
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
October 7, 2015 * 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 15-5224

Next Ordinance No. 15-1004

- 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 PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Administrative, Firefighters, Miscellaneous, Public Works, SPOA
 - 2 Approved Position List
 - 3 Employee Status Report
 - B CONFERENCE WITH REAL PROPERTY NEGOTIATORS – PURSUANT TO Government Code §54956.8:
 - 1 Property: Diamond Mountain Golf Course
 Agency negotiator: Jared G. Hancock
 Negotiating parties: City of Susanville: Unknown
 Under negotiations: Price/Conditions/Terms of Lease
 - 2 Property: Susanville Municipal Airport
 Agency negotiator: Jared G. Hancock
 Negotiating parties: City of Susanville: American Medflight
 Under negotiations: Price/Conditions/Terms of Lease/Agreement

- 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: Chief James Moore*
 - *Proclamations, awards or presentations by the City Council*

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 the City Council's August 31, 2015 special meeting
- B Approve vendor warrants numbered 95075 through 95291 for a total of \$472,863.51 including \$113,386.60 in payroll warrants

7 **PUBLIC HEARINGS:**

- A Consideration of **Resolution No. 15-5220, 15-5221, and 15-5222** authorizing Weed and Rubbish assessment and lien against certain real properties located within the City of Susanville:
 - 1630 Cornell Street – 105-210-25
 - 31 Monrovia Street – 107-155-35
 - 850 Plumas Street – 107-191-19

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of **Resolution No. 15-5211** approving and authorizing Mayor to execute Memorandum of Understanding with the Miscellaneous Bargaining Unit
- B Consider approval of **Resolution No. 15-5212** approving and authorizing Mayor to execute Memorandum of Understanding with the Public Works Bargaining unit
- C Consider approval of **Resolution No. 15-5223** approving and authorizing Mayor to execute Memorandum of Understanding with the Fire Bargaining Unit
- D Consider approval of **Resolution No. 15-5213** adjusting fire department budget fiscal year 2015/2016
- E Consider approval of **Resolution No. 15-5214** authorizing fire department employees to pay under CFAA agreement
- F Consider approval of **Resolution No. 15-5215** authorizing support of Lassen County Chamber of Commerce (LCCC) Annual Magical Country Christmas Celebration on Saturday, December 5, 2015
- G Consider approval of **Resolution No. 15-5216** authorizing closure of Richmond Road for Lassen Land and Trails annual Rails to Trails festival October 10, 2015
- H Consider approval of **Resolution No. 15-5217** authorizing closure of Main Street for Annual Veterans Day Parade November 11, 2015
- I Consider approval of **Resolution No. 15-5218** approving Hangar Lease Space 16

- J Consider approval of **Resolution No. 15-5219** Authorizing encroachment application and street closure for HUSA Annual Safe and Sane Halloween event
- K Consider approval of Golf Course Club House rental Fee Waiver Request for CASA Volunteer Appreciation Luncheon on October 16, 2015
- L Consider approval of amendment to Honey Lake Valley Recreation Authority JPA Agreement

10 SUSANVILLE COMMUNITY DEVELOPMENT AGENCY: No business.

11 SUSANVILLE MUNICIPAL ENERGY CORPORATION: No business.

12 CONTINUING BUSINESS: No business.

13 CITY ADMINISTRATOR'S REPORTS:

- A Golf Course Update
- B Airport Hangar Demolition Report

14 COUNCIL ITEMS:

- A AB1234 travel reports:
 - 2015 Annual League of California Cities Conference Update

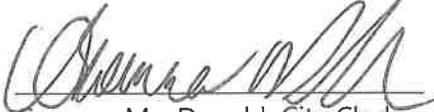
15 ADJOURNMENT:

- *The next regular City Council meeting will be held on October 21, 2015 at 6:00 p.m.*

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

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

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for October 7, 2015 in the areas designated on October 2, 2015.


Gwenna MacDonald, City Clerk

Reviewed by: HW City Administrator
 _____ City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's August 31, 2015 special meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's August 31, 2015 special meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's August 31, 2015 special meeting.

ATTACHMENTS: Minutes: August 31, 2015

SUSANVILLE CITY COUNCIL
Special Meeting Minutes
August 31, 2015 at 10:00 a.m.

Meeting was called to order at 10:00 a.m. by Mayor Wilson.

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

Staff present: Jared G. Hancock, City Administrator; Deborah Savage, Finance Manager and Gwenna MacDonald, City Clerk.

1 APPROVAL OF THE AGENDA:

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

2 PUBLIC COMMENT: None.

3 SCHEDULED MATTERS:

3A Consider approval of Resolution No. 15-5206 authorizing submittal of River Parkway Grant Application Mr. Hancock explained that the River Parkway Improvement project had been conceptualized in 2011, and an application for funding submitted through the State of California River Parkway Grant Program. The proposed project cost was estimated at \$5 million dollars, and included improvements from the Richmond Road Bridge east along the river corridor. The State has released another funding cycle for similar projects and there is \$7.6 million available statewide, with a project maximum of \$500,000 and an application submittal deadline of September 1, 2015.

Mr. Hancock explained that the City had entered into a contract with Melton Design Services for park design services for the preparation of cost estimates in order to complete various park improvement projects within the City. Mr. Greg Melton has worked to reduce the original project scope with consideration to the project criteria and what the State is requiring in order to prepare the most competitive application possible.

Mr. Hancock telephoned Greg Melton, Melton Design Services, who then participated in the meeting via conference call. A power point display indicating the project site was displayed, and Mr. Melton reviewed the proposed improvements which included removal of the dam located behind Lassen High School, clean-up of the concrete bank, and installing a walking path on the north side of the river which would eventually be connected to the existing trail east of the project site. The river banks would be replanted with native vegetation, and a picnic shelter and educational kiosk would be installed at the existing park on the south side of the river.

Mr. Hancock indicated on the map the focus areas, and explained that the proposal was focused on the removal of the dam to provide a more natural flow through the area and reshaping of the bank in order to provide space to expand the existing footpath into a walking trail.

Mr. Melton reviewed the application scoring criteria which included recreation, habitat, flood management, conversion to river parkways, and conservation/interpretative features. He stated that the connectivity of the river parkway to the existing Bizz Johnson trail system would score very well in the

process, as well as the improvements to flood management and recreation that would be created by the expansion of the existing park area and walking trail behind the high school. He explained that the area was chosen primarily due to the focus on recreation and dam removal would score more points than some of the other aspects of the overall project.

Mr. Hancock asked if the existence of old cars used for bank stabilization, referred to as Detroit rip-rap, was an issue with the State.

Mr. Melton responded that it had raised a few red flags, however the cleanup associated with the removal of the cars was prohibited due to the \$500,000 project maximum and while it would still be an important part of the overall project, it would not be included in the scope of this first phase.

Councilmember Garnier noted that in the summer months, many people jump off the Richmond Road Bridge into a deep spot in the river, and asked what would happen to the water level if the dam was removed downstream, noting that it could cause a safety hazard.

There was a discussion regarding the location and topography of the river bed which created the swimming hole, and that removal of a dam 400 feet downstream would allow the water level the required distance to stabilize which would not affect the water level at the location of the bridge on Richmond Road.

The Council discussed the diversion of the river caused by the installation of the dam which was designed to feed water along a shallow canal to the mill pond for the lumber mill operated by the Fruit Growers Company. Mr. Hancock explained that the City owns the property and Sierra Pacific Industries abandoned the diversion canal but there would still be a process to follow for resolving any water rights issues.

