 AWOS AIRPORT	0315 071514	1	7201-430-81-45	COMMUNICATIONS	29.00	29.00
Total 0315 071514:											
08/14	08/07/2014	91675	265	FRONTIER	257-1056 PAW SHOP	1056 072014	1	7620-430-10-45	COMMUNICATIONS	35.22	35.22
Total 1056 072014:											
08/14	08/07/2014	91675	265	FRONTIER	021-1147 CITY HALL	11147 072014	1	1000-417-10-45	COMMUNICATIONS	1,139.25	1,139.25
Total 11147 072014:											
08/14	08/07/2014	91675	265	FRONTIER	257-5152 FIRE	5152 071014	1	1000-422-10-45	COMMUNICATIONS	454.01	454.01
Total 5152 071014:											
08/14	08/07/2014	91675	265	FRONTIER	257-7236 NAT GAS	7236 072014	1	7620-430-10-45	COMMUNICATIONS	189.63	189.63
Total 7236 072014:											
08/14	08/07/2014	91675	265	FRONTIER	257-7237 NAT GAS	7237 072014	1	7620-430-10-45	COMMUNICATIONS	50.46	50.46
Total 7237 072014:											
08/14	08/07/2014	91676	303	HEATH CONSULTANTS I	PLUNGBAR	PB227324	1	7401-430-62-46	SUPPLIES-GENERAL	719.75	719.75
Total PB227324:											
08/14	08/07/2014	91676	303	HEATH CONSULTANTS I	BARHOLE PURGER	PB227433	1	7401-430-62-46	SUPPLIES-GENERAL	721.30	721.30
Total PB227433:											
08/14	08/07/2014	91677	313	HI-TECH EMERGENCY	CONTROLLERS	147241	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1,087.90	1,087.90
Total 147241:											

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08/14	08/07/2014	91678	1452	HONEY LAKE FIREARMS	AMMO	7110	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	825.75	825.75
Total 7110:											
08/14	08/07/2014	91678	1452	HONEY LAKE FIREARMS	AMMO	7114	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	736.10	736.10
Total 7114:											
08/14	08/07/2014	91678	1452	HONEY LAKE FIREARMS	AMMO	7249	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	214.75	214.75
Total 7249:											
08/14	08/07/2014	91678	1452	HONEY LAKE FIREARMS	AMMO	7366	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	794.70	794.70
Total 7366:											
08/14	08/07/2014	91678	1452	HONEY LAKE FIREARMS	AMMO	7548	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	220.00	220.00
Total 7548:											
08/14	08/07/2014	91678	1452	HONEY LAKE FIREARMS	AMMO	7678	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	23.00	23.00
Total 7678:											
08/14	08/07/2014	91679	328	INDEPENDENT BUSINES	LASER A/P CHECKS	28230	1	1000-415-10-46	SUPPLIES-GENERAL	467.22	467.22
Total 28230:											
08/14	08/07/2014	91680	331	INTERNATIONAL CODE C	FIRE DEPT MEMBERSHIP 8/14 -	3012692	1	1000-422-10-48	DUES AND MEMBERSHIPS	125.00	125.00
Total 3012692:											
08/14	08/07/2014	91681	346	JOBS AVAILABLE INC	7/15-7/29/14 CLASSIFIED: CITY	1416052	1	7620-430-10-45	ADVERTISING	561.60	561.60
Total 1416052:											
08/14	08/07/2014	91682	7860		CANCELLED SERVICE REQUES	072214	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
08/14	08/07/2014	91682	7860		CANCELLED SERVICE REQUES	072214	2	7401-430-62-37	GAS CONNECT	10.00	10.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 072214:											
08/14	08/07/2014	91683	374	L N CURTIS & SONS	ROPE	131945400	1	1000-422-10-44	RESCUE - REPAIR & MAINTENA	511.70	511.70
Total 131945400:											
08/14	08/07/2014	91683	374	L N CURTIS & SONS	HEAT RESISTANT SLEEVE	132100500	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	106.43	106.43
Total 132100500:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	CREDIT ANTIFREEZE	202126	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	68.31	68.31
Total 202126:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	BRAKE, ROTOR	202414	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	254.73	254.73
Total 202414:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	OIL FILTER, OIL	202479	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	28.58	28.58
Total 202479:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	FUEL FILTER	202514	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	13.87	13.87
Total 202514:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	BELTS	202741	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	43.46	43.46
Total 202741:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	RETURN OF BELT	202751	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	9.03	9.03
Total 202751:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	BELT RETURN	202762	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	22.77	22.77
Total 202762:											

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
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	BELT RETURN	202772	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	11.66-	11.66-
Total 202772:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	STOP LIGHT SWITCH	202785	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.50	3.50
Total 202785:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	BELT	202813	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	7.21	7.21
Total 202813:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	CABIN FILTER	202827	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	13.75	13.75
Total 202827:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	STEERING WHEEL COVER	202842	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	13.96	13.96
Total 202842:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	THREAD ROD	203262	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	5.47	5.47
Total 203262:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	WINDSHIELD	203447	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	6.43	6.43
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	WINDSHIELD	203447	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	6.43	6.43
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	WINDSHIELD	203447	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	6.43	6.43
Total 203447:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	RELAY	203545	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	15.64	15.64
Total 203545:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	BATTERY, CORE DEPOSIT	203624	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	319.04	319.04
Total 203624:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	AXLE HOUSING COVER	203700	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	8.37	8.37

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 203700:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	FILTERS	204030	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	45.85	45.85
Total 204030:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	DOOR AJAR SWITCH	204114	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	8.32	8.32
Total 204114:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	SWITCH	204215	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	8.32	8.32
Total 204215:											
08/14	08/07/2014	91684	411	LASSEN MOTOR PARTS	INGINITION COIL	204253	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	103.05	103.05
Total 204253:											
08/14	08/07/2014	91685	412	LASSEN REGIONAL SOLI	DUMP FEES	655524	1	1000-452-20-44	DISPOSAL	1.00	1.00
Total 655524:											
08/14	08/07/2014	91685	412	LASSEN REGIONAL SOLI	DUMP FEES	655544	1	1000-452-20-44	DISPOSAL	1.26	1.26
Total 655544:											
08/14	08/07/2014	91685	412	LASSEN REGIONAL SOLI	DUMP FEES	655915	1	1000-452-20-44	DISPOSAL	1.00	1.00
Total 655915:											
08/14	08/07/2014	91685	412	LASSEN REGIONAL SOLI	DUMP FEES	657506	1	7110-430-42-44	DISPOSAL	7.52	7.52
Total 657506:											
08/14	08/07/2014	91686	1321	LAW OFFICES OF GREG	PROFESSIONAL SER. 6/2/14	11957	1	8404-430-10-43	PROFESSIONAL SERVICES	360.00	360.00
Total 11957:											
										360.00	360.00

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
08/14	08/07/2014	91687	431	LEXIPOL LLC	8/14 - 7/15 MANUAL UPDATE SU	11622	1	1000-421-10-43	TECHNICAL SVCS	2,245.76	2,245.76
08/14	08/07/2014	91687	431	LEXIPOL LLC	8/14 - 7/15 MANUAL UPDATE SU	11622	2	1000-1430-105	PREPAID - OTHER	204.24	204.24
Total 11622:											
08/14	08/07/2014	91688	437	LMUD	AIRPORT VASI LIGHTS	10108 072314	1	7201-430-81-46	ELECTRICITY	5.51	5.51
08/14	08/07/2014	91688	437	LMUD	AIRPORT VASI LIGHTS	10108 072314	2	7201-430-81-46	ELECTRICITY	4.49	4.49
Total 10108 072314:											
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 072314	1	7530-451-52-46	ELECTRICITY	1,109.78	1,109.78
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 072314	2	7530-451-52-46	ELECTRICITY	1,347.78	1,347.78
Total 122907 072314:											
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE PUMP STATION	122910 072314	1	7530-451-52-46	ELECTRICITY	780.50	780.50
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE PUMP STATION	122910 072314	2	7530-451-52-46	ELECTRICITY	947.68	947.68
Total 122910 072314:											
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 072314	1	7530-451-52-46	ELECTRICITY	505.05	505.05
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 072314	2	7530-451-52-46	ELECTRICITY	621.77	621.77
Total 122929 072314:											
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE PUMP HOUSE	132052 072314	1	7530-451-52-46	ELECTRICITY	8.71	8.71
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE PUMP HOUSE	132052 072314	2	7530-451-52-46	ELECTRICITY	10.76	10.76
Total 132052 072314:											
08/14	08/07/2014	91688	437	LMUD	470-895 CIRCLE DR	144281 072314	1	7530-451-52-46	ELECTRICITY	482.30	482.30
08/14	08/07/2014	91688	437	LMUD	470-895 CIRCLE DR	144281 072314	2	7530-451-52-46	ELECTRICITY	585.67	585.67
Total 144281 072314:											
08/14	08/07/2014	91688	437	LMUD	1505 MAIN ST	2876 072314	1	1000-422-10-46	ELECTRICITY	670.22	670.22
Total 2876 072314:											

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
08/14	08/07/2014	91688	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 072314	1	1000-452-20-46	ELECTRICITY	31.65	31.65
Total 3522 072314:											
08/14	08/07/2014	91688	437	LMUD	N WEATHERLOW ST SIGNALS	3651 072314	1	2007-431-60-46	ELECTRICITY	45.11	45.11
08/14	08/07/2014	91688	437	LMUD	N WEATHERLOW ST SIGNALS	3651 072314	2	2007-431-60-46	ELECTRICITY	62.57	62.57
Total 3651 072314:											
08/14	08/07/2014	91688	437	LMUD	WELL #3	4559 071714	1	7110-430-42-46	ELECTRICITY	107.68	107.68
08/14	08/07/2014	91688	437	LMUD	WELL #3	4559 071714	2	7110-430-42-46	ELECTRICITY	8,434.25	8,434.25
Total 4559 071714:											
08/14	08/07/2014	91688	437	LMUD	MAIN & ALEXANDER	49496 072314	1	2007-431-60-46	ELECTRICITY	42.38	42.38
08/14	08/07/2014	91688	437	LMUD	MAIN & ALEXANDER	49496 072314	2	2007-431-60-46	ELECTRICITY	58.84	58.84
Total 49496 072314:											
08/14	08/07/2014	91688	437	LMUD	MAIN & FAIRFIELD	49497 072314	1	2007-431-60-46	ELECTRICITY	45.78	45.78
08/14	08/07/2014	91688	437	LMUD	MAIN & FAIRFIELD	49497 072314	2	2007-431-60-46	ELECTRICITY	55.67	55.67
Total 49497 072314:											
08/14	08/07/2014	91688	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 072314	1	2007-431-60-46	ELECTRICITY	68.97	68.97
08/14	08/07/2014	91688	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 072314	2	2007-431-60-46	ELECTRICITY	54.67	54.67
Total 49498 072314:											
08/14	08/07/2014	91688	437	LMUD	RIVERSIDE & MAIN SIGNAL LIG	49499 072314	1	2007-431-60-46	ELECTRICITY	113.81	113.81
08/14	08/07/2014	91688	437	LMUD	RIVERSIDE & MAIN SIGNAL LIG	49499 072314	2	2007-431-60-46	ELECTRICITY	89.91	89.91
Total 49499 072314:											
08/14	08/07/2014	91688	437	LMUD	AIRPORT LOT 5	51908 072314	1	7201-430-81-46	ELECTRICITY	5.51	5.51
08/14	08/07/2014	91688	437	LMUD	AIRPORT LOT 5	51908 072314	2	7201-430-81-46	ELECTRICITY	4.49	4.49
Total 51908 072314:											
										10.00	10.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/14	08/07/2014	91688	437 LMUD		AIRPORT HANGER 6	54333 072314	1	7201-430-81-46	ELECTRICITY	5.51	5.51
08/14	08/07/2014	91688	437 LMUD		AIRPORT HANGER 6	54333 072314	2	7201-430-81-46	ELECTRICITY	4.49	4.49
Total 54333 072314: 10.00											
08/14	08/07/2014	91688	437 LMUD		925 SIERRA RD SPORTS CTR	60453 072314	1	1000-452-20-46	ELECTRICITY	3.90	3.90
08/14	08/07/2014	91688	437 LMUD		925 SIERRA RD SPORTS CTR	60453 072314	2	1000-452-20-46	ELECTRICITY	6.37	6.37
Total 60453 072314: 10.27											
08/14	08/07/2014	91688	437 LMUD		AIRPORT OFFICE	7146 072314	1	7201-430-81-46	ELECTRICITY	222.49	222.49
08/14	08/07/2014	91688	437 LMUD		AIRPORT OFFICE	7146 072314	2	7201-430-81-46	ELECTRICITY	175.79	175.79
Total 7146 072314: 398.28											
08/14	08/07/2014	91688	437 LMUD		AIRPORT GAS PUMP	7154 072314	1	7201-430-81-46	ELECTRICITY	10.26	10.26
08/14	08/07/2014	91688	437 LMUD		AIRPORT GAS PUMP	7154 072314	2	7201-430-81-46	ELECTRICITY	8.33	8.33
Total 7154 072314: 18.59											
08/14	08/07/2014	91688	437 LMUD		GOLF COURSE CLUB HOUSE	7394 072314	1	7530-451-52-46	ELECTRICITY	44.40	44.40
08/14	08/07/2014	91688	437 LMUD		GOLF COURSE CLUB HOUSE	7394 072314	2	7530-451-52-46	ELECTRICITY	47.50	47.50
Total 7394 072314: 91.90											
08/14	08/07/2014	91688	437 LMUD		GOLF COURSE CART BARN 2	7400 072314	1	7530-451-52-46	ELECTRICITY	14.40	14.40
08/14	08/07/2014	91688	437 LMUD		GOLF COURSE CART BARN 2	7400 072314	2	7530-451-52-46	ELECTRICITY	15.49	15.49
Total 7400 072314: 29.89											
08/14	08/07/2014	91688	437 LMUD		WELL 1	7714 072314	1	7110-430-42-46	ELECTRICITY	407.12	407.12
08/14	08/07/2014	91688	437 LMUD		WELL 1	7714 072314	2	7110-430-42-46	ELECTRICITY	494.58	494.58
Total 7714 072314: 901.70											
08/14	08/07/2014	91688	437 LMUD		1801 MAIN ST	8314 072314	1	1000-421-10-46	ELECTRICITY	563.05	563.05
08/14	08/07/2014	91688	437 LMUD		1801 MAIN ST	8314 072314	2	1000-421-10-46	ELECTRICITY	713.26	713.26