Mayor Wilson asked if vegetation would provide enough stability along the bank behind the area of the school's bus barn if the concrete and dam were to be removed.

Mr. Melton explained various methods that would be implemented to ensure that the integrity of the bank is not lost, and that they have entertained the idea of leaving some of the concrete in place downstream on the north side of the bank near Foss Street. That would be determined through the engineering process of the project. The use of natural boulders and rocks would be incorporated to maximize the recreational focus and aesthetics of the project.

Mr. Melton discussed other aspects of the project which included accessing the Bizz Johnson Trailhead by way of an access connection along Carroll Street. Councilmember Callegari expressed concerns related to pedestrian safety and the issue of obtaining trail easements from private property owners along the river. The City Council had a general discussion regarding future project features and priorities at the west end of the project.

Motion by Councilmember Callegari, second by Councilmember Garnier, to approve Resolution No. 15-5206; motion carried. Ayes: Garnier, De Boer, Callegari and Wilson. Absent: McBride.

15 ADJOURNMENT:

Motion by Councilmember Garnier, second by Councilmember Callegari to adjourn; motion carried. Ayes: Garnier, McBride, Callegari and Wilson. Absent: McBride.

Meeting adjourned at 11:03 a.m.

Respectfully submitted by

Gwenna MacDonald, City Clerk

Brian R. Wilson, Mayor

Approved on: _____

AGENDA ITEM NO. 6B

Reviewed by: WD City Administrator
 City Attorney

X Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated September 8th through September 25th numbered 95075 through 95291

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$359,476.91 plus \$ 113,386.60 in payroll warrants, for a total of \$472,863.51

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
09/15	09/10/2015	95075	728	U S POSTMASTER	WATER BILLING POSTAGE	090915	1	7110-430-42-46	POSTAGE	167.59	167.59
09/15	09/10/2015	95075	728	U S POSTMASTER	GAS BILLING POSTAGE	090915	2	7401-430-62-46	POSTAGE	86.33	86.33
Total 090915:										253.92	253.92
Grand Totals:										253.92	253.92

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
09/15	09/11/2015	95076	30	ALMANOR ENERGY PLU	REPLACED BAD CAPACITOR	090115	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	204.00	204.00
Total 090115:											
09/15	09/11/2015	95077	1515		RETURN DEPOSIT 155 RUSSEL	082015	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	822.00	822.00
Total 082015:											
09/15	09/11/2015	95078	44	ARAMARK UNIFORM SE	GAS UNIFORMS 8/20/15	5063994188	1	7401-430-62-44	LINEN SERVICES	61.21	61.21
Total 5063994188:											
09/15	09/11/2015	95078	44	ARAMARK UNIFORM SE	STREETS UNIFORMS 08/20/15	5063994189	1	2007-431-20-44	LINEN SERVICE	32.04	32.04
09/15	09/11/2015	95078	44	ARAMARK UNIFORM SE	STREETS UNIFORMS 08/20/15	5063994189	2	7620-430-10-44	LINEN SERVICE	27.86	27.86
Total 5063994189:											
09/15	09/11/2015	95078	44	ARAMARK UNIFORM SE	WATER UNIFORMS 08/20/15	5063994190	1	7110-430-42-44	LINEN SERVICE	51.00	51.00
Total 5063994190:											
09/15	09/11/2015	95079	6277		REFUND GAS DEPOSIT	10241380007	1	7401-2228-000	DEPOSITS-CUSTOMER	171.93	171.93
Total 10241380007:											
09/15	09/11/2015	95080	1070	AT&T MOBILITY	WIRELESS PHONES POLICE	835956037X09012015	1	1000-421-10-45	COMMUNICATIONS	142.69	142.69
Total 835956037X09012015:											
09/15	09/11/2015	95081	1513	AYRES LAW OFFICE	RETURN RETAINER FOR W/C C	083115	1	7630-411-40-34	REIMBURSEMENTS	5,000.00	5,000.00
Total 083115:											
09/15	09/11/2015	95082	8250		REFUND GAS DEPOSIT	10114230002	1	7401-2228-000	DEPOSITS-CUSTOMER	157.51	157.51

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 10114230002:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	COUPLING, TEE	336236	1	7401-430-62-46	SUPPLIES-GENERAL	11.18	11.18
Total 336236:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	BOTTLE BRUSH	336752	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	2.50	2.50
Total 336752:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	COUPLING, TEE	336797	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	22.23	22.23
Total 336797:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	BULBS	337180	1	7110-430-42-46	SUPPLIES-GENERAL	49.32	49.32
Total 337180:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	PLASTIC POP UP	337326	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	5.78	5.78
Total 337326:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	BULB, SANITIZER	337368	1	1000-452-20-46	SUPPLIES-GENERAL	27.07	27.07
Total 337368:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	ROPE	337811	1	1000-452-20-46	SUPPLIES-GENERAL	13.06	13.06
Total 337811:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	BULB	337908	1	1000-452-20-46	SUPPLIES-GENERAL	24.18	24.18
Total 337908:											
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	SAFETY CAN	337919	1	7401-430-62-46	SUPPLIES-GENERAL	48.36	48.36
Total 337919:											