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 8314 072314:											
08/14	08/07/2014	91688	437	LMUD	AIRPORT HANGER 8	92715 072314	1	7201-430-81-46	ELECTRICITY	5.51	5.51
08/14	08/07/2014	91688	437	LMUD	AIRPORT HANGER 8	92715 072314	2	7201-430-81-46	ELECTRICITY	4.49	4.49
Total 92715 072314:											
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE BARN 1 & 3	9312 072314	1	7530-451-52-46	ELECTRICITY	4.80	4.80
08/14	08/07/2014	91688	437	LMUD	GOLF COURSE BARN 1 & 3	9312 072314	2	7530-451-52-46	ELECTRICITY	5.20	5.20
Total 9312 072314:											
08/14	08/07/2014	91689	452	MARTIN SECURITY SYST	470-895 CIRCLE DR 8/14	025523	1	7530-451-52-43	TECHNICAL SERVICES	40.00	40.00
Total 025523:											
08/14	08/07/2014	91689	452	MARTIN SECURITY SYST	115 N WEATHERLOW 8/14-10/1	025591	1	1000-451-80-43	TECHNICAL SVCS	84.00	84.00
Total 025591:											
08/14	08/07/2014	91689	452	MARTIN SECURITY SYST	60 N LASSEN 8/14	025660	1	1000-417-10-43	TECHNICAL SVCS	43.00	43.00
Total 025660:											
08/14	08/07/2014	91690	481	MISSION LINEN & UNIFO	WATER LINEN SER 7/01/14	250238938	1	7110-430-42-44	LINEN SERVICE	76.85	76.85
Total 250238938:											
08/14	08/07/2014	91690	481	MISSION LINEN & UNIFO	WATER LINEN SER 7/29/14	250241320	1	7110-430-42-44	LINEN SERVICE	89.66	89.66
Total 250241320:											
08/14	08/07/2014	91690	481	MISSION LINEN & UNIFO	STREET LINEN SER 07/29/14	250241321	1	2007-431-20-44	LINEN SERVICE	6.68	6.68
Total 250241321:											
08/14	08/07/2014	91690	481	MISSION LINEN & UNIFO	720 SOUTH ST 072914	250241322	1	7620-430-10-44	LINEN SERVICE	50.89	50.89

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 250241322:											
08/14	08/07/2014	91690	481	MISSION LINEN & UNIFO	GAS LINEN SER 7/29/14	250241324	1	7401-430-62-44	LINEN SERVICES	66.47	66.47
Total 250241324:											
08/14	08/07/2014	91690	481	MISSION LINEN & UNIFO	GAS LINEN SER 7/29/14	S250240687	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	61.50	61.50
Total S250240687:											
08/14	08/07/2014	91691	488	MORNING GLORY	GOLF COURSE RESTURANT F	338172A	1	7530-451-54-46	SUPPLIES GENERAL	585.68	585.68
Total 338172A:											
08/14	08/07/2014	91691	488	MORNING GLORY	GOLF COURSE RESTURANT F	338213A	1	7530-451-54-46	SUPPLIES GENERAL	436.32	436.32
Total 338213A:											
08/14	08/07/2014	91691	488	MORNING GLORY	GOLF COURSE RESTURANT F	338353C	1	7530-451-54-46	SUPPLIES GENERAL	703.31	703.31
Total 338353C:											
08/14	08/07/2014	91692	510	NATIONAL METER & AUT	CONNECTORS FOR GAS METE	S1054016001	1	7110-430-42-46	SUPPLIES-GENERAL	243.80	243.80
Total S1054016001:											
08/14	08/07/2014	91692	510	NATIONAL METER & AUT	REPLACEMENT ERTS	S1054129001	1	7110-430-42-46	SUPPLIES-GENERAL	119.11	119.11
Total S1054129001:											
08/14	08/07/2014	91693	563	POULSEN WELDING SHO	2 FABRICATE BOX SCREENS	5629	1	7110-430-42-43	TECHNICAL SVCS	526.75	526.75
Total 5629:											
08/14	08/07/2014	91694	572	QUILL CORPORATION	RECEIPT TAPE	4602954	1	1000-415-10-46	SUPPLIES-GENERAL	247.23	247.23
Total 4602954:											

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
08/14	08/07/2014	91694	572	QUILL CORPORATION	TONER, SHREDDER BAGS, RE	4611564	1	1000-415-10-46	SUPPLIES-GENERAL	259.04	259.04
Total 4611564:											
08/14	08/07/2014	91694	572	QUILL CORPORATION	BLUE PENS	4653689	1	1000-415-10-46	SUPPLIES-GENERAL	23.64	23.64
Total 4653689:											
08/14	08/07/2014	91695	582	RAY MORGAN CO INC	FIRE COPIER 8/26/14-9/25/14	697593	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	33.01	33.01
Total 697593:											
08/14	08/07/2014	91696	1454	SELF DEFENSE FIREAR	SIMULATOR CLASS I	3099	1	1000-421-10-45	TRAINING	154.00	154.00
Total 3099:											
08/14	08/07/2014	91697	638	SIERRA CHEMICAL COM	DEPOSIT REFUND, RINSE FEE	10003338	1	7110-430-42-46	SUPPLIES-GENERAL	111.00	111.00
Total 10003338:											
08/14	08/07/2014	91697	638	SIERRA CHEMICAL COM	CHLORINE/CONTAINER DEPOS	10010214	1	7110-430-42-46	SUPPLIES-GENERAL	517.95	517.95
Total 10010214:											
08/14	08/07/2014	91698	1076	SIERRA COFFEE AND BE	CITY HALL SERVICE 7/23/14	42536	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 42536:											
08/14	08/07/2014	91698	1076	SIERRA COFFEE AND BE	P/W WATER SERVICE 7/23/14	42595	1	7620-430-10-46	SUPPLIES-GENERAL	21.75	21.75
Total 42595:											
08/14	08/07/2014	91699	1436	STANISLAUS FARM SUP	SULFATE	1165855	1	7530-451-52-46	SUPPLIES-GENERAL	172.00	172.00
Total 1165855:											
08/14	08/07/2014	91700	677	SUSANVILLE SANITARY	1505 MAIN	2064 070114	1	1000-422-10-44	SEWER	42.80	42.80

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 2064 070114:											
08/14	08/07/2014	91701	685	SUSANVILLE SUPERMAR	PALLET OF WATER	31762	1	1000-422-10-43	VOLUNTEERS	42.80	42.80
Total 31762:											
08/14	08/07/2014	91702	1002		VOLUNTEER SERVICES	072214	1	1000-422-10-43	VOLUNTEERS	22,000.00	22,000.00
Total 072214:											
08/14	08/07/2014	91703	1023	TALIA, PETER M.	CITY ATTORNEY 6/26/14-7/25/1	080114	1	1000-412-10-43	PROFESSIONAL SVCS	4,691.82	4,691.82
Total 080114:											
08/14	08/07/2014	91704	1245	TAYLORMADE GOLF	TM14 25DZ	30020407	1	7530-451-55-46	SUPPLIES - GENERAL	1,143.45	1,143.45
Total 30020407:											
08/14	08/07/2014	91705	712	TNS TRUCKING CO	SAND, GRAVEL	1236	1	3015-417-10-44	CONSTRUCTION SERVICES	376.93	376.93
Total 1236:											
08/14	08/07/2014	91705	712	TNS TRUCKING CO	SAND	1248	1	3015-417-10-44	CONSTRUCTION SERVICES	308.40	308.40
Total 1248:											
08/14	08/07/2014	91706	731	UNDERGROUND SERVIC	YRLY MEMBERSHIP 14/15	14070320	1	7401-430-62-43	TECHNICAL SVCS	246.60	246.60
Total 14070320:											
08/14	08/07/2014	91707	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE DEP	9727840511	1	1000-422-10-45	COMMUNICATIONS	459.75	459.75
Total 9727840511:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	NIPPLES	15944351	1	7401-430-62-46	SUPPLIES-GENERAL	2,222.76	2,222.76
Total 15944351:											

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
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	THERMOCOUPLE	15944379	1	7401-430-62-46	SUPPLIES-GENERAL	2,005.85	2,005.85
Total 15944379:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	FIRE HYDRANT	65913379	1	1000-422-10-44	HYDRANTS - REPAIR & MAINTN	2,533.84	2,533.84
Total 65913379:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	COUPLING	65932174	1	7401-430-62-46	SUPPLIES-GENERAL	3.61	3.61
Total 65932174:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	ADAPTERS	65940156	1	3015-417-10-44	CONSTRUCTION SERVICES	67.38	67.38
Total 65940156:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	FLEX ALUMINUM	65940327	1	2012-465-32-44	REPAIR & MAINTANENCE-FACI	71.00	71.00
Total 65940327:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	PIPE, DUCTING	65940432	1	2012-465-32-44	REPAIR & MAINTANENCE-FACI	49.02	49.02
Total 65940432:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	QWIK CAPS	65941642	1	7110-430-42-45	TRAVEL	98.55	98.55
Total 65941642:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	SNAP PIPE	65941666	1	2012-465-32-44	REPAIR & MAINTANENCE-FACI	25.59	25.59
Total 65941666:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	INVERTED TIP PAINT	65947008	1	7401-430-62-46	SUPPLIES-GENERAL	423.56	423.56
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	INVERTED TIP PAINT	65947008	2	7110-430-42-46	SUPPLIES-GENERAL	205.82	205.82
Total 65947008:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	BALL VALVE	65947656	1	7401-430-62-46	SUPPLIES-GENERAL	29.71	29.71

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 65947656:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	SCISSORS	65948440	1	2012-465-32-44	REPAIR & MAINTANENCE-FACI	29.71	29.71
Total 65948440:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	ELLS	CM15944351	1	7401-430-62-46	SUPPLIES-GENERAL	105.14	105.14
Total CM15944351:											
08/14	08/07/2014	91708	770	WESTERN NEVADA SUP	THERMOCOUPLE REIM	CM15944379	1	7401-430-62-46	SUPPLIES-GENERAL	530.41	530.41
Total CM15944379:											
08/14	08/07/2014	91709	775	WHITE CAP	SHOVELS	50001532837	1	2007-431-20-46	SUPPLIES-GENERAL	157.55	157.55
08/14	08/07/2014	91709	775	WHITE CAP	SHOVELS	50001532837	2	7110-430-42-46	SUPPLIES-GENERAL	286.62	286.62
08/14	08/07/2014	91709	775	WHITE CAP	SHOVELS	50001532837	3	7401-430-62-46	SUPPLIES-GENERAL	286.62	286.62
Total 50001532837:											
08/14	08/07/2014	91710	1378	ZITO MEDIA	FIRE CABLE	356225062.073114	1	1000-422-10-45	COMMUNICATIONS	730.79	730.79
Total 356225062.073114:											
Grand Totals:										34.75	34.75
										151,071.14	151,071.14

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
08/14	08/08/2014	91711	174		GROUND LEASE 710 MAIN 7/14	062314	1	8401-2228-000	DEPOSITS PAYABLE	75.00	75.00
Total 062314:											
08/14	08/08/2014	91711	174	DATEMA, STEVEN K.	AIRPORT MANAGER 7/1/13 - 6/3	080714	1	7201-430-81-43	TECHNICAL SVCS	1,930.69	1,930.69
08/14	08/08/2014	91711	174	DATEMA, STEVEN K.	AIRPORT MANAGER 7/1/14 - 2/2	080714	2	7201-430-81-43	TECHNICAL SVCS	1,847.93	1,847.93
Total 080714:											
08/14	08/08/2014	91712	312	HISTORIC USA	6/14-7/14 COLLECTIONS, NET	080714	1	8401-2228-000	DEPOSITS PAYABLE	7,131.12	7,131.12
08/14	08/08/2014	91712	312	HISTORIC USA	5%FEE 6/14-7/14 COLLECTIONS	080714	2	8401-2228-000	DEPOSITS PAYABLE	375.33	375.33
08/14	08/08/2014	91712	312	HISTORIC USA	5%FEE 6/14-7/14 COLLECTIONS	080714	3	1000-415-10-34	REIMBURSEMENTS (HUSALAF	375.33-	375.33-
08/14	08/08/2014	91712	312	HISTORIC USA	GROUND LEASE 710 MAIN ST 7	080714	4	8401-2228-000	DEPOSITS PAYABLE	900.00-	900.00-
08/14	08/08/2014	91712	312	HISTORIC USA	GROUND LEASE 706 MAIN ST 7	080714	5	8401-2228-000	DEPOSITS PAYABLE	1,200.00-	1,200.00-
Total 080714:											
08/14	08/08/2014	91713	1271		7/14 GROUND LEASE 706 MAIN	062314	1	8401-2228-000	DEPOSITS PAYABLE	100.00	100.00
Total 062314:											
Grand Totals:											
										5,031.12	5,031.12
										100.00	100.00
										100.00	100.00
										8,984.74	8,984.74

Reviewed by: SA City Administrator
MA City Attorney

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

Submitted By: Deborah Savage, Finance Manager

Action Date: July 16, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for the Council's review is the cash and investment report and the summary report of revenues, expenditures and projected fund balances for the month of June 2014.

FISCAL IMPACT: None

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

ATTACHMENTS: Pooled cash and investments report
Caselle cash report
Receipts and disbursements report
Revenues, expenses and fund balances report

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

		Audited			Unaudited
<i>s:/Bob/fund Balances Report</i>		6/30/13	YTD	YTD	JUNE
Fund #	Fund Title	Fund Balance	Revenue	Expenditures	Fund Balance 6/30/14
100X	General Fund	2,148,010	5,696,770	5,536,267	2,308,513
2002	State COPS	36,297	121,093	115,391	41,999
2006	Snow Removal	0	158,178	38,348	119,829
2007	Streets	383,689	700,291	637,759	446,221
2010	Street Mitigation	43,186	67,961	0	111,147
2011	Police Mitigation	37,112	58,840	36,083	59,869
2012	Fire Mitigation	91,641	50,482	12,155	129,967
2013	Park Dedication	24,859	996		25,855
2014	State of CA - Prop 30/AB 109	24,674	28,273	24,674	28,273
2016	State Comm. Dev. Rev. FD	998,900	5,685	68,085	936,500
2017	State Economic Rev. FD	434,382	3,421	0	437,803
2018	Home Revolving Fund	746,797	1,934	0	748,731
2030	Traffic Safety	81,452	7,983	281	89,154
2031	Barry Creek Development (Closed)	489	(0)	489	(0)
2033	Chestnut Street Culvert (Closed)	25,237	(6)	25,231	(0)
2035	Paul Bunyan/Ash Street Signal	0	96,036		96,036
2036	Skyline - Numa Signal (Closed)	77,796	(18)	77,778	0
2037	Skyline Bicycle Lane	7,465	17		7,482
2038	Skyline - Rt 139 Signal (Closed)	18,021	(4)	18,017	0
3015	City Hall Parking Lot	0	45,000	400	44,600
3019	STIP Rehab Project	(481,661)	716,523	443,522	(208,660)
3023	Prop 1B CIP	70,398	0	43,457	26,940
3025	Sierra Park Project CIP	150,535	25,020	3,075	172,479
4001	Miller Fletcher	962,867	29,343	151,110	841,100
4003	City Hall Debt Service	104,361	84,096	136,582	51,875
4004	2013 CalPERS Refunding Loan	0	1,011,725	279,679	732,046
711X	Water Funds	2,791,498	2,222,358	2,618,464	2,395,392
7201	Airport	1,897,342	168,029	299,836	1,765,535
7301	Geothermal	501,116	93,378	60,202	534,292
740X	Natural Gas	(193,469)	4,589,479	4,316,756	79,255
7530	Golf Course	2,010,239	802,575	365,246	2,447,568
7610	OPEB	(174,344)	44,640	0	(129,704)
7620	PW Admin/Engineering	(344)	9,965	27,342	(17,721)
7630	Risk Management	858,002	598,175	1,192,835	263,341
8402	LAFCO	26,664	57,003	60,296	23,371
8404	Air Pollution	297,159	219,214	177,777	338,595
8405	Air Pollution - Carl Moyer	323,013	282,953	245,807	360,159
	TOTALS	14,323,385	17,997,403	17,012,943	15,307,844