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
09/15	09/11/2015	95083	76	BILLINGTON ACE HARD	FUSE	338242	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	11.20	11.20
Total 338242:											
09/15	09/11/2015	95084	8243		REFUND GAS DEPOSIT	10306805811	1	7401-2228-000	DEPOSITS-CUSTOMER	136.76	136.76
Total 10306805811:											
09/15	09/11/2015	95085	8251		REFUND WATER DEPOSIT	10327950007	1	7110-2228-000	DEPOSITS-CUSTOMER	16.22	16.22
Total 10327950007:											
09/15	09/11/2015	95086	8239		REFUND GAS DEPOSIT	10527700026	1	7401-2228-000	DEPOSITS-CUSTOMER	184.15	184.15
Total 10527700026:											
09/15	09/11/2015	95087	1307	C&S WASTE SOLUTIONS	110 NORTH ST	110NORTH 090115	1	1000-452-20-44	DISPOSAL	232.32	232.32
Total 110NORTH 090115:											
09/15	09/11/2015	95087	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE	470895CIRCLE 090115	1	7530-451-52-44	DISPOSAL	191.16	191.16
Total 470895CIRCLE 090115:											
09/15	09/11/2015	95087	1307	C&S WASTE SOLUTIONS	66 N LASSEN	SVL2 090115	1	1000-417-10-44	DISPOSAL	158.83	158.83
Total SVL2 090115:											
09/15	09/11/2015	95087	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW	SVL5 090115	1	1000-452-20-44	DISPOSAL	191.16	191.16
Total SVL5 090115:											
09/15	09/11/2015	95087	1307	C&S WASTE SOLUTIONS	1801 MAIN ST	SVL7 090115	1	1000-421-10-44	DISPOSAL	95.59	95.59
Total SVL7 090115:											
09/15	09/11/2015	95088	115	CASELLE INC.	SOFTWARE SUPPORT 10/15	67679	1	1000-417-10-43	TECHNICAL SVCS	1,258.00	1,258.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 67679:											
09/15	09/11/2015	95089	116	CASHMAN EQUIPMENT	GASKET, SEALS	2333899	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	17.96	17.96
Total 2333899:											
09/15	09/11/2015	95090	1516	CENTRAL SIERRA POLIC	2015-16 MEMBERSHIP DUES	091015	1	1000-421-10-48	DUES AND MEMBERSHIPS	40.00	40.00
Total 091015:											
09/15	09/11/2015	95091	148	COMPUTER LOGISTICS	100 HR SER CONTRACT RENE	65695	1	1000-1430-106	PREPAID COMPUTER HOURS	8,500.00	8,500.00
Total 65695:											
09/15	09/11/2015	95091	148	COMPUTER LOGISTICS	MONTHLY SER 2HRS	65808	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 65808:											
09/15	09/11/2015	95091	148	COMPUTER LOGISTICS	ANTI VIRUS-BARRACUDA 200G	65821	1	1000-417-10-43	TECHNICAL SVCS	50.00	50.00
Total 65821:											
09/15	09/11/2015	95091	148	COMPUTER LOGISTICS	EMAIL & IPHONE SUPPORT	65862	1	1000-417-10-43	TECHNICAL SVCS	467.90	467.90
Total 65862:											
09/15	09/11/2015	95092	152	COUSO TECHNOLOGY &	9/15 WEBSITE MAINT/HOSTING	541857	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 541857:											
09/15	09/11/2015	95093	8240		REFUND GAS DEPOSIT	10224300006	1	7401-2228-000	DEPOSITS-CUSTOMER	177.05	177.05
Total 10224300006:											
09/15	09/11/2015	95094	6546	CRAZY J'S CONCRETE	RETURN CURB DEPOSIT 1300	090915	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	400.00	400.00
Total 090915:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/11/2015	95095	936	CREATIVE SERVICES OF	JUNIOR BADGES STICKERS	S1510587	1	1000-421-10-46	SUPPLIES-GENERAL	195.95	195.95
Total \$1510587:											
09/15	09/11/2015	95096	8247		REFUND GAS OVERPAYMENT	10306150006	1	9999-1001-001	CASH CLEARING - UTILITIES	177.92	177.92
Total 10306150006:											
09/15	09/11/2015	95097	161	CSK AUTO INC	REEL LIGHT	2740382504	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	42.92	42.92
09/15	09/11/2015	95097	161	CSK AUTO INC	REEL LIGHT	2740382504	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	33.32	33.32
09/15	09/11/2015	95097	161	CSK AUTO INC	REEL LIGHT	2740382504	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	57.05	57.05
Total 2740382504:											
09/15	09/11/2015	95097	161	CSK AUTO INC	IMPACT WRENCH	2740382570	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	109.48	109.48
09/15	09/11/2015	95097	161	CSK AUTO INC	IMPACT WRENCH	2740382570	2	7401-430-62-46	SUPPLIES-SMALL TOOLS	82.37	82.37
09/15	09/11/2015	95097	161	CSK AUTO INC	IMPACT WRENCH	2740382570	3	2007-431-20-46	SUPPLIES-SMALL TOOLS	63.95	63.95
Total 2740382570:											
09/15	09/11/2015	95097	161	CSK AUTO INC	GSK MATERIAL	2740382699	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	7.79	7.79
Total 2740382699:											
09/15	09/11/2015	95097	161	CSK AUTO INC	ASSEMBLY	2740382732	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	32.58	32.58
Total 2740382732:											
09/15	09/11/2015	95097	161	CSK AUTO INC	ROTAR AND CAP	2740382775	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	37.69	37.69
Total 2740382775:											
09/15	09/11/2015	95098	166	D & L DISTRIBUTING INC	SODAWATER FOR GOLF COU	476606	1	7530-451-54-46	SUPPLIES GENERAL	30.00	30.00
Total 476606:											
09/15	09/11/2015	95098	166	D & L DISTRIBUTING INC	SODAWATER FOR GOLF COU	476996	1	7530-451-54-46	SUPPLIES GENERAL	24.00	24.00

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 476996:											
09/15	09/11/2015	95098	166	D & L DISTRIBUTING INC	SODAWATER FOR GOLF COU	477389	1	7530-451-54-46	SUPPLIES GENERAL	60.20	60.20
Total 477389:											
09/15	09/11/2015	95099	173	DATCO SERVICES	SERVICE FEE 8/15	29068526	1	1000-416-10-43	TECHNICAL SVCS	109.00	109.00
Total 29068526:											
09/15	09/11/2015	95100	194	DIAMOND SAW SHOP IN	REPAIRS TO TRIMMER	14000	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	114.90	114.90
Total 14000:											
09/15	09/11/2015	95100	194	DIAMOND SAW SHOP IN	TRIMMER PARTS	14020	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	8.49	8.49
Total 14020:											
09/15	09/11/2015	95100	194	DIAMOND SAW SHOP IN	SHARPENING CHAIN	14032	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	21.91	21.91
Total 14032:											
09/15	09/11/2015	95100	194	DIAMOND SAW SHOP IN	DRIVE BELTS	14034	1	1000-452-20-46	SUPPLIES-GENERAL	193.61	193.61
Total 14034:											
09/15	09/11/2015	95101	208	TR EX TRUCKEE	092815	081415	1	1000-421-10-45	TRAINING	177.50	177.50
Total 081415:											
09/15	09/11/2015	95102	234	EVERY BLOOMIN THING	LAWN SEED, MULCH	124317	1	1000-452-20-46	SUPPLIES-GENERAL	47.28	47.28
Total 124317:											
09/15	09/11/2015	95103	241	FEATHER PUBLISHING C	CCR WATER QUALITY REPORT	080415	1	7110-430-42-45	ADVERTISING	71.25	71.25
Total 080415:											