POOLED CASH & INVESTMENTS

JUNE 30, 2014

POOLED CASH FUND	
Cash Clearing-Utilities	13
Cash Clearing-Business Licens	(175)
Cash Clearing-Business Tax	(35)
Cash Clearing-Accounts Rec	(378)
Bank of America - Checking	621,879
LAIF	13,657,878
Accounts Payable	(890)
Total Cash & Investments	<u>14,278,292</u>

Pooled Cash Allocation:

General	1,739,827
General Restricted	904,081
Special Revenue	1,704,975
Capital Projects	199,707
Debt Service	969,404
Enterprise	
Airport	(7,593)
Geothermal	276,038
Golf Course	46,427
Natural Gas	3,559,728
Water	3,869,308
Internal Service	300,604
Trust & Agency	715,786
Total Cash & Inv. Allocations	<u>14,278,292</u>

CASH WITH FISCAL AGENTS

JUNE 30, 2014

General	
Special Revenue	
Capital Projects	
Debt Service	151,910
Enterprise	2,445,922
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,597,832</u>
GRAND TOTAL	<u>16,876,124</u>

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 JUNE 30, 2014

COMBINED ACCOUNTS

9999-1001-001	CASH CLEARING - UTILITIES		13.07
9999-1001-002	CASH CLEARING - ACCTS REC	(377.50)
9999-1001-004	CASH CLEARING - BUSINESS LIC	(175.00)
9999-1001-005	CASH CLEARING - BUSINESS TAX	(35.00)
9999-1011-001	B OF A # 08038-80200		621,879.36
9999-1030-001	LAIF		13,657,877.54
	TOTAL COMBINED CASH AND INVESTMENTS		14,279,182.47
9999-2202-001	ACCOUNTS PAYABLE	(890.27)
9999-1000-000	CLAIM ON CASH	(14,278,292.20)
	TOTAL UNALLOCATED CASH		.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE		79,950.84
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT		3,417.57
1004	ALLOCATION TO GF-PANCERA PLAZA		18,136.08
1005	ALLOCATION TO GF-RESERVE ACCOUNT		802,576.54
2002	ALLOCATION TO STATE COPS		44,269.77
2006	ALLOCATION TO SNOW REMOVAL		118,114.06
2007	ALLOCATION TO STREETS & HIGHWAYS		442,152.61
2010	ALLOCATION TO STREET MITIGATION		111,092.73
2011	ALLOCATION TO POLICE MITIGATION		59,838.23
2012	ALLOCATION TO FIRE MITIGATION		131,089.97
2013	ALLOCATION TO PARK DEDICATION FUND		25,840.32
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109		28,273.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND		123,108.14
2017	ALLOCATION TO STATE ECONOMIC REV FD		233,260.32
2018	ALLOCATION TO HOME REVOLVING FUND		192,366.38
2030	ALLOCATION TO TRAFFIC SAFETY		89,107.32
2035	ALLOCATION TO PAUL BUNYAN/ASH STREET SIGNAL		95,984.78
2037	ALLOCATION TO SKYLINE BICYCLE LANE		7,477.31
3019	ALLOCATION TO STIP REHABILITATION PROJECT	(43,024.28)
3023	ALLOCATION TO PROP 1B IMPROVEMENTS		25,651.94
3025	ALLOCATION TO SIERRA PARK PROJECT		172,479.32
4001	ALLOCATION TO MARK ROOS SERIES B/92		188,482.43
4003	ALLOCATION TO CITY HALL		48,875.16
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN		732,046.15
7111	ALLOCATION TO WATER RATE STABILIZATION FUND		3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS		879,195.36
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND		1,807,075.00
7610	ALLOCATION TO OPEB		27,779.64
7630	ALLOCATION TO RISK MANAGEMENT FUND		262,858.65
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST		5,100.51
8402	ALLOCATION TO LAFCO		23,355.82
8403	ALLOCATION TO SEC 125 AFLAC		72.96
8404	ALLOCATION TO AIR POLLUTION		329,442.11
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER		360,814.89

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 JUNE 30, 2014

ALLOCATIONS TO RESTRICTED FUNDS	10,426,261.63
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UNRESTRICTED FUNDS

1000 ALLOCATION TO GENERAL FUND	1,679,824.25
1006 ALLOCATION TO POLICE BUILDING MAINT/EQUIP	20,000.82
1007 ALLOCATION TO FIRE BUILDING MAINT/EQUIP FUND	20,000.82
1008 ALLOCATION TO ADMIN SVCS BUILDING/EQUIP FUND	20,000.82
3015 ALLOCATION TO CITY HALL PARKING LOT PROJECT	44,600.14
7110 ALLOCATION TO WATER SYSTEM	(9,887.09)
7201 ALLOCATION TO AIRPORT	(7,593.07)
7301 ALLOCATION TO GEOTHERMAL UTILITY	276,038.48
7401 ALLOCATION TO NATURAL GAS	1,752,653.29
7530 ALLOCATION TO GOLF COURSE	46,426.81
7620 ALLOCATION TO PW ADMIN & ENGINEERING FUND	9,965.30

ALLOCATIONS TO UNRESTRICTED FUNDS	3,852,030.57
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TOTAL ALLOCATIONS TO OTHER FUNDS	14,278,292.20
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(14,278,292.20)

ZERO PROOF IF ALLOCATIONS BALANCE	.00
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RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	VP Disbursement	Receipts	Balance
				\$181,413.19
6/2/2014	5/30/2014		\$54,897.99	\$236,311.18
6/2/2014			\$9,455.21	\$245,766.39
6/3/2014				\$245,766.39
6/4/2014	6/3/2014		\$24,548.82	\$270,315.21
6/4/2014			\$4,530.92	\$274,846.13
6/4/2014				\$274,846.13
6/4/2014			\$20.39	\$274,866.52
6/5/2014	6/4/2014		\$30,515.76	\$305,382.28
6/5/2014			\$1,638.63	\$307,020.91
6/5/2014			\$242.40	\$307,263.31
6/5/2014			\$31.93	\$307,295.24
6/5/2014			\$667.20	\$307,962.44
6/5/2014			\$2,154.38	\$310,116.82
6/5/2014			\$696.99	\$310,813.81
6/5/2014			\$693.12	\$311,506.93
6/5/2014		(\$35.00)		\$311,471.93
6/5/2014		(\$79.83)		\$311,392.10
6/5/2014		(\$79.13)		\$311,312.97
6/5/2014		(\$10.00)		\$311,302.97
6/5/2014		(\$979.03)		\$310,323.94
6/5/2014		(\$632.13)		\$309,691.81
6/5/2014		(\$10,049.93)		\$299,641.88
6/6/2014	6/5/2014		\$10,224.28	\$309,866.16
6/6/2014			\$2,386.58	\$312,252.74
6/6/2014		(\$90,256.46)		\$221,996.28
6/6/2014		(\$5,693.68)		\$216,302.60
6/6/2014		(\$28,866.50)		\$187,436.10
6/6/2014		(\$3,890.85)		\$183,545.25
6/6/2014		(\$1,205.35)		\$182,339.90
6/6/2014		(\$34,179.95)		\$148,159.95
6/9/2014	6/6/2014		\$15,118.25	\$163,278.20
6/9/2014			\$2,444.79	\$165,722.99
6/9/2014			\$1,845.06	\$167,568.05
6/10/2014	6/9/2014	(\$260.00)	\$264,848.36	\$432,156.41
6/10/2014			\$2,690.62	\$434,847.03
6/11/2014	6/10/2014	(\$34,806.52)	\$24,377.66	\$424,418.17
6/11/2014		(\$6,818.03)		\$417,600.14
6/11/2014		(\$1,012.88)		\$416,587.26
6/11/2014		(\$403.18)		\$416,184.08
6/11/2014		(\$7,639.30)		\$408,544.78
6/11/2014			\$4,489.63	\$413,034.41
6/11/2014			\$3,685.94	\$416,720.35
6/11/2014			\$24.00	\$416,744.35
6/11/2014			\$24.00	\$416,768.35
6/12/2014	6/11/2014	(\$284.28)	\$21,457.89	\$437,941.96
6/12/2014			\$840.28	\$438,782.24
6/12/2014			\$5,145.52	\$443,927.76
6/12/2014		(\$385,565.62)		\$58,362.14
6/12/2014			\$311.96	\$58,674.10
6/13/2014	6/12/2014	(\$2,491.79)	\$10,472.60	\$66,654.91
6/13/2014			\$317.17	\$66,972.08
6/13/2014			\$651.58	\$67,623.66
6/13/2014			\$294.24	\$67,917.90
6/13/2014			\$283.63	\$68,201.53
6/13/2014			\$20.00	\$68,221.53
6/13/2014			\$179.02	\$68,400.55
6/13/2014		(\$16.55)		\$68,384.00
6/13/2014		(\$40.00)		\$68,344.00
6/13/2014		(\$154.20)		\$68,189.80
6/13/2014		(\$47,037.41)		\$21,152.39
6/13/2014			\$931.10	\$22,083.49
6/13/2014			\$662.69	\$22,746.18
6/16/2014			\$51,170.00	\$73,916.18
6/16/2014	6/13/2014		\$19,030.84	\$92,947.02
6/16/2014			\$2,433.88	\$95,380.90
6/16/2014			\$792.10	\$96,173.00
6/17/2014	6/16/2014		\$33,176.29	\$129,349.29
6/17/2014		(\$4,627.88)		\$124,721.41
6/17/2014		(\$1,026.53)		\$123,694.88

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	MP Disbursement	Receipts	Balance
6/17/2014		(\$20.44)		\$123,674.44
6/17/2014		(\$40.00)		\$123,634.44
6/17/2014		(\$19.23)		\$123,615.21
6/17/2014			\$317.07	\$123,932.28
6/17/2014			\$105.00	\$124,037.28
6/17/2014			\$482.73	\$124,520.01
6/17/2014			\$150.00	\$124,670.01
6/17/2014			\$275.00	\$124,945.01
6/17/2014			\$350.00	\$125,295.01
6/17/2014			\$270,000.00	\$395,295.01
6/17/2014			\$2,595.35	\$397,890.36
6/18/2014	6/17/2014	(\$1,179.53)	\$13,784.45	\$410,495.28
6/18/2014			\$965.16	\$411,460.44
6/18/2014			\$2,511.88	\$413,972.32
6/19/2014	6/18/2014		\$5,452.39	\$419,424.71
6/19/2014			\$1,106.58	\$420,531.29
6/19/2014			\$5.21	\$420,536.50
6/20/2014	6/19/2014		\$19,941.99	\$440,478.49
6/20/2014			\$3,348.00	\$443,826.49
6/20/2014			\$782.31	\$444,608.80
6/23/2014	6/20/2014		\$10,376.99	\$454,985.79
6/23/2014		(\$92,048.14)		\$362,937.65
6/23/2014		(\$5,775.11)		\$357,162.54
6/23/2014		(\$30,113.21)		\$327,049.33
6/23/2014		(\$4,192.47)		\$322,856.86
6/23/2014		(\$1,234.20)		\$321,622.66
6/23/2014		(\$67,032.00)		\$254,590.66
6/23/2014		(\$40,011.10)		\$214,579.56
6/23/2014			\$1,405.45	\$215,985.01
6/23/2014			\$142.15	\$216,127.16
6/23/2014			\$68,290.74	\$284,417.90
6/23/2014			\$2,769.76	\$287,187.66
6/24/2014	6/23/2014		\$26,763.97	\$313,951.63
6/24/2014			\$2,132.92	\$316,084.55
6/24/2014			\$723.18	\$316,807.73
6/25/2014	6/24/2014	(\$565.71)	\$11,582.08	\$327,824.10
6/25/2014		(\$1,660.42)		\$326,163.68
6/25/2014		(\$465.56)		\$325,698.12
6/25/2014		(\$18.79)		\$325,679.33
6/25/2014		(\$25.35)		\$325,653.98
6/25/2014				\$325,653.98
6/25/2014			\$1,400.27	\$327,054.25
6/25/2014			\$2,236.65	\$329,290.90
6/26/2014	6/25/2014		\$41,666.88	\$370,957.78
6/26/2014			\$1,218.72	\$372,176.50
6/26/2014			\$1,416.42	\$373,592.92
6/26/2014		(\$98,870.08)		\$274,722.84
6/27/2014	6/26/2014		\$12,894.31	\$287,617.15
6/27/2014			\$2,387.96	\$290,005.11
6/27/2014			\$1,270.15	\$291,275.26
6/30/2014	6/27/2014		\$11,091.91	\$302,367.17
6/30/2014			\$57.47	\$302,424.64
6/30/2014			\$132.28	\$302,556.92
6/30/2014			\$66.93	\$302,623.85
6/30/2014			\$378.14	\$303,001.99
6/30/2014			\$439.33	\$303,441.32
6/30/2014			\$83,522.99	\$386,964.31
6/30/2014			\$336.20	\$387,300.51
6/30/2014		(\$162,401.25)		\$224,899.26
6/30/2014		(\$60.00)		\$224,839.26
6/30/2014				\$224,839.26
6/30/2014			\$1,505.99	\$226,345.25
6/30/2014			\$814.77	\$227,160.02
6/30/2014		(\$801.00)		\$226,359.02
6/30/2014		(\$225.62)		\$226,133.40
6/30/2014			\$3,239.09	\$229,372.49
6/30/2014			\$255.62	\$229,628.11
7/1/2014	6/30/2014	(\$38.18)	\$387,986.39	\$617,576.32
7/1/2014			\$4,302.98	\$621,879.30

Reviewed by: JCH City Administrator
PMF City Attorney

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

Submitted By: Ted Friedline, Fire Chief

Action Date: August 20, 2014

PRESENTED BY: Ted Friedline, Fire Chief

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 14-5079 adjusting Fire Department budget for fiscal year 2014-2015 for out of area fires.

SUMMARY: Due to wild land fires burning in the State and the increased revenue and expense for the Fire Department personnel and equipment providing resources to help mitigate the emergencies, staff requests an increase to fiscal year 2014-2015 revenues and expenditures for the Out of Area fires budget.

California Office of Emergency Services (Cal OES) engine 316 and Susanville engine 628 have been deployed to, and returned from, various mutual aid incidents in the State this summer.

The adopted 2014-2015 fire department budget for out of area fires is \$30,000 in revenues and expenditures. Current estimates of revenues from CAL EMA for these incidents are in excess of \$30,000, and expenditures to date are approximately \$31,000. In order to reimburse fire personnel for providing suppression services, it is necessary to increase both revenues and expenditures in the out of area fires budget.