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
09/15	09/11/2015	95103	241	FEATHER PUBLISHING C	CITY ATTORNEY AD 081215	ACCT#437 081215	1	1000-416-10-45	ADVERTISING	71.25	71.25
09/15	09/11/2015	95103	241	FEATHER PUBLISHING C	OVERPAYMENT PER EUISE	ACCT#437 081215	2	1000-416-10-45	ADVERTISING	63.31-	63.31-
09/15	09/11/2015	95103	241	FEATHER PUBLISHING C	ADMIN STAFF AD 081915	ACCT#437 081215	3	1000-416-10-45	ADVERTISING	193.50	193.50
09/15	09/11/2015	95103	241	FEATHER PUBLISHING C	PROJECT MNGR 081915	ACCT#437 081215	4	1000-416-10-45	ADVERTISING	236.50	236.50
Total ACCT#437 081215:											
										437.94	437.94
09/15	09/11/2015	95103	241	FEATHER PUBLISHING C	PO#7709 PLANNING HEARING	PO#7709	1	1000-419-10-45	ADVERTISING	53.90	53.90
Total PO#7709:											
										53.90	53.90
09/15	09/11/2015	95104	247	FINANCIAL CREDIT NET	COLLECTION COSTS THRU 6/1	0615	1	7401-430-62-48	BAD DEBT EXPENSE	59.73	59.73
09/15	09/11/2015	95104	247	FINANCIAL CREDIT NET	COLLECTION COSTS THRU 6/1	0615	2	7110-430-42-48	BAD DEBT EXPENSE	31.32-	31.32-
Total 0615:											
										28.41	28.41
09/15	09/11/2015	95105	257	FOREST OFFICE EQUIP	STAPLERS	424	1	1000-417-10-46	SUPPLIES-GENERAL	129.00	129.00
Total 424:											
										129.00	129.00
09/15	09/11/2015	95106	265	FRONTIER	257-1045 PWM ENGINEERING	1045 081515	1	7620-430-10-45	COMMUNICATIONS	51.33	51.33
Total 1045 081515:											
										51.33	51.33
09/15	09/11/2015	95106	265	FRONTIER	257-1056 PWM SHOP	1056 082015	1	7620-430-10-45	COMMUNICATIONS	49.44	49.44
Total 1056 082015:											
										49.44	49.44
09/15	09/11/2015	95106	265	FRONTIER	257-1057 PWM FAX	1057 082015	1	7620-430-10-45	COMMUNICATIONS	192.88	192.88
Total 1057 082015:											
										192.88	192.88
09/15	09/11/2015	95106	265	FRONTIER	257-2520 GOLF COURSE	2520 090115	1	7530-451-52-45	COMMUNICATIONS	345.17	345.17
Total 2520 090115:											
										345.17	345.17
09/15	09/11/2015	95106	265	FRONTIER	257-2845 SROLL OVER	2845 081515	1	7620-430-10-45	COMMUNICATIONS	63.50	63.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2845 081515:											
09/15	09/11/2015	95106	265	FRONTIER	257-7236 NAT GAS	7236 082015	1	7620-430-10-45	COMMUNICATIONS	196.03	196.03
Total 7236 082015:											
09/15	09/11/2015	95106	265	FRONTIER	257-7237 NAT GAS	7237 082015	1	7620-430-10-45	COMMUNICATIONS	52.78	52.78
Total 7237 082015:											
09/15	09/11/2015	95107	1517		TR EX SAN JOSE 9/29/15 LEAG	090915	1	1000-411-10-45	TRAVEL	196.00	196.00
Total 090915:											
09/15	09/11/2015	95108	8248		REFUND GAS DEPOSIT	10306806919	1	7401-2228-000	DEPOSITS-CUSTOMER	152.43	152.43
Total 10306806919:											
09/15	09/11/2015	95109	6661		TR EC SAN JOSE 09/29/15	072915	1	1000-413-20-45	TRAVEL	568.60	568.60
Total 072915:											
09/15	09/11/2015	95110	1204	HARLAN'S BOBCAT SER	ABATEMENT 1116 MARK ST	070915	1	1000-425-20-43	TECHNICAL SVCS	100.00	100.00
Total 070915:											
09/15	09/11/2015	95110	1204	HARLAN'S BOBCAT SER	ABATEMENT 335 ASH	080815	1	1000-425-20-43	TECHNICAL SVCS	125.00	125.00
Total 080815:											
09/15	09/11/2015	95110	1204	HARLAN'S BOBCAT SER	ABATEMENT SOUTH/ALEXAND	081415	1	1000-425-20-43	TECHNICAL SVCS	1,150.00	1,150.00
Total 081415:											
09/15	09/11/2015	95110	1204	HARLAN'S BOBCAT SER	ABATEMENT NORTH AND PAR	081515	1	1000-425-20-43	TECHNICAL SVCS	100.00	100.00
Total 081515:											

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
09/15	09/11/2015	95110	1204	HARLAN'S BOBCAT SER	ABATEMENT 300 CARROLL ST	082615	1	1000-425-20-43	TECHNICAL SVCS	100.00	100.00
Total 082615:											
09/15	09/11/2015	95111	8245		REFUND GAS DEPOSIT	10221900004	1	7401-2228-000	DEPOSITS-CUSTOMER	115.68	115.68
Total 10221900004:											
09/15	09/11/2015	95112	1514	HILBERS INC	RETURN CURB DEPOSIT 142 R	090915	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	50,000.00	50,000.00
Total 090915:											
09/15	09/11/2015	95113	1075	INDEPENDENT ELECTRI	VALVES, CLAMPS	S102395564001	1	7401-430-63-47	MACHINERY & EQUIPMENT	2,971.80	2,971.80
Total S102395564001:											
09/15	09/11/2015	95114	1362	IRON MOUNTAIN INFO. M	SHREDDING P/D	LTZ1966	1	1000-421-10-44	DISPOSAL	54.51	54.51
Total LTZ1966:											
09/15	09/11/2015	95115	335	J.W. WOOD CO INC	ADAPTERS	S083872	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	8.09	8.09
Total S083872:											
09/15	09/11/2015	95115	335	J.W. WOOD CO INC	COUPLING, ADAPTER, NIPPLE	S083908	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	78.23	78.23
Total S083908:											
09/15	09/11/2015	95116	1511		ENGINE 621 FIRE	080615	1	1000-422-50-41	OVERTIME	130.00	130.00
Total 080615:											
09/15	09/11/2015	95117	362	KAUFFMAN, BILL	CITY HALL JANITORIAL SVCS	705118	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 705118:											
09/15	09/11/2015	95118	6533		REFUND GAS DEPOSIT	10436600118	1	7401-2228-000	DEPOSITS-CUSTOMER	155.72	155.72