FISCAL IMPACT: Increase the Fire Department 2014-2015 out of area fires revenues to \$90,000 and expenditures budget to \$60,000.

ACTION REQUESTED: Motion to approve Resolution No. 14-5079 and increase fire department 2014-2015 out of are fires revenues to \$90,000 and expenditures to \$60,000.

ATTACHMENTS: Resolution No. 14-5079

RESOLUTION NO. 14-5079
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING AN INCREASE TO THE
FIRE DEPARTMENT OUT OF AREA FIRES BUDGET

WHEREAS, the City of Susanville Fire Department OES Engine 316 and Engine 628 have been deployed to numerous wild land fires; and

WHEREAS, the adopted 2014-2015 fire department budget for Out of Area Fires is \$30,000 and currently expenditures are approximately \$31,066; and

WHEREAS, additionally, current estimates of revenue from Cal EMA for these incidents are in excess of \$30,000; and

WHEREAS, additional fire events are anticipated to occur during fiscal year 2014/2015.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville authorizes increasing the fiscal year 2014/2015 fire department budget for out of area fires revenues to \$90,000 and expenditures to \$60,000.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 14-5079** was adopted at a regular meeting of the City Council of the City of Susanville, held on the 20th Day of August, 2014 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

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

Reviewed by:  City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 14-5080** terminating Airport Hangar Land Lease Agreement, Lot #26 with Kathy Barker and authorizing execution of an Airport Hangar Land Lease Agreement for Hangar #26 with Jerry and Lori Pool.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: On June 18, 2014, the City Council was presented with the option of purchasing Hangar #26, owned by Kathy Barker, for the amount of \$42,000.00. City Council declined the purchase of the hangar. On July 1, 2014, Jerry and Lori Pool took possession of the Hangar and are now required to execute a new Airport Hangar Land Lease Agreement for Hangar #26.

FISCAL IMPACT: Annual revenue of \$686.75 per year.

ACTION REQUESTED: Motion approving **Resolution No. 14-5080** terminating Airport Hangar Land Lease Agreement, Lot #26 with Kathy Barker and authorizing execution of an Airport Hangar Land Lease Agreement, Lot #26 with Jerry and Lori Pool.

ATTACHMENTS: **Resolution No. 14-5080**
Airport Hangar land Lease Agreement Hangar Owned by Lessee,
Lot #26 executed by Jerry and Lori Pool.

RESOLUTION NUMBER 14-5080
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #26 WITH
KATHY BARKER AND AUTHORIZING MAYOR TO EXECUTE AN AIRPORT
HANGAR LAND LEASE AGREEMENT, LOT #26 WITH JERRY AND LORI POOL

WHEREAS, Page 2, Paragraph 3 of the Airport hangar Land Lease Agreement, Lot #26 requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

WHEREAS, on May 19, 2014, Kathy Barker offered to sell their interest in the hangar on Lot #26 to the City for \$42,000.00; and

WHEREAS, at its June 18, 2014 meeting, the City Council of the City of Susanville rejected purchase of the hangar on Lot #26 owned by Kathy Barker; and

WHEREAS, on June 29, 2014, Kathy Barker sold their interest in the hangar on Lot #26 to Jerry and Lori Pool for \$42,000.00; and

WHEREAS, the Airport Hangar Land Lease Agreement, Lot #26 held by Kathy Barker needs to be terminated and a new Airport Hangar Land Lease Agreement, Lot #26 needs to be executed by Jerry and Lori Pool as the new owners.

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

1. That the Airport Hangar Land Lease Agreement, Lot #26 held by Kathy Barker is hereby terminated; and
2. That Jerry and Lori pool are the new owners of the hangar on Lot #26 and has executed an Airport Hangar Land Lease Agreement, Lot #26 as required.

APPROVED: _____
Brian Wilson, 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 August, 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____

Peter Talia, City Attorney

AIRPORT HANGAR LAND LEASE AGREEMENT

HANGAR OWNED BY LESSEE

THIS LEASE, made this 1st day of July, 2014, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Jerry & Lori Pool, address: 465 North Mesa Susanville, County of Lassen, state of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of twenty (20) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described as Hangar Lot #26, hereinafter referred to as the "Leased Premises", located at the Susanville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

(a) Lessee shall provide a hangar building plan for approval prior to any Lease execution for use as an airplane hangar. The rent shall be \$.2972935 per square foot per year, for the area including the space occupied by the hangar only which rent is payable with options; in twelve (12) equal installments monthly in advance on the first day of each and every month; or paid in full within thirty (30) days of annual billing. Said rent shall be increased on an annual basis as set forth below.

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

(c) In no event shall the monthly rent be decreased below the amount specified under Section 2.01(a).

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

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

2. Lessee shall use the hangar for the storage of one or more aircraft owned or leased by Lessee and shall not sublease the space for storing any property other than aircraft and that aircraft's related personal property. Lessee is allowed to store aircraft owned by Lessee in the airplane hangar, and Lessee's use of the hangar shall be for storage of Lessee's aircraft. In the event Lessee desires to sublease any part of the hangar not otherwise used by Lessee for storage of Lessee's aircraft, then Lessee must obtain the written permission of Lessor to do so and said sub lessee will be required to provide insurance as specified herein. In the event of

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

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

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

12. Standards, rules, and regulations of City of Susanville Ordinance 87-697, or any amendments thereto, is incorporated herein by reference and shall also govern Lessee's use of the Leased Premises.

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

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

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

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

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

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

19. There is hereby reserved to the Lessor, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of the premises herein leased. This public right of flight shall include the right to cause in said airspace any noise inherent in the operation of any aircraft used for

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

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

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

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

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

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

EXHIBIT "A"

Legal Description

Hangar located on Lot #26 at the Susanville Municipal Airport as shown on Airport Layout Plan (APN 116-180-04-34).

3. Airport Planning Undertaken by a Sponsor. Unless otherwise specified in the grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions and assurances of the grant agreement shall remain in full force and effect during the life of the project.

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

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

Federal Legislation

- a. Federal Aviation Act of 1958 - 49 U.S.C. 1301, et seq.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq. 1/
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act - 5 U.S.C. 1501, et seq. 2/
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 - 42 U.S.C. 4601, et seq. 1/ 2/
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f). 1/
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469C
- h. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a. 1/
- i. Rehabilitation Act of 1973 - 29 U.S.C. 794
- j. Civil Rights Act of 1964 - Title VI - 42 U.S.C. 2000d through d-4.
- k. Aviation Safety and Noise Abatement Act of 1979, 49 U.S.C. 2101, et seq.
- l. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- m. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq. 1/
- n. Airport and Airway Improvement Act of 1982, as amended 49 U.S.C. 2201, et seq.
- o. Power plant and Industrial Fuel Use Act of 1978 - Section 403 -42 U.S.C. 8373. 1/
- p. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq. 1/
- q. Copeland Antikickback Act - 18 U.S.C. 874 1/
- r. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq. 1/
- s. Endangered Species Act - 16 U.S.C. 668(a), et seq. 1/
- t. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq. 2/

Executive Orders

Executive Order 12372 - Intergovernmental Review of Federal Programs

Executive Order 11246 - Equal Employment Opportunity

Federal Regulations

- a. 49 CFR Part 21 - Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- b. 49 CFR Part 23 - Participation by Minority Business Enterprise in Department of Transportation Programs.

contained therein; to act in connection with the application; and to provide such additional information as may be required.

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

4. Good Title. It holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

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

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

5. Preserving Rights and Powers.

a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

b. It will not sell, lease, encumber or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise program implementation project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in the grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under the Airport and Airway Improvement Act of 1982 to assume the obligations of the grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee, all of the terms, conditions and assurances contained in this grant agreement.

c. For all noise program implementation projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise program implementation project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

has received approval for the project from the governing body of all villages incorporated under the laws of that state which are located entirely within five (5) miles of the nearest boundary of the airport.

12. Terminal Development Prerequisites. For projects which include terminal development at a public airport, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under Section 612 of the Federal Aviation Act of 1958 and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning or deplaning from aircraft other than air carrier aircraft.
13. Accounting System, Audit, and Recordkeeping Requirements.
 - a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of the grant, the total cost of the project in connection with which the grant is given or used, and the amount and nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
 - b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to the grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which the grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.
14. Minimum Wage Rates. It shall include, in all contracts in excess of \$2,000 for work on any projects funded under the grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a - 276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.
15. Veterans Preference. It shall include, in all contracts for work on any projects funded under the grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to veterans of the Vietnam era and disabled veterans as defined in Section 515(c) (1) and (2) of the Airport and Airway Improvement Act of 1982. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.
16. Conformity to Plans and Specifications. It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and upon approval by the Secretary, shall be incorporated into this grant agreement. Any modifications to the approved

- (3) Promptly notifying airmen of any condition affecting aeronautical use of this airport.

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

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

taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate base in establishing fees, rates, and charges for users of that airport.

25. Airport Revenue. If the airport is under the control of a public agency, all revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. Provided, however, that if covenants or assurances in debt obligations issued before September 3, 1982 by the owner or operator of the airport, or provisions enacted before September 3, 1982 in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
26. Reports and Inspections. It will submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request. For airport development projects, it will also make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreement, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request. For noise program implementation projects, it will also make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of the grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request.
27. Use of Government Aircraft. It will make available all of the facilities of the airport developed with Federal financial assistance and all those useable for landing and takeoff of aircraft to the United States for use by government aircraft in common with other aircraft at all times without charge, except, if the use by government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:
 - a. Five (5) or more government aircraft are regularly based at the airport or on land adjacent thereto; or
 - b. The total number of movements (counting each landing as a movement) of government aircraft is three hundred (300) or more, or the gross accumulative weight of government aircraft using the airport (the total movements of government aircraft multiplied by gross weights of such aircraft) is in excess of five million (5,000,000) pounds.
28. Land for Federal Facilities. It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate

- for deposit in the Trust Fund or 2) be reinvested in an approved noise compatibility project as prescribed by the Secretary.
- b. For land purchased for airport purposes (other than noise compatibility) under grant before, on, or after December 30, 1987, it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value. That portion of the proceeds of such disposition, which is proportionate to the United States share of the cost of acquisition of such land, will be paid to the Secretary for deposit in the Trust Fund.
 - c. Disposition of such land under a. and b. above will be subject to the retention or reservation on any interest or right there in necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with the operation of the airport.
32. Engineering and Design Services. It will award each contract, or subcontract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping, or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.
33. Foreign Market Restrictions. It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

Reviewed by: JGH City Administrator
AMB City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 14-5081** terminating Airport Hangar Land Lease Agreement, Lot #27 with Gary and Judy Davis and authorizing execution of an Airport Hangar Land Lease Agreement for Hangar #27 with Robin Henry.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: On June 18, 2014, the City Council was presented with the option of purchasing Hangar #27, owned by Gary and Judy Davis, for the amount of \$50,000.00. City Council declined the purchase of the hangar. On July 18, 2014, Robin Henry took possession of the Hangar and is now required to execute a new Airport Hangar Land Lease Agreement for Hangar #27.

FISCAL IMPACT: Annual revenue of \$624.32 per year.

ACTION REQUESTED: Motion approving **Resolution No. 14-5081** terminating Airport Hangar Land Lease Agreement, Lot #27 with Gary and Judy Davis and authorizing execution of an Airport Hangar Land Lease Agreement, Lot #27 with Robin Henry.

ATTACHMENTS: **Resolution No. 14-5081**
Airport Hangar land Lease Agreement Hangar Owned by Lessee,
Lot #27 executed by Robin Henry.

RESOLUTION NUMBER 14-5081
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #27 WITH
GARY AND JUDY DAVIS AND AUTHORIZING MAYOR TO EXECUTE AN
AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #27 WITH ROBIN HENRY

WHEREAS, Page 2, Paragraph 3 of the Airport hangar Land Lease Agreement, Lot #27 requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

WHEREAS, on July 18, 2014, Gary and Judith Davis offered to sell their interest in the hangar on Lot #27 to the City for \$50,000.00; and

WHEREAS, at its June 18, 2014 meeting, the City Council of the City of Susanville rejected purchase of the hangar on Lot #27 owned by Gary and Judy Davis; and

WHEREAS, on July 18, 2014, Gary and Judy Davis sold their interest in the hangar on Lot #27 to Robin Henry for \$50,000.00; and

WHEREAS, the Airport Hangar Land Lease Agreement, Lot #27 held by Gary and Judy Davis needs to be terminated and a new Airport Hangar Land Lease Agreement, Lot #27 needs to be executed by Robin Henry as the new owner.

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

1. That the Airport Hangar Land Lease Agreement, Lot #27 held by Gary and Judy Davis is hereby terminated; and
2. That Robin Henry is the new owner of the hangar on Lot #27 and has executed an Airport Hangar Land Lease Agreement, Lot #27 as required.

APPROVED: _____
Brian Wilson, 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 August, 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____

Peter Talia, City Attorney

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

THIS LEASE, made this 1 day of August 2014, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Robin Henry, address: _____, County of Lassen, state of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of twenty (20) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described as Hangar Lot #27, hereinafter referred to as the "Leased Premises", located at the Susanville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

(a) Lessee shall provide a hangar building plan for approval prior to any Lease execution for use as an airplane hangar. The rent shall be \$.2972935 per square foot per year, for the area including the space occupied by the hangar only which rent is payable in twelve (12) equal installments monthly in advance on the first day of each and every month; or paid in full within thirty (30) days of annual billing. Said rent shall be increased on an annual basis as set forth below.

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

(c) In no event shall the monthly rent be decreased below the amount specified under Section 2.01(a).

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

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

2. Lessee shall use the hangar for the storage of one or more aircraft owned or leased by Lessee and shall not sublease the space for storing any property other than aircraft and that aircraft's related personal property. Lessee is allowed to store aircraft owned by Lessee in the airplane hangar, and Lessee's use of the hangar shall be for storage of Lessee's aircraft. In the event Lessee desires to sublease any part of the hangar not otherwise used by Lessee for storage of Lessee's aircraft, then Lessee must obtain the written permission of Lessor to do so and said sub lessee will be required to provide insurance as specified herein. In the event of

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

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

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

12. Standards, rules, and regulations of City of Susanville Ordinance 87-697, or any amendments thereto, is incorporated herein by reference and shall also govern Lessee's use of the Leased Premises.

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

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

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

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

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

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

19. There is hereby reserved to the Lessor, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of the premises herein leased. This public right of flight shall include the right to cause in said airspace any noise inherent in the operation of any aircraft used for

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

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

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

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

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

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

EXHIBIT "A"

Legal Description

Hangar located on Lot #27 at the Susanville Municipal Airport as shown on Airport Layout Plan (APN 116-180-04-45).

3. Airport Planning Undertaken by a Sponsor. Unless otherwise specified in the grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions and assurances of the grant agreement shall remain in full force and effect during the life of the project.