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 10436600118:											
09/15	09/11/2015	95119	1074	LASSEN AUTO BODY	#31 UPHOLSTRY	5564	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	537.50	537.50
Total 5564:											
09/15	09/11/2015	95119	1074	LASSEN AUTO BODY	#51 UPHOLSTRY	6851	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	510.63	510.63
Total 6851:											
09/15	09/11/2015	95119	1074	LASSEN AUTO BODY	#103 UPHOLSTRY	6905	1	1000-424-20-44	VEHICLE - REPAIR & MAINTEN	537.50	537.50
Total 6905:											
09/15	09/11/2015	95120	411	LASSEN MOTOR PARTS	LAMP	228819	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	10.41	10.41
Total 228819:											
09/15	09/11/2015	95120	411	LASSEN MOTOR PARTS	RADIATOR CAP	229256	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.63	5.63
Total 229256:											
09/15	09/11/2015	95120	411	LASSEN MOTOR PARTS	WINDOW CRANK HANDLE	229369	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	19.34	19.34
Total 229369:											
09/15	09/11/2015	95121	412	LASSEN REGIONAL SOLI	DUMP FEES	752248	1	2007-431-20-44	DISPOSAL	7.92	7.92
Total 752248:											
09/15	09/11/2015	95121	412	LASSEN REGIONAL SOLI	DUMP FEES	752292	1	2007-431-20-44	DISPOSAL	5.00	5.00
Total 752292:											
09/15	09/11/2015	95121	412	LASSEN REGIONAL SOLI	DUMP FEES	753585	1	1000-452-20-44	DISPOSAL	1.98	1.98
Total 753585:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/11/2015	95122	437	LMUD	AIRPORT VASI LIGHTS	10108 082415	1	7201-430-81-46	ELECTRICITY	14.00	14.00
Total 10108 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 082415	1	7530-451-52-46	ELECTRICITY	2,061.02	2,061.02
Total 122907 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE PUMP STATION	122910 082415	1	7530-451-52-46	ELECTRICITY	1,366.40	1,366.40
Total 122910 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 082415	1	7530-451-52-46	ELECTRICITY	1,013.29	1,013.29
Total 122929 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE CLUB HOUSE	132052 082415	1	7530-451-52-46	ELECTRICITY	16.81	16.81
Total 132052 082415:											
09/15	09/11/2015	95122	437	LMUD	470-895 CIRCLE DR/CLUB HOU	144281 082415	1	7530-451-52-46	ELECTRICITY	1,341.14	1,341.14
Total 144281 082415:											
09/15	09/11/2015	95122	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 082815	1	1000-452-20-46	ELECTRICITY	8.24	8.24
Total 1744 082815:											
09/15	09/11/2015	95122	437	LMUD	RIVERSIDE PARK	1999 082815	1	1000-452-20-46	ELECTRICITY	32.62	32.62
Total 1999 082815:											
09/15	09/11/2015	95122	437	LMUD	472-105 JOHNSTONVILLE WAT	350161 081815	1	7112-430-42-46	ELECTRICITY	96.21	96.21
Total 350161 081815:											
09/15	09/11/2015	95122	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 082415	1	1000-452-20-46	ELECTRICITY	32.97	32.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 3522 082415:											
09/15	09/11/2015	95122	437	LMUD	N WEATHERLOW ST SIGNALS	3651 082415	1	2007-431-60-46	ELECTRICITY	118.23	118.23
Total 3651 082415:											
09/15	09/11/2015	95122	437	LMUD	WELL #3	4559 081815	1	7110-430-42-46	ELECTRICITY	6,631.52	6,631.52
Total 4559 081815:											
09/15	09/11/2015	95122	437	LMUD	MAIN & ALEXANDER	49496 082415	1	2007-431-60-46	ELECTRICITY	107.34	107.34
Total 49496 082415:											
09/15	09/11/2015	95122	437	LMUD	MAIN & FAIRFIELD	49497 082415	1	2007-431-60-46	ELECTRICITY	110.77	110.77
Total 49497 082415:											
09/15	09/11/2015	95122	437	LMUD	MAIN & JOHNSTONVILLE SIGN	49498 082415	1	2007-431-60-46	ELECTRICITY	134.75	134.75
Total 49498 082415:											
09/15	09/11/2015	95122	437	LMUD	RIVERSIDE & MAIN SIGNAL LIG	49499 082415	1	2007-431-60-46	ELECTRICITY	213.99	213.99
Total 49499 082415:											
09/15	09/11/2015	95122	437	LMUD	AIRPORT LOT 5	51908 082415	1	7201-430-81-46	ELECTRICITY	14.00	14.00
Total 51908 082415:											
09/15	09/11/2015	95122	437	LMUD	AIRPORT HANGER 6	54333 082415	1	7201-430-81-46	ELECTRICITY	14.28	14.28
Total 54333 082415:											
09/15	09/11/2015	95122	437	LMUD	925 SIERRA RD SPORTS CTR	60453 082415	1	1000-452-20-46	ELECTRICITY	14.00	14.00
Total 60453 082415:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/11/2015	95122	437	LMUD	AIRPORT OFFICE	7146 082415	1	7201-430-81-46	ELECTRICITY	432.77	432.77
Total 7146 082415:											
09/15	09/11/2015	95122	437	LMUD	AIRPORT GAS PUMP	7154 082415	1	7201-430-81-46	ELECTRICITY	22.80	22.80
Total 7154 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE CLUB HOUSE	7394 082415	1	7530-451-52-46	ELECTRICITY	105.78	105.78
Total 7394 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE CART BARN 2	7400 082415	1	7530-451-52-46	ELECTRICITY	42.06	42.06
Total 7400 082415:											
09/15	09/11/2015	95122	437	LMUD	WELL 1	7714 082415	1	7110-430-42-46	ELECTRICITY	35.04	35.04
Total 7714 082415:											
09/15	09/11/2015	95122	437	LMUD	1801 MAIN ST	8314 082415	1	1000-421-10-46	ELECTRICITY	1,310.28	1,310.28
Total 8314 082415:											
09/15	09/11/2015	95122	437	LMUD	GOLF COURSE BARN 1 & 3	9312 082415	1	7530-451-52-46	ELECTRICITY	14.14	14.14
Total 9312 082415:											
09/15	09/11/2015	95122	437	LMUD	RIVERSIDE PARK LIGHT	9501 082815	1	1000-452-20-46	ELECTRICITY	200.16	200.16
Total 9501 082815:											
09/15	09/11/2015	95123	8242	MARETT'S MUSE	FIRE INSPECTION REFUND	090815	1	1000-422-10-32	FIRE DEPARTMENT PERMITS	82.00	82.00
Total 090815:											
09/15	09/11/2015	95124	452	MARTIN SECURITY SVST	470-895 CIRCLE DR 9/15	028644	1	7530-451-50-43	TECHNICAL SVCS	40.00	40.00

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 028644:											
09/15	09/11/2015	95124	452	MARTIN SECURITY SVST	60 N LASSEN 9/15	028797	1	1000-417-10-48	TAXES, FEES, PERMITS & CHA	43.00	43.00
Total 028797:											
09/15	09/11/2015	95125	1463	MILLER CLEANING SERV	CLEANING P/D	MCS1516	1	1000-421-10-44	CUSTODIAL	270.00	270.00
Total MCS1516:											
09/15	09/11/2015	95125	1463	MILLER CLEANING SERV	CLEANING P/D	MCS1531	1	1000-421-10-44	CUSTODIAL	450.00	450.00
Total MCS1531:											
09/15	09/11/2015	95126	548	PEE WEE ENTERPRISES	DEMOLITION HANGAR 8	15082101	1	7201-430-81-44	REPAIR AND MAINTENANCE-MI	4,200.00	4,200.00
Total 15082101:											
09/15	09/11/2015	95127	8244		REFUND GAS DEPOSIT	10244450006	1	7401-2228-000	DEPOSITS-CUSTOMER	40.40	40.40
Total 10244450006:											
09/15	09/11/2015	95128	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT	58020 0815	1	1000-417-10-45	COMMUNICATIONS	868.00	868.00
Total 58020 0815:											
09/15	09/11/2015	95129	7378		REFUND GAS DEPOSIT	10306904314	1	7401-2228-000	DEPOSITS-CUSTOMER	174.63	174.63
Total 10306904314:											
09/15	09/11/2015	95130	572	QUILL CORPORATION	LABELS, PENS, DUST SPRAY	7174507	1	1000-415-10-46	SUPPLIES-GENERAL	51.19	51.19
Total 7174507:											
09/15	09/11/2015	95130	572	QUILL CORPORATION	FOLDERS	7216996	1	1000-417-10-46	SUPPLIES-GENERAL	46.99	46.99
Total 7216996:											

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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
09/15	09/11/2015	95131	8229		REFUND GAS DEPOSIT	10219300129	1	7401-2228-000	DEPOSITS-CUSTOMER	102.86	102.86
Total 10219300129:											
09/15	09/11/2015	95132	8246		REFUND GAS DEPOSIT	10218800002	1	7401-2228-000	DEPOSITS-CUSTOMER	199.41	199.41
Total 10218800002:											
09/15	09/11/2015	95133	8249		REFUND GAS DEPOSIT	10306902214	1	7401-2228-000	DEPOSITS-CUSTOMER	172.72	172.72
Total 10306902214:											
09/15	09/11/2015	95134	8241		RETURN ELECTRIC PANEL DE	090815	1	1000-2228-009	DEPOSITS-COMM CENTER RE	200.00	200.00
Total 090815:											
09/15	09/11/2015	95135	1479		SIERRA BROADCASTING	08/15 ADVERTISING	1	7530-451-54-45	ADVERTISING	395.00	395.00
Total 0019:											
09/15	09/11/2015	95136	1076		SIERRA COFFEE AND BE	CITY HALL SERVICE 08/28/2015	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 44407:											
09/15	09/11/2015	95136	1076		SIERRA COFFEE AND BE	CITY HALL SERVICE 09/09/2015	1	1000-417-10-46	SUPPLIES-GENERAL	34.65	34.65
Total 44484:											
09/15	09/11/2015	95137	1510		SIGN DESIGNS INC	REIM PLANNING FEE CHARGE	1	1000-419-10-34	ZONING & SUBDIVISION FEES	421.00	421.00
Total 082415:											
09/15	09/11/2015	95138	1382		SONSRAY MACHINERY L	GASKET	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	18.34	18.34
Total P0252306:											
09/15	09/11/2015	95139	935		STATE OF CALIFORNIA	FEE NOTIFICATION ALTERATIO	1	1000-452-20-48	TAXES, FEES, PERMITS & CHA	798.50	798.50
09/15	09/11/2015	95139	935		STATE OF CALIFORNIA	FEE NOTIFICATION ALTERATIO	2	2007-431-20-48	TAXES, FEES, PERMIT AND CH	798.50	798.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 090815:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	606 NEVADA	1274 090115	1	1000-417-10-44	SEWER	39.00	39.00
Total 1274 090115:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	66 N LASSEN	1276 090115	1	1000-417-10-44	SEWER	85.60	85.60
Total 1276 090115:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 090115	1	1000-451-80-44	SEWER	42.80	42.80
Total 1448 090115:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	65 N WEATHERLOW ST	1449 090115	1	1000-452-20-44	SEWER	85.60	85.60
Total 1449 090115:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	1850 RIVER ST	3667 090115	1	1000-452-20-44	SEWER	42.80	42.80
Total 3667 090115:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 090115	1	1000-452-20-44	SEWER	42.80	42.80
Total 3668 090115:											
09/15	09/11/2015	95140	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 090115	1	1000-452-20-44	SEWER	42.80	42.80
Total 3669 090115:											
09/15	09/11/2015	95141	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1606	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1606:											
09/15	09/11/2015	95142	1244	TITLEIST	RAIN SHIRT	901217214	1	7530-451-55-46	SUPPLIES - GENERAL	84.88	84.88
Total 901217214:											

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
09/15	09/11/2015	95143	966	TURF STAR, INC.	FERTILIZER	690944501	1	7530-451-52-46	SUPPLIES-GENERAL	287.94	287.94
Total 690944501:											
09/15	09/11/2015	95143	966	TURF STAR, INC.	FERTILIZER	690988500	1	7530-451-52-46	SUPPLIES-GENERAL	250.96	250.96
Total 690988500:											
09/15	09/11/2015	95144	742	UPS STORE, THE	SHIPPING FOR PMW	1063	1	7401-430-62-46	POSTAGE	27.01	27.01
09/15	09/11/2015	95144	742	UPS STORE, THE	SHIPPING FOR PMW	1063	2	7110-430-42-46	POSTAGE	27.00	27.00
Total 1063:											
09/15	09/11/2015	95145	770	WESTERN NEVADA SUP	GASKET	66306937	1	7110-430-42-46	SUPPLIES-GENERAL	25.80	25.80
Total 66306937:											
09/15	09/11/2015	95145	770	WESTERN NEVADA SUP	GASKETS	66354676	1	7110-430-42-46	SUPPLIES-GENERAL	19.67	19.67
Total 66354676:											
09/15	09/11/2015	95145	770	WESTERN NEVADA SUP	ELLS	66355369	1	7110-430-42-46	SUPPLIES-GENERAL	31.61	31.61
Total 66355369:											
09/15	09/11/2015	95145	770	WESTERN NEVADA SUP	PART SUPPLIES	66356675	1	7401-430-62-46	SUPPLIES-GENERAL	95.81	95.81
Total 66356675:											
09/15	09/11/2015	95146	1198	WESTWOOD SANITATIO	PORTABLE TOILET-OLD CLUBH	A45530	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A45530:											
09/15	09/11/2015	95146	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 0	A45540	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.88	98.88
Total A45540:											
09/15	09/11/2015	95146	1198	WESTWOOD SANITATIO	PORTABLE TOILET - GOLF COU	A45553	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.88	98.88

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total A45553:											
09/15	09/11/2015	95147	783	WOMACK PLUMBING	RETURN CURB DEPOSIT 822 M	09012015	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	312.50	312.50
Total 09012015:											
09/15	09/11/2015	95148	1418	WURTH INC.	P/W PARTS	95113292	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	109.32	109.32
09/15	09/11/2015	95148	1418	WURTH INC.	P/W PARTS	95113292	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	83.42	83.42
09/15	09/11/2015	95148	1418	WURTH INC.	P/W PARTS	95113292	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	66.33	66.33
Total 95113292:											
										259.07	259.07
Grand Totals:										108,755.32	108,755.32