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

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

Federal Legislation

- a. Federal Aviation Act of 1958 - 49 U.S.C. 1301, et seq.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq. 1/
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act - 5 U.S.C. 1501, et seq. 2/
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 - 42 U.S.C. 4601, et seq. 1/ 2/
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f). 1/
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469C
- h. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a. 1/
- i. Rehabilitation Act of 1973 - 29 U.S.C. 794
- j. Civil Rights Act of 1964 - Title VI - 42 U.S.C. 2000d through d-4.
- k. Aviation Safety and Noise Abatement Act of 1979, 49 U.S.C. 2101, et seq.
- l. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- m. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq. 1/
- n. Airport and Airway Improvement Act of 1982, as amended 49 U.S.C. 2201, et seq.
- o. Power plant and Industrial Fuel Use Act of 1978 - Section 403 -42 U.S.C. 8373.
- p. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq. 1/
- q. Copeland Antikickback Act - 18 U.S.C. 874 1/
- r. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq. 1/
- s. Endangered Species Act - 16 U.S.C. 668(a), et seq. 1/
- t. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq. 2/

1/

Executive Orders

Executive Order 12372 - Intergovernmental Review of Federal Programs

Executive Order 11246 - Equal Employment Opportunity

Federal Regulations

- a. 49 CFR Part 21 - Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- b. 49 CFR Part 23 - Participation by Minority Business Enterprise in Department of Transportation Programs.

contained therein; to act in connection with the application; and to provide such additional information as may be required.

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

4. Good Title. It holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

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

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

5. Preserving Rights and Powers.

a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

b. It will not sell, lease, encumber or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise program implementation project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in the grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under the Airport and Airway Improvement Act of 1982 to assume the obligations of the grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee, all of the terms, conditions and assurances contained in this grant agreement.

c. For all noise program implementation projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise program implementation project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

has received approval for the project from the governing body of all villages incorporated under the laws of that state which are located entirely within five (5) miles of the nearest boundary of the airport.

12. Terminal Development Prerequisites. For projects which include terminal development at a public airport, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under Section 612 of the Federal Aviation Act of 1958 and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning or deplaning from aircraft other than air carrier aircraft.
13. Accounting System, Audit, and Recordkeeping Requirements.
 - a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of the grant, the total cost of the project in connection with which the grant is given or used, and the amount and nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
 - b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to the grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which the grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.
14. Minimum Wage Rates. It shall include, in all contracts in excess of \$2,000 for work on any projects funded under the grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a - 276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.
15. Veterans Preference. It shall include, in all contracts for work on any projects funded under the grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to veterans of the Vietnam era and disabled veterans as defined in Section 515(c) (1) and (2) of the Airport and Airway Improvement Act of 1982. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.
16. Conformity to Plans and Specifications. It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and upon approval by the Secretary, shall be incorporated into this grant agreement. Any modifications to the approved

- (3) Promptly notifying airmen of any condition affecting aeronautical use of this airport.

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

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

taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate base in establishing fees, rates, and charges for users of that airport.

25. **Airport Revenue.** If the airport is under the control of a public agency, all revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. Provided, however, that if covenants or assurances in debt obligations issued before September 3, 1982 by the owner or operator of the airport, or provisions enacted before September 3, 1982 in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
26. **Reports and Inspections.** It will submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request. For airport development projects, it will also make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreement, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request. For noise program implementation projects, it will also make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of the grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request.
27. **Use of Government Aircraft.** It will make available all of the facilities of the airport developed with Federal financial assistance and all those useable for landing and takeoff of aircraft to the United States for use by government aircraft in common with other aircraft at all times without charge, except, if the use by government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:
 - a. Five (5) or more government aircraft are regularly based at the airport or on land adjacent thereto; or
 - b. The total number of movements (counting each landing as a movement) of government aircraft is three hundred (300) or more, or the gross accumulative weight of government aircraft using the airport (the total movements of government aircraft multiplied by gross weights of such aircraft) is in excess of five million (5,000,000) pounds.
28. **Land for Federal Facilities.** It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate

- for deposit in the Trust Fund or 2) be reinvested in an approved noise compatibility project as prescribed by the Secretary.
- b. For land purchased for airport purposes (other than noise compatibility) under grant before, on, or after December 30, 1987, it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value. That portion of the proceeds of such disposition, which is proportionate to the United States share of the cost of acquisition of such land, will be paid to the Secretary for deposit in the Trust Fund.
 - c. Disposition of such land under a. and b. above will be subject to the retention or reservation on any interest or right there in necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with the operation of the airport.
32. Engineering and Design Services. It will award each contract, or subcontract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping, or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.
33. Foreign Market Restrictions. It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

Reviewed by:  City Administrator
 City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Tom Downing, Chief of Police

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution 14-5082** accepting proposal for custodial services from Miller Cleaning Services and authorizing the Mayor and Chief of Police to sign the agreements.

PRESENTED BY: Tom Downing, Chief of Police

SUMMARY: The Susanville Police Department is in need of weekly custodial services for the facility. In the past, the department utilized inmate labor to clean the facility. This labor force has become more sporadic and unreliable. Staff has requested proposals for custodial services from three prospective vendors. One vendor indicated that they were not interested in submitting a proposal. The other two provided very similar price proposals. Miller Cleaning Services' bid was approximately \$160.00 more annually; however their company will be able to meet all of the bid specifications including criminal background checks on all employees. The police department is requesting that the City Council accept Miller Cleaning Services' proposal and authorize the Mayor and Chief of Police to sign the appropriate agreements.

FISCAL IMPACT: \$4,680.00 which has been budgeted for in the police department's current custodial budget.

ACTION REQUESTED: **Approve Resolution 14-5082** accepting proposal for custodial services from Miller Cleaning Services and authorizing the Mayor and Chief of Police to sign the agreements.

ATTACHMENTS: Resolution No. 14-5082
Request for Proposal
Contractor's Proposals
Agreement with Miller Cleaning Service

RESOLUTION NO. 14-5082
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
ACCEPTING PROPOSAL FROM MILLER CLEANING SERVICES AND
AUTHORIZING THE MAYOR AND CHIEF OF POLICE TO SIGN AGREEMENT.

WHEREAS, The Susanville Police Department is in need of custodial services for their facility;

WHEREAS, the police department has sought and received proposals for custodial services from local vendors; and

WHEREAS, Miller Cleaning Services has submitted a responsive proposal that meets all of the bid specifications.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville accepts Miller Cleaning Service and authorizes the Mayor and Chief of Police to sign the agreements to obtain services from said vendor.

APPROVED: _____
Brian Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular [adjourned] meeting of the City Council of the City of Susanville, held on the 20th day of August, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Peter Talia, City Attorney

City of Susanville

POLICE DEPARTMENT

Thomas V. Downing, Chief of Police
Pride in Service—Service with Pride

REQUEST FOR PROPOSALS

July 16, 2014

Prospective Vendors:

The Susanville Police Department is requesting proposals to provide routine janitorial services for the police department. Please provide a written proposal for the following services:

On a weekly basis perform the following services:

1. Clean two bathrooms, including cleaning three toilets, one urinal, two sinks; sweep and mop floors; clean mirrors; dust walls and ledges as needed; empty trash; and restock City supplied toiletries as needed.
2. Remove trash from approximately 8-10 trash cans throughout building. Refuse service provided by the City.
3. Sweep and mop floors in foyer, front office area, and corridors
4. Vacuum all carpeted areas within building
5. Dust window ledges and common areas where dust may collect as needed
6. Remove cobwebs

On a quarterly basis perform the following services:

1. Wax floors in foyer, front office area, and hallways

The successful vender will be required to agree to the following:

1. Maintain the proposal price submitted for a period of at least 12 months
2. Agree to submit an invoice monthly for payment of services.
3. Maintain a valid City of Susanville business license, liability insurance and be bonded.
4. Not employ individuals with a felony conviction to perform services for the Susanville Police Department, as determined through a criminal background check, including livescan.
5. Perform above services between the hours of 5:00 pm and 7:00 am during weekdays, or anytime on weekends.
6. The Susanville Police Department maintains confidential documents and materials. The successful vender would be required to sign a confidentiality agreement with the City of Susanville to protect this confidential information.
7. Provide all cleaning equipment and supplies necessary to properly complete the service described above.

A physical inspection of the facility in preparation of the proposal is suggested. Questions and completed proposals should be directed to Tom Downing, Chief of Police, at the Susanville Police Department, 1801 Main St., Susanville CA 96130, (530) 257-5603.

Susanville Police station price quote

Enviroclean
710-790 Sunnyside rd.
Janesville, CA. 96114
530-260-3718

Price quote for cleaning City of Susanville Police dept. located at 1801 Main st.
Susanville,
CA. 96130.

Scope of weekly duties:

1. Remove all trash from waste paper baskets and replace liner if needed. Remove all trash to dumpster located behind building.
2. Vacuum all carpeted areas.
3. Clean and sanitize bathrooms, toilets, sinks, showers.
4. Replace all paper and soap products as needed.
5. Sweep and damp mop all hard flooring.
6. Dust any and all areas where dust may collect, window sills, base boards, countertops, office partition tops.
7. Clean and sanitize light switches and door knobs(anywhere ppl may put their hands).
8. Remove all cob webs weekly.
9. Keep foyer glass and counter top free of fingerprints and dirt.
10. Clean and sanitize chairs in foyer.
11. Clean and sanitize counter top and table in break room and meeting room.
12. Police front walk way and planters for trash and remove as needed.

Other services offered.

1. Carpet cleaning, with a carpet care contract I offer spot removal with in 24hrs of notification.
2. Hard floor care(stripping and refinishing. top scrub and recoat).
3. Window cleaning.
4. Pressure washing of entire building, parking lots and sidewalks.

Products:

1. The City of Susanville Police dept. will supply all paper products(paper towels, toilet paper and toilet seat covers), hand soap, hand sanitizers, trash can liners and trash bags.
2. Enviroclean will provide all chemicals(sanitizers and cleaners) and equipment needed to complete all duties listed.

Insurance and bonding:

1. Enviroclean will keep a minimum of \$1,000,000 of liability insurance at all times.
2. Enviroclean will also keep a bond in the amount of \$10,000.

Price:

Susanville Police station price quote

1. For duties listed above, monthly fee \$376.71.
2. To add any other services offered, can be added to monthly fee upon request.

Suggested services:

1. Complete strip and refinish of all VCT flooring. 1 time with an acrylic polymer finish, minimum of 6 coats of finish. Maintaining after complete refinish is much easier and stays much cleaner.
2. Semi annual carpet cleaning.
3. Window cleaning on a monthly basis.
4. Annual pressure washing of entire building, parkinglot and sidewalks.

References available upon request.

Thank you for your consideration.

Tim Trevitt
Owner
Enviroclean

MCS

Miller Cleaning Services

YOUR COMMERCIAL & RESIDENTIAL CLEANING SPECIALIST

Proudly Serving Lassen and Plumas Counties

Mark Miller - Cell: 530-260-0021

mcsmark@frontiernet.net

**PRICE PROPOSAL
SUSANVILLE POLICE DEPARTMENT
JANITORIAL SERVICES**

1. General cleaning services per contract: \$90.00 per week.

(Price includes all cost of cleaning supplies, vacuum cleaners; mop buckets, labor, etc.)

2. Stripping and waxing of all tile surfaces: \$350.00 per quarter.

(Price include all cost of wax, stripper solution, stripping pads, mob bottoms, buffing machine, labor, minimum of four (4) coats of wax per job. On an as needed basis)

Susanville Police Department will be responsible for providing all soaps, paper towels, toilet paper, toilet seat covers, air fresheners, and trash bags.

3. Carpet Cleaning: \$225.00 per job.

(Price includes cost of carpet extractor, cleaning solution, and labor. On an as requested basis)

Estimated annual cost: \$4,680.00

MCS

Miller Cleaning Services

YOUR COMMERCIAL & RESIDENTIAL CLEANING SPECIALIST

Proudly Serving Lassen and Plumas Counties

Mark Miller - Cell: 530-260-0021

mcsmark@frontiernet.net

CLIENT / REFERENCE LIST

1. **Eagle Lake Ranger Station, Forest Service**
Susan Wilcox: Culturist, Contract Officer Representative (COR)
477-050 Eagle Lake Road, Susanville Ca, 96130
Office: (530) 252-5886 Cell: (530) 310-3596
swilcox@fs.fed.us
Start date: Dec 1, 2010 – Present
Cleaning of Forest Service Building 5 days per week year-round, approximately 12,500' square feet. Responsible for purchasing and stocking all toilet paper, paper towels, and soaps. Provide carpet cleaning and stripping and waxing as requested.

2. **Department of Agriculture, Forest Services**
2550 Riverside Drive, Susanville Ca 96130
Gil & Barbara Stoffels gnbstoff@gmail.com
TSG Development, LLC
530-226-8419, Cell 530-356-8010
Start date Sept 1, 2010 – Present
Cleaning of Forest Service Head Quarters building 5 days per week year round approximately 30,000' square feet. Carpet cleaning, windows, stripping and waxing.
Quarterly changing of furnace filters. Responsible for changing light bulbs as needed. Inventory of supplies and placing orders.

3. **Plumas Bank:** Tracey Smith (Branch President/Manager)
255 Main Street, Chester Ca 96020
315 Birch Street, Westwood Ca 96137
Office: (530) 258-4161 Ext 1902, tracey.smith@plumasbank.com
Start date: 2005 to present
Cleaning of 11,000' square foot bank 5 days per week year round.
Cleaning of carpets, stripping and waxing of floors, window cleaning.

4. **U.S. Department of The Interior, Bureau of Land Management**
Eagle Lake Field Office. 2950 Riverside Drive, Susanville Ca, 96130.
Randy Chatterton: Building Supervisor, mrandallchatterton@blm.gov
Office: 530-257-5381.
Property Management Company, in charge of building:
CEG Investments. 358 Hartnell Ave, Suite A. Redding Ca, 96012
Robin Birmingham: 530-524-1640
Start date: July 1, 2012 – Present
Cleaning of Forest Service Building 5 days per week year round, approximately 12,000' square feet. Responsible for purchasing and stocking all toilet paper, paper towels, and soaps. Provide carpet cleaning, stripping and waxing, and window cleaning per schedule.

5. **Almanor Ranger District:** Jeanette Cowley (**Retired**) (COR)
900 Hwy 36, Chester Ca 96020
Home: 530-258-3072 netnran@frontiernet.net
P.O. Box 2073, Chester Ca 96020
Start date 2005 to 2009
Cleaning of 6 buildings, 5 days per week year round approximately 30,000 square feet. Stripping and waxing of all buildings. Carpet cleaning of all buildings. Window cleaning of all buildings.

6. **Northeaster Health Clinics:** Chief Operations Janice Brinkman
1850 Spring Ridge Drive, Susanville Ca 96130
Office: (530) 251-5000 ext. 1421 jbrinkman@northeasternhealth.org
Start date: January 9th, 2014 to present
Cleaning of facility 6 days per week, 30,000 square feet. Provide stripping and waxing, carpet cleaning, and window cleaning.