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

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/14/2015	95149	884	BANK OF AMERICA	PHONE	0057 082515	1	1000-421-10-45	INVESTIGATIVE FUNDS	32.12	32.12
Total 0057 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	ANTI VIRUS	0364 082515	1	7620-430-10-47	SOFTWARE	319.99	319.99
09/15	09/14/2015	95149	884	BANK OF AMERICA	BATTERIES	0364 082515	2	7620-430-10-46	SUPPLIES-GENERAL	42.72	42.72
Total 0364 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	FUEL	3609 082515	1	1000-422-10-46	GASOLINE	318.14	318.14
09/15	09/14/2015	95149	884	BANK OF AMERICA	TR EX PICK UP NEW OES	3609 082515	2	1000-422-10-45	TRAVEL	228.44	228.44
Total 3609 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	MOUSE	4028 082515	1	1000-417-10-46	SUPPLIES-GENERAL	42.74	42.74
09/15	09/14/2015	95149	884	BANK OF AMERICA	NOTE PADS	4028 082515	2	1000-417-10-46	SUPPLIES-GENERAL	8.56	8.56
09/15	09/14/2015	95149	884	BANK OF AMERICA	TOWELS, TISSUE	4028 082515	3	7530-451-55-46	SUPPLIES - GENERAL	132.43	132.43
09/15	09/14/2015	95149	884	BANK OF AMERICA	TRASH BAGS	4028 082515	4	7530-451-55-46	SUPPLIES - GENERAL	151.45	151.45
09/15	09/14/2015	95149	884	BANK OF AMERICA	INK CARTRIDGES	4028 082515	5	7530-451-54-46	SUPPLIES GENERAL	34.78	34.78
09/15	09/14/2015	95149	884	BANK OF AMERICA	RIBBON, PVC CARDS	4028 082515	6	7530-451-55-46	SUPPLIES - GENERAL	257.01	257.01
09/15	09/14/2015	95149	884	BANK OF AMERICA	PHONES CITY HALL	4028 082515	7	1000-417-10-45	COMMUNICATIONS	501.96	501.96
Total 4028 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	TR EX FOLSOM	4036 082515	1	1000-411-10-45	TRAVEL	107.13	107.13
Total 4036 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	WIRELESS AP-RETURN OF 94.3	4093 082515	1	1000-417-10-47	MACHINERY & EQUIPMENT	124.94	124.94
09/15	09/14/2015	95149	884	BANK OF AMERICA	JOB POSTING	4093 082515	2	1000-416-10-45	ADVERTISING	250.00	250.00
09/15	09/14/2015	95149	884	BANK OF AMERICA	POSTAGE	4093 082515	3	1000-417-10-47	MACHINERY & EQUIPMENT	8.85	8.85
09/15	09/14/2015	95149	884	BANK OF AMERICA	LAW HANDBOOKS	4093 082515	4	1000-411-40-46	BOOKS AND PERIODICALS	759.65	759.65
09/15	09/14/2015	95149	884	BANK OF AMERICA	CHAIR	4093 082515	5	1000-417-10-46	SUPPLIES-GENERAL	64.49	64.49
09/15	09/14/2015	95149	884	BANK OF AMERICA	LEAGUE OF CITY CONFERENC	4093 082515	6	1000-411-10-45	TRAVEL	1,000.00	1,000.00
09/15	09/14/2015	95149	884	BANK OF AMERICA	JOB POSTING	4093 082515	7	1000-416-10-45	ADVERTISING	185.00	185.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 4093 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	SIGNS	4168 082515	1	2007-431-20-46	SUPPLIES-GENERAL	308.83	308.83
Total 4168 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	OFFICE SUPPLIES	4226 082515	1	1000-421-10-46	SUPPLIES-GENERAL	128.54	128.54
09/15	09/14/2015	95149	884	BANK OF AMERICA	USBS	4226 082515	2	1000-421-10-46	SUPPLIES-GENERAL	32.06	32.06
09/15	09/14/2015	95149	884	BANK OF AMERICA	INVESTGATIVE SUPPLIES	4226 082515	3	1000-421-10-46	SUPPLIES-JANITORIAL	188.40	188.40
09/15	09/14/2015	95149	884	BANK OF AMERICA	BAGS, BATTERY	4226 082515	4	1000-421-10-46	SUPPLIES-SAFETY ITEMS	74.39	74.39
09/15	09/14/2015	95149	884	BANK OF AMERICA	EVIDENCE SUPPLIES, KEYS	4226 082515	5	1000-421-10-46	SUPPLIES-GENERAL	79.03	79.03
09/15	09/14/2015	95149	884	BANK OF AMERICA	JUNIOR BADGES, EVIDENCE S	4226 082515	6	1000-421-10-46	SUPPLIES-GENERAL	533.00	533.00
09/15	09/14/2015	95149	884	BANK OF AMERICA	GLOVES	4226 082515	7	1000-421-10-46	SUPPLIES-JANITORIAL	149.02	149.02
Total 4226 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	CLASS	4242 082515	1	1000-421-10-45	TRAINING	60.00	60.00
Total 4242 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	PHONE	4291 082515	1	1000-421-10-45	INVESTGATIVE FUNDS	45.00	45.00
Total 4291 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	COMPUTER PARTS & COMPUT	4317 082515	1	1000-421-10-45	INVESTGATIVE FUNDS	648.24	648.24
Total 4317 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	FLAGS	4333 082515	1	1000-421-10-46	SUPPLIES-GENERAL	129.90	129.90
09/15	09/14/2015	95149	884	BANK OF AMERICA	PHOTO PLAQUE	4333 082515	2	1000-421-10-46	SUPPLIES-GENERAL	256.85	256.85
Total 4333 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	WEB BUILDER	5203 082515	1	7620-430-10-48	DUES AND MEMBERSHIPS	24.90	24.90
Total 5203 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	COURSE PACKAGE	5442 082515	1	7110-430-42-46	SUPPLIES-GENERAL	482.68	482.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/14/2015	95149	884	BANK OF AMERICA	DURATRAC	5442 082515	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	796.48	796.48
Total 5442 082515: 1,279.16											
09/15	09/14/2015	95149	884	BANK OF AMERICA	UNIFORMS YOUTH	6933 082515	1	1000-421-10-42	UNIFORM ALLOWANCE	190.42	190.42
09/15	09/14/2015	95149	884	BANK OF AMERICA	BATTERY	6933 082515	2	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	436.40	436.40
09/15	09/14/2015	95149	884	BANK OF AMERICA	CABLES	6933 082515	3	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	32.12	32.12
09/15	09/14/2015	95149	884	BANK OF AMERICA	USBS, KEYS, LANYARD	6933 082515	4	1000-421-10-46	SUPPLIES-GENERAL	9.99	9.99
09/15	09/14/2015	95149	884	BANK OF AMERICA	UNIFORM	6933 082515	5	1000-421-10-42	UNIFORM ALLOWANCE	178.41	178.41
09/15	09/14/2015	95149	884	BANK OF AMERICA	HDMI, USB, MOUSE, SPEAKER	6933 082515	6	1000-421-10-45	INVESTGATIVE FUNDS	363.94	363.94
09/15	09/14/2015	95149	884	BANK OF AMERICA	PATCH PLAQUE	6933 082515	7	1000-421-10-46	SUPPLIES-GENERAL	199.85	199.85
Total 6933 082515: 1,411.13											
09/15	09/14/2015	95149	884	BANK OF AMERICA	TR EX ARIZONA 8/24/15	7454 082515	1	7401-430-62-45	TRAVEL	475.20	475.20
09/15	09/14/2015	95149	884	BANK OF AMERICA	POSTAGE	7454 082515	2	7620-430-10-46	POSTAGE	20.22	20.22
09/15	09/14/2015	95149	884	BANK OF AMERICA	BINDERS, BATTERIES	7454 082515	3	7620-430-10-46	SUPPLIES-GENERAL	87.45	87.45
09/15	09/14/2015	95149	884	BANK OF AMERICA	HONDA ENGINE	7454 082515	4	7110-430-42-46	SUPPLIES-GENERAL	2,543.45	2,543.45
09/15	09/14/2015	95149	884	BANK OF AMERICA	WEB BUILDER	7454 082515	5	7620-430-10-48	DUES AND MEMBERSHIPS	24.90	24.90
09/15	09/14/2015	95149	884	BANK OF AMERICA	COLOR PAPER, DRY ERASE	7454 082515	6	7620-430-10-46	SUPPLIES-GENERAL	64.44	64.44
09/15	09/14/2015	95149	884	BANK OF AMERICA	DRY ERASE BOARD	7454 082515	7	7620-430-10-46	SUPPLIES-GENERAL	195.98	195.98
09/15	09/14/2015	95149	884	BANK OF AMERICA	DIVIDERS, UNIFORMS	7454 082515	8	7620-430-10-46	SUPPLIES-GENERAL	16.76	16.76
09/15	09/14/2015	95149	884	BANK OF AMERICA	CLOUD	7454 082515	9	7620-430-11-47	SOFTWARE	49.99	49.99
Total 7454 082515: 3,478.39											
09/15	09/14/2015	95149	884	BANK OF AMERICA	PLUMBING CODE BOOK	7575 082515	1	7401-430-62-46	BOOKS AND PERIODICALS	178.70	178.70
09/15	09/14/2015	95149	884	BANK OF AMERICA	IGNITOR	7575 082515	2	7401-430-62-46	SUPPLIES-GENERAL	419.29	419.29
09/15	09/14/2015	95149	884	BANK OF AMERICA	MOLE OIL	7575 082515	3	7401-430-62-46	SUPPLIES-GENERAL	55.16	55.16
Total 7575 082515: 653.15											
09/15	09/14/2015	95149	884	BANK OF AMERICA	FUEL	7979 082515	1	1000-422-10-46	GASOLINE	951.19	951.19
09/15	09/14/2015	95149	884	BANK OF AMERICA	POSTAGE	7979 082515	2	1000-422-10-46	POSTAGE	13.19	13.19
09/15	09/14/2015	95149	884	BANK OF AMERICA	CLEANING SUPPLIES	7979 082515	3	1000-422-10-46	SUPPLIES-JANITORIAL	146.74	146.74
09/15	09/14/2015	95149	884	BANK OF AMERICA	DRYER DOOR	7979 082515	4	1000-422-10-44	MISC - REPAIR & MAINTENANC	36.38	36.38
09/15	09/14/2015	95149	884	BANK OF AMERICA	OPEN ANGLE, CHANNEL, IGLO	7979 082515	5	1000-422-10-46	SUPPLIES-GENERAL	670.19	670.19
09/15	09/14/2015	95149	884	BANK OF AMERICA	REPAIR CREDIT #621	7979 082515	6	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	5.37*	5.37*