7. **Westwood Family Practice:** Chief Operations Janice Brinkman
209 Birch Street, Westwood Ca 96137
Office: (530) 251-5000 ext. 1421 jbrinkman@northeasternhealth.org
Start date: January 21st, 2014 to present
Cleaning of facility 4 days per week, 2,000 square feet. Provide stripping and waxing, carpet cleaning, and window cleaning.
8. **WIC Center:** Chief Operations Janice Brinkman
1410 Chestnut Street, Susanville Ca 96130
Office: (530) 251-5000 ext 1421 jbrinkman@northeasternhealth.org
Start date: January 9th, 2014 to present
Cleaning of facility 2 days per week, 1,400 square feet. Provide stripping and waxing, carpet cleaning, and window cleaning.
9. **Pregill Insurance:** Owner Geoff Pregill
713 Cottage Street, Susanville, Ca 96130.
Office: (530) 257-7254 Fax: (530) 257-6532, pregillinsur@citlink.net
Start date: 2004 to present
Clean office once per week, 2,000' square feet.
10. **Residential Home:** Marlyne Selk (Owner)
128 Highwood Circle, Lake Almanor, Ca 96137
Office: (530) 259-5691, msekbkg@frontiernet.net
Start date: 2005 to 2014
Cleaning of 2,000 square foot home once every other week year round.
11. **Lassen Family Services.** Wendy Owen
1360 Riverside Drive, Susanville, Ca 96130
Office: (530) 257-5459
Start date: Nov 2009 – Present
Cleaning of 1 two story building and 1 small building, once per week, year round. Approximately 10,000' square feet. Provide carpet cleaning and stripping and waxing as requested.

12. **Lake Almanor Christian School:**

Paige Davidge: Administration

Krissy House: Administration

2610 Highway A-13, Lake Almanor, Ca 96137

Office: (530) 596-4100 www.lacconline.org

Start date: Dec 2009 – Present

Provide back up cleaning services for Church and School.

13. **Bailey Creek Cottages: Ronald Johnson**

(Former Director of Lodging).

45 Idlyberry Drive, Lake Almanor Ca 96137

Home: 530-259-2669, leeronaz@hotmail.com

Start date 2004 to 2010

Cleaning of 6 buildings, each 2500' square feet 3 rooms each building. Total of 18 cottages. Clean from May to December, 7 days per week. Performed laundry services for all rooms as well.

14. **Susanville Indian Rancheria Health Center**

Arian Hart: Facilities Manager Public Works

745 Joaquin Street, Susanville Ca 96130

Cell: 530-260-0588, a_hart@frontier.com

Start date July 1, 2014 – Present

Cleaning of medical center 5 days per week. Building approximately 15,000' square feet. Removal of biohazard waste. Carpet cleaning, window cleaning, and resurfacing of tile floors.

Reviewed by: JGH City Administrator
MD City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Tom Downing, Chief of Police

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution 14-5083** authorizing purchase of 2015 Ford Police Utility vehicle from Folsom Lake Ford under the California state bid contract.

PRESENTED BY: Tom Downing, Chief of Police

SUMMARY: The Susanville Police Department is in need of a new patrol vehicle suitable for law enforcement use. Folsom Lake Ford has been awarded the California state contract for the purchase of police vehicles this year. The contract has a provision allowing local entities the same price point as larger state agencies, therefore reducing the cost to local agencies. We have made contact with Folsom Lake Ford and received a quote that would meet our specifications for the sales price of \$29,578.78 including tax. A \$500.00 reduction in price is granted if payment is made within 20 days of delivery of the vehicle. If the purchase is approved, it is our intention to deliver payment upon acceptance of the vehicle to receive the savings.

FISCAL IMPACT: \$29,078.78 (including savings). Funds to purchase this vehicle were budgeted for in the 2014/2015 budget.

ACTION REQUESTED: Motion approving **Resolution 14-5083** authorizing purchase of 2015 Ford Police Utility vehicle from Folsom Lake Ford through State bid contract # 1-12-23-14.

ATTACHMENTS: Folsom Lake Ford Quote

PRICE QUOTATION
FOLSOM LAKE FORD
12755 FOLSOM BLVD.
FOLSOM, CA 95630
(916) 353-2000 Ext. 307

Date: 8/5/2014

To: Lieutenant Matt Wood / City of Susanville P.D. - Patrol Unit
From: Mark A. Paoli / Folsom Lake Ford
Subject: Pricing for 2015 Ford Interceptor (State of California Contract #1-12-23-14)

\$26,578.00 - Bid Price (State of California Contract Vehicle - Interceptor Utility AWD)
-2,628.00 - Ballistic Door Panel Delete
\$23,950.00 - Subtotal (Bid Price Less Deletions)
877.00 - Front Headlamp Lighting Solution (66A)
650.00 - Paint Rear Doors to Match (CAL)
409.00 - Tail Lamp Lighting Solution (66B)
337.00 - Spot Lamp - Dual Incandescent (51Z)
284.00 - SYNC - Voice Activated Communications (53M)
264.00 - Reverse Sensing (76R)
234.00 - Rear View Camera (21B)
154.00 - Hidden Door-Lock Plunger w/Rear Door Handles Inoperable (52P)
125.00 - Police Wire Harness Connector Kit - Rear (21P)
83.00 - Glass - Solar Tint 2nd Row Only (92R)
58.00 - Mirrors - Heated Sideview (549)
49.00 - Dome Lamp - Red/White in Cargo Area (17T)
33.00 - Windows - Rear Window Power Delete (18W)
\$27,507.00 - Selling Price
2,063.03 - Sales Tax (7.50%)
8.75 - California Tire Fee
\$29,578.78 - Total Price (EACH) F.O.B. Folsom, CA

Payment Terms: \$500.00 Discount Per Unit 20 Days or Net 30.

Notes: Dark Car Feature & Noise Suppression Included In Bid.

Reviewed by:  City Administrator
 City Attorney

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

Submitted By: Jared G. Hancock, City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Lassen County Arts Council – Donation request

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Lassen County Arts Council recently contacted the City of Susanville in hopes of securing a donation in the amount of \$2,000.00. The Arts Council has been bringing programs, concerts, art gallery receptions and literary programs to the area as well as a Summer Youth Art Program. Their primary grant funder, the California Arts Council has not been able to provide funding as it has in the past making it necessary for the Arts Council to seek other funding sources.

FISCAL IMPACT: \$2,000.00

ACTION REQUESTED: Direction to staff

ATTACHMENTS: Letter from the Lassen County Arts Council



August 11, 2014

City Hall
66 North Lassen Street
Susanville, CA 96130

Dear City Council Members,

Lassen County Arts Council would like to request a grant from the city for \$2,000. Over the last year the Lassen County Arts Council has been working hard for the community bringing many programs, concerts, art gallery receptions, literary programs and so much more. We are especially proud of our Summer Youth Art Program that is in its second year, meeting twice a week, and bringing everything from visual art, performing art and culinary art to the students. Additionally, last November, we brought the Reno Dance Company to Susanville for a professional production of The Nutcracker that included more than 75 local children.

Our primary grant funder is the California Arts Council (CAC). For the first time in over ten years the (CAC) saw a one-time increase in general fund monies, after support for the CAC was cut by 94% in 2003. Down from a high of \$30 million, the CAC has recently been receiving as little as \$1.1 million – the minimum needed to qualify for a grant from the National Endowment for the Arts, placing California consistently among the five states with the lowest public arts funding per capita. The total fiscal year 2014-15 general fund support for the CAC will reach approximately \$6 million. As a result of the funding challenges experienced by CAC, we are heavily dependant on grant sources and fundraising to maintain our programs.

Thank you in advance for your consideration.

Sincerely,

Debra Miller
LCAC President

Reviewed by: JA City Administrator
MB City Attorney

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Riverside Park Fund Raiser Luncheon

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City has received a request for use of Riverside Park for a memorial fund raiser luncheon in honor of Angel Siler to be held September 10, 2014 from 9:00 a.m. to 3:00 p.m. Attendees will participate in a walk from along Riverside Drive, and then serve a luncheon for donations to be used for the benefit of abused women in Lassen County. The event coordinators have requested that the City waive the park user fees for this event. The normal user fee for Riverside Park is \$132 per day.

FISCAL IMPACT: \$132 in lost revenue

ACTION REQUESTED: Motion to authorize use of Riverside Park, waiver of \$132 user fee for the Angel Siler Memorial Luncheon

ATTACHMENTS: None

August 7, 2014

Dear Mr. Mayor and City Councilmen,

I would like to request a fee waiver for use of Riverside Park on September 10, 2014. Our plan is to have a memorial walk, for Angel Siler, from the Halls of Justice to the Riverside Park and then serving a luncheon for donations to benefit "Abused Women" in Lassen County.

We plan to use the park from 9:00 am to about 3pm. Setup time starting about 9:00 am on September 10th, and about two hours afterward for cleanup.

Thank you for your consideration,

Michelle Cavalin

Michelle Cavalin

530-257-8824

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Consider Temporary Building Official Services

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Due to the absence of our full time building official the need has arisen to solicit the services of a temporary building official to ensure the continuation of building inspection services.

FISCAL IMPACT: Based on hourly rate of selected consultant.

ACTION REQUESTED: Motion to approve selection of a temporary building official.

ATTACHMENTS: To be provided at meeting.

Reviewed by:  City Administrator
 City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Jared Hancock, City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: **Ordinance No. 14-0999** amending Chapter 12.40 of the Susanville Municipal Code related to the prohibition of smoking within the incorporated limits of the City of Susanville

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City Council has received information regarding the increasing popularity of electronic cigarettes, and hookah bars or smoking lounges and at the June 18, 2014 council meeting directed staff to proceed with amendments to the Susanville Municipal Code to implement regulations pertaining to both. The first step in that process is to expand the definition of smoking to include e-cigarettes. Chapter 12.40 of Title 12 – Streets, Sidewalks and Public Places was added by Ordinance 12-984 and subsequently amended by Ordinance 13-0992 to restrict smoking in certain parks and at public events. Adoption of Ordinance No. 14-0999 would further amend the chapter to include electronic cigarettes in the definition of tobacco, and restrict the use of e-cigarettes accordingly. The City Council reviewed and voted to introduce the Ordinance at the August 6, 2014 meeting; adoption of Ordinance 14-0999 would amend the Municipal Code pertaining to the regulation of smoking within the City limits.

FISCAL IMPACT: None.

ACTION

REQUESTED: Motion to waive second reading and adopt Ordinance No. 14-0999 amending Chapter 12.40 of the Susanville Municipal Code

ATTACHMENTS: Ordinance 14-0999

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ORDINANCE NUMBER 14-0999
AN ORDINANCE OF THE CITY OF SUSANVILLE AMENDING CHAPTER
12.40 OF THE SUSANVILLE MUNICIPAL CODE RELATED TO THE
PROHIBITION OF SMOKING WITHIN THE INCORPORATED LIMITS OF THE
CITY OF SUSANVILLE

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

Section 1: STATEMENT OF PURPOSE AND INTENT

The City Council Finds as follows:

Whereas, there is an ongoing need on the part of the City of Susanville to protect the health of its residents as part of the protection of the public peace, safety and welfare of the citizens of the City of Susanville; and

Whereas, Chapter 12.40 of the Susanville Municipal Code regulates the use of tobacco within the incorporated limits of the City of Susanville; and

Whereas, The Susanville Municipal Code's existing provisions do not address the use of electronic cigarettes or "e-cigarettes," battery-powered devices allowing a user to inhale a vapor containing nicotine and/or other substances; and

Whereas, Health and Safety Code Section 119405 of the California Government Code acknowledges the risks of e-cigarettes by prohibiting the sale or furnishing of e-cigarettes to minors.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Susanville finds as follows:

Section 2: Chapter 12.40 of Susanville Municipal Code, **Section 12.40.020 Definitions** is amended to read as follows:

12.40.020 Definitions

For purposes of this Chapter, the following words and phrases shall have the meaning set forth in this subsection.

A. *The words "Main Street" mean the street, the sidewalk, any parking lot or store between Weatherlow and Roop Street, the Uptown Park to be constructed on Main Street.*

B. *"Smoking" means possessing a lighted pipe, lighted cigar, lighted cigarette, or e-cigarette of any kind, or the lighting of a pipe, cigar, cigarette, or e-cigarette of any kind, including but not limited to those containing tobacco, fluids or any other weed or plant.*

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APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Ordinance was adopted at a regular meeting of the City Council of the City of Susanville held on the ____ day of _____, 2014 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

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

Reviewed by:  City Administrator
 City Attorney

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

Submitted By: Tom Downing, Chief of Police

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: **Ordinance No. 14-0997** Regulating the Cultivation of Medical Marijuana

PRESENTED BY: Tom Downing, Chief of Police

SUMMARY: Current California State law allows for the cultivation of medical marijuana by specific individuals for their personal use, and for those who are classified as primary caregivers of other qualified users. As a result of public safety and community concerns, staff has developed and is presenting an ordinance to address the cultivation of medical marijuana within the City limits.

The proposed ordinance will regulate the cultivation of medical marijuana by providing for a ban on growing in all outdoor settings, and only allowing cultivation in certain specified structures in residential zones. The ordinance will regulate the size and type of structures cultivation is allowed within while addressing the concerns of adjoining property owners who have been subjected to the effects of medical cultivation by their neighbors. It also deals with the public safety concern of unregulated outdoor marijuana cultivation as a potential target for criminal activity.

If approved, a violation of this ordinance would constitute a misdemeanor punishable by a fine of not more than \$1,000.00 and/or imprisonment not to exceed one year. The violator would also be subjected to civil actions and administrative penalties as detailed in the Susanville Municipal Code.

FISCAL IMPACT: N/A

ACTION REQUESTED: Motion to waive first reading and introduce Ordinance no. 14-0997

ATTACHMENTS: Ordinance 14-0997

ORDINANCE NO. 14-0997
AN ORDINANCE OF THE CITY OF SUSANVILLE AMENDING THE
SUSANVILLE MUNICIPAL CODE TITLE 17, AMENDING SECTION 17.08.010
DEFINITIONS AND ADDING SECTION 17.104.140 REGULATING THE
CULTIVATION OF MEDICAL MARIJUANA

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

SECTION 1. STATEMENT OF PURPOSE AND INTENT

Whereas, Health and Safety Code Section 11362 et.seq., known as the "Compassionate use Act of 1996," adopted by the voters of the State of California, provides that qualified patients and their primary caregivers who obtain and use marijuana for medical purposes upon the recommendation of a physician are not subject to criminal prosecution or sanction under state laws concerning the use, possession or cultivation of marijuana, and;

Whereas, Health and Safety Code Section 11362.7 et. seq., known as the "Medical Marijuana Program Act," (MMPA), was adopted by the California State legislature and provides clarification on the scope of the Compassionate Use Act of 1996 and allowed cities and other governing bodies to adopt and enforce rules and regulations related to medical marijuana; and

Whereas, the City may impose regulations to ensure the safety of its residents, while not unreasonably limiting the rights of qualified patients under the CUA and MMPA.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Susanville finds as follows:

- A. Cultivation of medical marijuana inside of residences and attached garages create the potential for risk of fire related to the improper use or modification of electrical systems, and;
- B. Medical marijuana growth can pose significant safety risks for surrounding neighbors, and can cause nuisances associated with the odor of the marijuana plants and public safety issues concerning theft of plants.

SECTION 2. Chapter 17.08 of the City of Susanville Municipal code is amended as follows:

Section 17.08.010 – Definitions For the purposes of this title, the following definitions apply:

- a. “Allowable structure” means a building or other structure that is detached from a residential structure, and is fully-enclosed and secure; complies with the city’s building code and Planning and Development Code; has a complete roof enclosure supported by connecting walls extending from the ground to the roof; has a foundation, slab, or equivalent base to which the floor is secured by bolts or similar attachments; is secure against unauthorized entry; and is accessible only through one or more lockable doors. Walls and roofs must be constructed of solid, non-transparent material that cannot be easily breached, such as two-inch by four-inch or thicker studs overlaid with three-eighths inch or thicker plywood or the equivalent. Plastic sheeting or similar products, regardless of gauge, do not satisfy this requirement.
- b. “Cultivation” means the planting, growing, harvesting, drying, or processing of one or more marijuana plants or any part thereof in any location, indoor or outdoor, including within an allowable structure.
- c. “Identification card” has the same definition as set forth in California Health and Safety Code Section 11362.7.
- d. “Juvenile” means a person under the age of eighteen (18) years.
- e. “Marijuana” has the same definition as set forth in California Health and Safety Code Section 11018.
- f. “Marijuana plant” means any mature or immature marijuana plant, or any marijuana seedling.
- g. “Medical marijuana” means marijuana used for medical purposes in accordance with the Compassionate Use Act (California Health and Safety Code Section 11362.5) and the Medical Marijuana Program Act (California Health and Safety Code Section 11362.7 et seq.).
- h. “Outdoor” means any location, in all zoning districts, in the city that is not within an allowable structure.

- i. "Person with an identification card" has the same definition as set forth in California Health and Safety Code Section 11362.7.
- j. "Premises" means a single parcel of property or contiguous parcels under common ownership or control.
- k. "Primary caregiver" has the same definition as set forth in California Health and Safety Code Section 11362.7.
- l. "Qualified patient" has the same definition as set forth in California Health and Safety Code Section 11362.7.
- m. "Residential structure" means any building or portion thereof legally existing which contains living facilities, including provisions for any of the following: sleeping, eating, cooking and sanitation on a premises or legal parcel located within a residential zoning district. An attached, enclosed garage is included in this definition.

SECTION 3. Chapter 17.104 of the Zoning Code of the City of Susanville, Title 17 of the Susanville Municipal Code, is hereby amended to add Section 17.104.140 as follows:

Section 17.104.140: Cultivation of Medical Marijuana

The regulations in this chapter do not interfere with a qualified patient's right to obtain and use marijuana as authorized under state law, nor do they criminalize the possession of marijuana by qualified patients or their primary caregivers. It is neither the intent nor the effect of this chapter to condone or legitimize the illegal use, consumption, or cultivation of marijuana under federal, state, or local law. It is the purpose and intent of the city council to implement state law by regulating the cultivation of medical marijuana and requiring that it be cultivated in secured, enclosed, and ventilated structures, so as not to be visible to the public; to prevent odors created by marijuana plants from impacting adjacent properties; to protect the health, safety, and welfare of the residents of the city of Susanville; and to ensure that medical marijuana grown for medical purposes does not result in the diversion of marijuana for nonmedical purposes;

A Cultivation and Medical Marijuana:

1. Prohibitions. A person owning, leasing, occupying, or having charge or possession of any premises within any zoning district shall not cause, allow, or permit the premises to be used for the following:
 - a. The outdoor cultivation of marijuana plants.
 - b. The cultivation of marijuana plants, unless the person cultivating the plants is a qualified patient, primary caregiver, or person with an identification card. The person must also reside full-time on the residential premises where the marijuana cultivation occurs.
 - c. Cultivation of marijuana plants in any non-residential zoning district.
 - d. Cultivation of marijuana plants in any structure other than an allowable structure as defined in this code.
2. Regardless of how many qualified patients, primary caregivers, or persons with identification cards are residing at the premises, the cumulative area used for cultivation on the premises shall not exceed two hundred (200) square feet and shall conform as follows:
 - a. Indoor grow lighting systems shall not exceed three thousand eight hundred (3,800) watts;
 - b. Indoor grow lighting systems shall be shielded to confine light and glare to the interior of the allowable structure;
 - c. The allowable structure shall be legally permitted and comply with the city building code and fire prevention code in existence at the time of construction and comply with all requirements for a new or existing structure whichever the case may be.

- d. The allowable structure shall have ventilation and filtration systems installed that prevent medical marijuana plant odors from exiting the interior of the structure. The ventilation and filtration system shall be approved by the building official and installed prior to commencing cultivation within the allowable structure.
3. Medical marijuana cultivation shall be concealed from public view at all stages of growth and there shall be no exterior evidence of cultivation occurring at the premises from a public right-of-way or from an adjacent parcel.
4. The medical marijuana cultivation shall not create offensive odors; create excessive dust, heat, noise, smoke, traffic, or other impacts that are disturbing to people of normal sensitivity residing or present on adjacent or nearby property or areas open to the public; or be hazardous due to use or storage of materials, processes, products, or wastes. All materials related to cultivation shall be contained and concealed within the allowable structure.
5. Medical marijuana cultivation areas shall not be accessible to juveniles who are not qualified patients, primary caregivers, or persons with an identification card.

B Violations:

1. Any person who violates a provision of this chapter is subject to criminal sanctions, civil actions, and administrative penalties pursuant to Chapter 1.08 of this code.
2. Violations of this chapter are declared to be public nuisances and may be abated in accordance with the procedures and remedies specified in Chapter 8.36 and 8.40 of this code.

3. Any person who violates any provision of this chapter is guilty of a misdemeanor, punishable by a fine of not more than \$1,000.00 and/or imprisonment not to exceed one (1) year.

C Remedies Cumulative:

All remedies prescribed under this chapter shall be cumulative and the election of one or more remedies shall not bar the City from the pursuit of any other remedy for the purpose of enforcing the provisions hereof.

APPROVED: _____
Brian Wilson, Mayor

ATTEST:
Gwenna MacDonald, City Clerk

The foregoing Ordinance was adopted at a regular meeting of the City Council of the City of Susanville, held on the ____ day of _____, 2014 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Peter M. Talia, City Attorney

Reviewed by:  City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Dan Newton, Public Works Director

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: State Water Board Emergency Regulations and Implementation of Stage 2 of the City's Water Shortage Contingency Plan

PRESENTED BY: Jared Hancock, City Administrator

ANALYSIS: On July 29, 2014, Emergency Water Regulations adopted by the California Water Board became effective. Under the Regulation, the City is required to implement Stage 2 of its Water Shortage Contingency Plan. If non-compliant the City could be subject to a \$10,000 per day fine. The State has granted some leeway to water providers to comply with the regulation immediately; however, the State's expectation is that water provider's move diligently toward implementation of their Water Shortage Contingency Plans.

As written, the Regulation is active for 270 days beginning July 29, 2014. Staff has been researching the details of an allocation based rate structure, the potential impacts to City Water Revenues, and avenues from which to seek regulatory relief. We have continued to work with the State and research and evaluate viable options to present to the Council. In the meantime, the City is subject to enforcement action by not complying with the Regulation.

Implementation of Stage 2 of the City's Water Shortage Contingency Plan includes several other water conservation regulations which will be evaluated to determine the City's ability to enforce. We propose sending an informational bulletin in the next billing cycle to educate residents on the landscape irrigation requirements.

FISCAL IMPACT: Most water use occurs in the summer months whereas the regulation spans the fall and winter of 2014 and the spring of 2015. As a result, we will be monitoring revenues as a result of the regulation.

ACTION REQUESTED: Motion to implement Stage 2 of the City's Water Shortage Contingency Plan

ATTACHMENTS: 1) Water shortage Contingency Plan (Section 3 of the City's Urban Water Management Plan)

2) Mandatory Water Conservation Regulation Go Into Effect – Fact Sheet, published by California State Water Resource Control Board.

Water Shortage Contingency Plan

The purpose of the Water Conservation/Rationing Plan is to establish a drought management plan to equitably distribute the available water to the City's customers, and to insure an adequate supply for human consumption, sanitation, fire protection, commercial, industrial and medical needs.

Law:

Law 10632: A plan shall be adopted in accordance with this chapter and shall do all of the following:

Stage I - Voluntary Conservation:

The City's supply (treatment) and/or distribution system is able to meet the future projected water demands of its customers in the immediate future. Some restrictions do apply in an effort to reduce water consumption. Water conservation is encouraged through public education.

Stage II – Water Alert:

There is a probability that the City's supply (treatment) and/or distribution system will not be able to meet all water demands of the City's customers. Additional restrictions apply in an effort to increase the conservation by 10% above Stage One.

Stage III – Water Emergency:

The City's supply (treatment) or distribution system will not be able to meet all the demands of the City's customers. All indicated water reductions are to be based upon Year 2000 monthly City acre-feet use. This is one of the worst water years recorded and the basis of estimations

1) Stage I – Voluntary Conservation Use

Note: 0-15% expected conservation of City's acre-feet monthly use.

1. Water shall be used for beneficial uses only; all unnecessary and wasteful uses of water shall be prohibited.
2. Water shall be confined to the consumer's property and shall not be allowed to run off to adjoining property or to the roadside ditch, gutter, i.e. landscape irrigation, beyond the point of saturation.
3. Free-flowing hoses for any use shall be prohibited. Customers shall be encouraged to use automatic shutoff devices on any hose or filling apparatus, including evaporative coolers.
4. Leaking consumer pipes or faulty sprinklers shall be repaired immediately.
5. All pools, spas, and ornamental fountains/ponds shall be equipped with a recirculation pump, and shall be constructed to be leak proof.
6. All industries and large water users, such as schools, supermarkets, civic buildings etc. are encouraged to develop a water conservation plan indicating 15% reduction in water usage, and submit to the City of Susanville for approval within thirty (30) days of this declaration.
7. Parks and school grounds shall be watered at night only.
8. Water for golf courses may be restricted to use of reclaimed water when available (wastewater treatment plant) for irrigation purposes.
9. The City of Susanville shall encourage water reclamation for any agricultural, commercial, or industrial facility, as long as health and safety requirements can be met.
10. All new developments (homes) shall be required to install low flow devices (i.e., toilets and shower heads). All devices are to be approved by the Susanville City Council prior to construction.
11. Restaurant customers shall receive water only upon request.
12. The City of Susanville shall conduct an extensive water conservation program which will include handouts, mailers, newspaper notices, along with radio/television spots. The City of Susanville shall have available to all customers, water conservation retrofit kits.

2) Stage II – Water Alert

Note: 15% - 25% Expected Conservation of City's Monthly Acre-Feet Use

1. All pools and spas shall be equipped with a re-circulation pump and shall be constructed leak proof. Water use for ornamental ponds and fountains shall be prohibited.
2. All industries and large commercial potable water users, such as schools, supermarkets, civic buildings, etc., shall update their Water Conservation Plans to indicate a 25% reduction in water use, and submit to the City of Susanville for approval within thirty (30) days of this declaration.
3. Parks and school grounds shall be watered at night only, three nights per week, and shall update their Water Conservation Plan to indicate a 25% reduction in water use and submit to the City of Susanville for approval within thirty (30) days of this declaration.
4. All new developments (homes) shall be required to install low flow devices, i.e., toilets and shower heads, and to pay a \$300 fee to the City of Susanville prior to construction for purchase of water conservation retrofit kits.
5. Upon a Stage Two declaration, no new landscaping shall be installed.
6. All residential and commercial customers shall be required to water at night and for only three (3) days per week. They shall also be encouraged to use low flow sprinkler heads and/or drip systems.
7. Washing of driveways and parking lots, except as necessary for health and safety, shall be prohibited.
8. All City of Susanville residential and commercial water customers using excessive quantities of water shall be required to install retrofit kits. (The City of Susanville will have water conservation retrofit kits available.)
9. The City of Susanville may tier water rates to discourage excessive use of water and penalize water customers who fail to meet the 15% - 25% reduction.

3) Stage III – Water Emergency

Note: 25% -40% expected conservation of City monthly acre-feet use. Stage I and Stage II plus the amendments and additions listed below shall be established for stage three water emergency regulations.

1. Domestic water use shall be restricted so as to meet the water for public/community health and safety, i.e., fire suppression, medical, minimum requirements for personal health and safety. Priority shall be given to the supplying adequate veterinarian, and educational institutions.
2. Residential and commercial landscaping and or lawn irrigation with potable City of Susanville water shall be prohibited.
3. Swimming pools that have been filled prior to Stage Three shall not be emptied and refilled upon the declaration of Stage Three.
4. All industries and large commercial potable water users, such as schools, supermarkets, civic buildings, etc., shall update their Water Conservation Plan to indicate a 40% reduction in water use and submit to the City of Susanville for approval within 15 days of the declaration.
5. Parks, schools, and public grounds shall receive watering from reclaimed water only, such as water treatment plant backwash water, when available.
6. The City of Susanville shall require water reclamation for any agricultural, commercial, or industrial facility, as long as health and safety requirements can be met.
7. All new development (homes) shall be required to install low flow devices, i.e., toilets and shower heads, and to pay a \$500 fee to the City of Susanville prior to construction for purchase of water conservation kits.
8. No new development (homes) shall be permitted unless the developer has paid connection fees prior to Stage Three declaration.
9. Flushing of sewers and fire hydrants shall be prohibited except in cases of emergency.
10. No potable water from the City of Susanville system shall be used for construction purposes, such as dust control, compaction, or trench jetting.
11. The Susanville City Council may tier water rates to discourage excessive use of water and penalize water customers who fail to meet minimum 25% - 40% reduction.

4) Exceptions, Variances and Appeals

For hardship cases only, variances may be granted for any of the above regulations upon application in writing, stating in detail, the circumstances warranting special consideration. Appeals of decisions made by the City of Susanville may be taken to the City Council by written request. It must be recognized that due to the water shortage emergency, the City of Susanville has very limited ability to grant exceptions and/or variances to this water conservation/rationing plan, especially in Stage Two and Three.

Table 3-1: Penalties and Charges

	Stage When Penalty Takes Effect
Penalty for excess use	2
Charge for excess use	2



Fact Sheet

The State Water Resources Control Board Adopts Emergency Water Conservation Regulations

On July 15, the State Water Resources Control Board (State Water Board) approved an emergency regulation to ensure water agencies, their customers and state residents increase water conservation or face possible fines or legal action.

The new conservation regulation is intended to reduce outdoor urban water use. The regulation, adopted by the State Water Board, mandates minimum actions to conserve water supplies. Most Californians use more water outdoors than indoors. In some areas, 50 percent or more of daily water use is for lawns and outdoor landscaping.

Many communities and water suppliers have taken bold steps over the years and in this year to reduce water use; however, many have not and much more can and should be done to extend diminishing water supplies.

With this regulation, all Californians will be required to stop using potable water to: wash down sidewalks and driveways; water outdoor landscapes in a manner that causes excess runoff; wash a motor vehicle with a hose, unless the hose is fitted with a shut-off nozzle; and operate a fountain or decorative water feature, unless the water is part of a recirculating system. The regulation makes an exception for circumstances where the action is necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency.

Larger water suppliers will be required to activate their Water Shortage Contingency Plan to a level where outdoor irrigation restrictions are mandatory. In communities where no water shortage contingency plan exists, the regulation requires that water suppliers either limit outdoor irrigation to twice a week or implement other mandatory conservation measures that achieve comparable conservation. Finally, large water suppliers must report water production on a monthly basis to track progress.

Local agencies can fine those who violate the individual prohibitions up to \$500 a day. The State Water Board can issue cease and desist orders against water agencies that don't impose mandatory conservation measures upon their retail customers. Water agencies that violate cease and desist orders are subject to civil liability of up to \$10,000 a day.



Conservation Actions Needed

Because most Californians use more water outdoors than indoors, reducing the amount of water used outdoors can make the biggest difference in water savings.

These emergency conservation measures target both individual water use, by identifying the practices from which every Californian should abstain during this drought emergency, as well as the steps that local water suppliers should be taking to reduce water demand in their service areas. These restrictions set a minimum level of effort in this time of emergency. Everyone should do more voluntarily. As the drought wears on, the State Water Board may revisit these regulations and consider other measures.

Temporary Water Restrictions

All Californians will be affected by the ongoing drought conditions in one form or another, especially if these conditions persist or worsen in 2015. To promote water conservation statewide, the emergency regulations prohibit each of the following, except where necessary to address an immediate health or safety need or to comply with a term or condition in a permit issued by a state or federal agency:

- The application of potable water to any driveway or sidewalk.
- Using potable water to water outdoor landscapes in a manner that causes runoff to adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots or structures.
- Using a hose that dispenses potable water to wash a motor vehicle, unless the hose is fitted with a shut-off nozzle.
- Using potable water in a fountain or decorative water feature, unless the water is recirculated. Recycled water is not mandated, but encouraged for fountain use.

Violations of prohibited activities are considered infractions and are punishable by fines of up to \$500 for each day in which the violation occurs. Any peace officer or employee of a public agency charged with enforcing laws and authorized to do so by ordinance may issue a citation to the violator.

Action by Urban Water Suppliers Required

To promote conservation, the regulations require urban water suppliers to implement their Water Shortage Contingency Plans at a level that triggers mandatory restrictions on outdoor water use. Almost all urban water suppliers (those with more than 3,000 water connections or that supply more than 3,000 acre-feet of water annually) have these plans; about 40 of the larger agencies do not.

If an urban water supplier does not have a Water Shortage Contingency Plan or its Plan does not meet the requirements of the Water Code, the supplier must, within 30 days, require customers to limit outdoor irrigation to no more than two days per week or implement another mandatory

conservation measure to achieve a comparable reduction in water consumption by the people it serves relative to the amount consumed in 2013.

Water suppliers serving 3,000 or fewer connections or that supply 3,000 or fewer acre-feet annually must also, within 30 days, require customers to limit outdoor irrigation to no more than two days per week or implement another mandatory conservation measure to achieve a comparable reduction in water consumption by the people it serves relative to the amount consumed in 2013.

Urban water suppliers that do not take these mandatory actions could be subject to cease and desist orders for violating emergency regulations, violation of which triggers civil liability of up to \$10,000 per day per violation. The State Water Board may also direct the Attorney General to seek an injunction against violators.

Keeping Track of Urban Water Use

Each urban water supplier must report the amount of water it produces in the preceding calendar month and compare that to the amount it produced in the same calendar month in 2013. These reports must be submitted to the State Water Board by the 15th of each month. Effective October 15th, these reports must also include an estimate of gallons of water per person per day used by its residential customers.

Looking Forward

The State Water Board is providing the following tips to water suppliers to educate their customers about the new requirements:

- Retail water suppliers should provide notice of the regulations in English and Spanish in one or more of the following ways: newspaper advertisements, bill inserts, website homepage, social media, notices in public libraries;
- Wholesale suppliers should include reference to the regulations in all of their customer communications;
- All water suppliers should provide signage where recycled or reclaimed water is being used for activities that the emergency regulations prohibit with the use of potable water, such as operation of fountains and other water features;
- All water suppliers should train personnel on the regulations; and
- All water suppliers should set conservation targets, measure their service area's progress and make this information available to their customers.

In addition to letting customers know about the new requirements, water suppliers should also:

- Have an easy way for customers to report leaks and water waste via phone or electronic submittal (website form, or email); and
- Request that police and fire departments and other local government personnel report leaks and water waste they encounter during their routine duties/patrols.

If drought conditions continue, additional actions by the State Water Board and local water suppliers might be needed to further increase conservation. All water suppliers are encouraged to be prepared and plan for a possible dry 2015 now.

Background:

On January 17 Governor Edmund G. Brown Jr. issued a drought emergency proclamation following three dry or critically dry years in California. Extreme drought now covers nearly 80 percent of the state and these conditions will likely continue into the foreseeable future.

More than 400,000 acres of farmland are expected to be fallowed, thousands of people may be out of work, communities risk running out of drinking water and fish and wildlife species are in jeopardy. Many communities are down to 50 gallons a day or less per person for basic sanitation needs. With our inability to predict the effect of the next rainy season, water saved today can improve a region's water security and add flexibility to systems that may need to withstand another year or more with precipitation below average.

There are many ways to boost local water supplies such as recycling treated wastewater and reusing some household or industrial water onsite. However, conservation is the easiest, most efficient and most cost effective way to quickly reduce water demand and extend supplies into the next year, providing flexibility for all California communities. The results of a survey conducted by the State Water Board in June show that while many communities have significantly reduced their water demand over time, it is clear that more can be done.

More information on the adopted emergency regulations can be found [here](#). The adopted regulations are expected to go into effect by August 1, 2014, and be in effect for 270 days, unless further action is taken by the State Water Board.

(This fact sheet was last updated July 22, 2014)

Reviewed by:  City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Jared G. Hancock, City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Roop's Fort Roof Restoration Project

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Lassen Historical Society has been raising funds for the purpose of restoring Roop's Fort. As a result of the generous contributions from Sunrise Rotary, the Lassen County Board of Supervisors and other generous groups and individuals, approximately \$17,000 has been collected. We have received a request from the Lassen County Historical Society's representative, Tony Jonas, to begin Phase 1 of the restoration which would involve removing the existing roof and using internal support columns and beams to erect an integrated yet free-standing structure that would support the new roof without adding additional stress to the remaining portions of the original structure. The fort is a City owned structure and, as such, Mr. Jonas has requested that this project be coordinated by the City.

Staff is anticipating that the next steps will include obtaining the necessary permits to remove the roof structure and to prepare the necessary plans and specifications for the new roof. Mr. Jonas has indicated that all of the necessary materials are currently available for purchase or collection except for the new roof shingles. In the event that roof shingles cannot be obtained in the 2014 construction season, any new roof elements will need to be protected during the winter month.

FISCAL IMPACT: Expenses to be covered through community donation.

ACTION

REQUESTED: Direction to staff regarding proceeding with the Roop's Fort roof restoration project.

ATTACHMENTS: None.

Reviewed by: X City Administrator
TTG City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Tom Downing, Chief of Police

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Police Department Update.

PRESENTED BY: Tom Downing, Chief of Police

SUMMARY: Chief Downing will provide an update of police department operations, crime statistics, and near future plans.

FISCAL IMPACT: None

ACTION REQUESTED: None, information only.

ATTACHMENTS: Detailed Police Department update

**Susanville Police Department
Department Update
August 20, 2014**

PUBLIC EDUCATION HIGHLIGHTS

SPD has been working with the four primary schools and Lassen College in the City on being better prepared for an active shooter incident. These trainings and drills have proven to be a benefit to the schools and our staff alike. On August 4, 2014 the SPD hosted an all-day training at the Lassen High School campus. The training was attended by approximately 140 personnel from numerous public safety agencies, as well as the school districts in the Susanville area.

SPD continues to provide in-service training to members of Lassen Family Services in the area of domestic violence and sexual assault laws, and our coordinated response to these types of events.

SPD has attended several school functions and given presentations to a number of students related to careers in law enforcement, personal safety, and citizen responsibility. In addition to these events, we have attended the Lassen County Children's Fair and the IGA Kids Fest providing safety material to those in attendance.

In May 2014 the police department facilitated the annual rabies clinic at Memorial Park. This was the second annual event which included animal care related vendors, two local veterinarians, the humane society, demonstrations from animal organizations, and staff from the Lassen County Animal Shelter. The intent was to draw the public's attention to the need to vaccinate their animals. At this event 262 animals were vaccinated, 172 dog licenses were sold to City residents, and Lassen County staff sold 112 license to county residents. This was an increase over previous years.

DEPARTMENT HIGHLIGHTS

The department is currently fully staffed. However, operationally SPD is still short staffed. Two recently hired police officers are in their initial training period, and one police officer remains on light duty. This situation is anticipated to resolve itself within next few months.

In an effort to reduce property crime, During the months of February thru May 2014, with additional funding provided by the City Council, SPD conducted special enforcement patrols comprised of a two man unit patrolling the City proactively looking for criminal activity. We used this detail twelve (12) times during this four-month period. The officers made 62 pedestrian stops, 10 traffic stops, 5 bicycle stops, 1 arrest, and over 100 extra patrols of city parks, and the business districts.

On May 1, 2014 The police department promoted Michael Bollinger to the position of Police Sergeant to fill a vacancy created by an employee returning to the Detective position. Currently, he has proven to be a positive addition to the supervisory staff.

SPD has been successful in working with other community partners to clean up the homeless encampments on City property at the east end of the City near the Susan River. Over 2000 pounds of trash and debris has been removed from that location.

Department Highlights Continued

The School Resource Officer started at Lassen High School this week. We anticipate this will be a positive relationship for both the school, and the police department.

STATISTICS

**Activity Report
January thru June 2014**

INCIDENT TYPE	Jan - Mar	Apr - Jun	Total
Dispatched Incidents	1685	1759	3444
Officer Initiated	386	294	680
Total Incidents	2071	2053	4124
Vehicle Collisions			
Non-Injury	16	12	28
Private Property	8	7	15
Injury	4	7	11
Traffic Citations	24	32	56
Parking Citations	12	19	31
Arrests			
Misdemeanor	93	75	168
Felony	52	44	96
Part 1 Crimes			
Homicide	1	0	1
Sexual Assault	3	0	3
Robbery	1	1	2
Aggravated Assault	9	8	17
Burglary	26	33	59
Theft	54	38	92
Auto Theft	4	3	7
Arson	1	0	1
Miscellaneous			
Other Assault	19	47	66
Domestic Violence	17	21	38
Vandalism	42	42	84
Case Numbers Issued	464	443	907

Animal Control:

Reports Written:

Dog Bite Calls	15
Cat Bite	0
Dog Pick-up	49

Citations Issued:

Dog at Large	16
Unlicensed	6

Total Animal Calls for Service: 163

MOVING FORWARD

Records Management System: Our records management system was developed in the 1980's, and has received very little support and upgrades over time. We are investigating replacement/upgrade options that could be viable in the future. It is anticipated that this is a several year endeavor.

Vehicle Fleet: The age of our vehicle fleet is increasing. We currently purchase a new patrol vehicle each year, and the fleet is on an 8 years replacement cycle. The administrative type vehicles are currently not part of the replacement cycle, and are replaced as funds allow. Alternative purchasing methods might need to be explored in the future to assist in reducing the age of the fleet.

Body Worn Cameras: The department is investigating the use of body worn cameras. These devices would supply valuable information for prosecution of offenses and citizen complaint resolution.

Police Volunteer Program: The SPD is in the process of developing a police volunteer program. We are in the infancy stages of developing policy and protocol for this program. It is anticipated that SPD will be recruiting for Volunteers within the next six months. We are excited about the opportunity to implement this program. We envision utilizing community members to assist the police department in areas such as traffic and parking safety patrols, neighborhood watch programs, clerical assignments, public outreach projects, vacation checks, as well as various other assignments.

AGENDA ITEM NO. 13C

Reviewed by: JH City Administrator
 City Attorney

 Motion only
 Public Hearing
 Resolution
 Ordinance
 X Information

Submitted by: Jared G. Hancock, City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: Letters of Appreciation

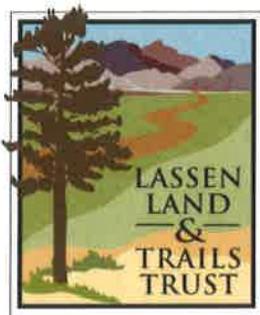
PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City has received letters of thanks from both the Chamber of Commerce and Lassen Land and Trails Trust for contributions made.

FISCAL IMPACT: None.

ACTION REQUESTED: None.

ATTACHMENTS: Letters:
Chamber of Commerce
Lassen Land and Trails Trust



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

August 13, 2014

Honorable Brian Wilson
Mayor
City of Susanville
66 North Lassen Street
Susanville, CA 96130

Dear Mayor Wilson:

On behalf of myself, the Board of Directors, our members and all of the young people who learn so much at Nature Camp, I want to thank you and the other members of the City Council for approving the use of the City's school bus for the 2014 sessions.

The use of the bus helped us serve almost 40 children this summer and enabled these young people to truly explore all that makes our Lassen County home so beautiful and unique.

The city staff that assisted with coordinating the use of the bus was very cooperative and helpful. I've attached some photos from camp, illustrating the range of travel and enjoyment of the participants thanks to the generous contribution of the bus.

Thank you, again.

Sincerely,

Jessie Diermier
Education Coordinator

Cc J. Hancock



PO Box 338 • 75 N Weatherlow • Susanville, CA 96130 • (530) 257-4323 • Fax: (530) 251-2561
www.lassencountychamber.org

August 6, 2014

Jared Hancock, City Administrator
City of Susanville
66 N. Lassen St.
Susanville, CA 96130

Dear Jared,

On behalf of the Lassen County Chamber of Commerce and the Magical Country Christmas Committee thank you to the City Council for their donation toward the purchase of a new community Christmas Tree in the amount of \$2000. I am happy to say that our fundraising goal has been reached and the new tree will be lit for the first time as part of the Magical Country Christmas event planned for Saturday, December 6, 2014.

We look forward to an outstanding event that will bring the community together to ring in the Christmas Season. Your support of the Chamber and the Magical Country Christmas event is very much appreciated.

Sincerely,

Patricia Hagata
Executive Director

Reviewed by: JGH City Administrator
MB City Attorney

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

Submitted By: Jared G. Hancock, City Administrator

Action Date: August 20, 2014

CITY COUNCIL AGENDA ITEM

SUBJECT: RFP for Park Design Services

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: During the 2014/2015 fiscal year budget, the City Council identified a number of community improvement projects that they would like to pursue in the coming year. Some of these enhancements included completing some of our existing park facilities. To help facilitate this effort, staff intends to seek proposals for park design services to allow us to move forward in designing these enhancements and move toward construction and implementation.

FISCAL IMPACT: None.

ACTION REQUESTED: None.

ATTACHMENTS: None.