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 7979 082515:											
09/15	09/14/2015	95149	884	BANK OF AMERICA	PRO SHOP SUPPLIES	9430 082515	1	7530-451-55-46	SUPPLIES - GENERAL	133.55	133.55
09/15	09/14/2015	95149	884	BANK OF AMERICA	RESTURANT FOOD AND SUPPL	9430 082515	2	7530-451-54-46	SUPPLIES GENERAL	158.79	158.79
09/15	09/14/2015	95149	884	BANK OF AMERICA	GRASS SEED	9430 082515	3	7530-451-52-46	SUPPLIES-GENERAL	170.90	170.90
Total 9430 082515:										463.24	463.24
Grand Totals:										16,325.95	16,325.95

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

Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
09/11/2015	CDPT	09/15/2015	422	CITY OF SUSANVILLE PA	1	7650-2203-1	7,498.77-
09/11/2015	CDPT	09/15/2015	422	CITY OF SUSANVILLE PA	1	7650-2203-1	7,454.91-
09/11/2015	CDPT	09/15/2015	422	CITY OF SUSANVILLE PA	1	7650-2203-1	2,277.79-
09/11/2015	CDPT	09/15/2015	422	CITY OF SUSANVILLE PA	1	7650-2203-1	2,296.12-
09/11/2015	CDPT	09/15/2015	422	CITY OF SUSANVILLE PA	1	7650-2203-1	18,432.43-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	6,959.77-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	1,676.61-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	3,055.44-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	2,096.20-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	153.96-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	79.56-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	98.54-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	836.59-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	834.83-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	1,078.62-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	1,046.08-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	297.24-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	288.28-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	15.00-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	4,563.18-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	991.00-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	2,299.09-
09/11/2015	CDPT	09/15/2015	423	P.E.R.S.	8	7650-2203-1	32.00-
08/28/2015	CDPT	09/15/2015	424	LABORERS TRUST FUND	9	7650-2203-1	949.50-
09/11/2015	CDPT	09/15/2015	424	LABORERS TRUST FUND	9	7650-2203-1	1,074.50-
09/11/2015	CDPT	09/15/2015	424	LABORERS TRUST FUND	9	7650-2203-1	67,352.00-
09/11/2015	CDPT	09/15/2015	425	EMPLOYMENT DEV. DEP	6	7650-2203-1	5,570.48-
09/11/2015	CDPT	09/15/2015	426	EMPLOYMENT DEV DEP	7	7650-2203-1	1,327.54-
08/28/2015	CDPT	09/15/2015	95160	AFLAC	14	8403-2239-0	490.55-
08/28/2015	CDPT	09/15/2015	95160	AFLAC	14	7650-2203-0	132.85-
09/11/2015	CDPT	09/15/2015	95160	AFLAC	14	8403-2239-0	490.55-
09/11/2015	CDPT	09/15/2015	95160	AFLAC	14	7650-2203-0	132.85-
09/11/2015	CDPT	09/15/2015	95161	BECKY R. CALLISON	40	7650-2203-0	348.46-
09/11/2015	CDPT	09/15/2015	95162	CA STATE DISBURSEME	35	7650-2203-0	155.07-
09/11/2015	CDPT	09/15/2015	95163	CA STATE DISBURSEME	36	7650-2203-0	103.84-
09/11/2015	CDPT	09/15/2015	95164	CA STATE DISBURSEME	37	7650-2203-0	69.23-
08/28/2015	CDPT	09/15/2015	95165	GOLDEN ONE CREDIT U	12	7650-2203-0	513.50-
09/11/2015	CDPT	09/15/2015	95165	GOLDEN ONE CREDIT U	12	7650-2203-0	513.50-
09/11/2015	CDPT	09/15/2015	95166	JEFFERSON PILOT FINA	22	7650-2203-1	147.99-
09/11/2015	CDPT	09/15/2015	95166	JEFFERSON PILOT FINA	22	7650-2203-1	162.96-
09/11/2015	CDPT	09/15/2015	95166	JEFFERSON PILOT FINA	22	7650-2203-1	3.94-
09/11/2015	CDPT	09/15/2015	95167	NATIONWIDE RETIREME	5	7650-2203-0	695.00-
08/28/2015	CDPT	09/15/2015	95168	NEW IMAGE RACQUETB	30	7650-2203-0	127.50-
09/11/2015	CDPT	09/15/2015	95168	NEW IMAGE RACQUETB	30	7650-2203-0	127.50-
08/28/2015	CDPT	09/15/2015	95169	OPERATING ENGINEERS	11	7650-2203-0	697.00-
09/11/2015	CDPT	09/15/2015	95169	OPERATING ENGINEERS	11	7650-2203-0	697.00-
08/28/2015	CDPT	09/15/2015	95170	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.96-
09/11/2015	CDPT	09/15/2015	95170	PRE-PAID LEGAL SERVI	13	7650-2203-0	15.94-
08/28/2015	CDPT	09/15/2015	95171	UPEC, LOCAL 792	10	7650-2203-1	21.25-
09/11/2015	CDPT	09/15/2015	95171	UPEC, LOCAL 792	10	7650-2203-1	21.25-
09/11/2015	CDPT	09/15/2015	95171	UPEC, LOCAL 792	10	7650-2203-1	1,997.50-
09/11/2015	CDPT	09/15/2015	95172	VALIC	4	7650-2203-0	1,988.78-
09/11/2015	CDPT	09/15/2015	95173	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
Grand Totals:			<u>53</u>				<u>150,368.00-</u>

Report Criteria:
Transmittal checks included

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
09/15	09/17/2015	95175	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER. PW	08201	1	7620-430-10-43	TECHNICAL SVCS	261.50	261.50
09/15	09/17/2015	95175	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER. WAT	08201	2	7110-430-42-43	TECHNICAL SVCS	330.70	330.70
09/15	09/17/2015	95175	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER. GAS	08201	3	7401-430-62-43	TECHNICAL SVCS	297.99	297.99
09/15	09/17/2015	95175	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER. STR	08201	4	2007-431-20-43	TECHNICAL SVCS	296.73	296.73
Total 08201:										1,186.92	1,186.92
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	RESTURANT G/C NAPKINS 080	5063965940	1	7530-451-54-44	LINEN SERVICES	94.81	94.81
Total 5063965940:										94.81	94.81
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	RESTURANT G/C NAPKINS 081	5063970384	1	7530-451-54-44	LINEN SERVICES	94.81	94.81
Total 5063970384:										94.81	94.81
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	RESTURANT G/C NAPKINS 082	5063984859	1	7530-451-54-44	LINEN SERVICES	99.29	99.29
Total 5063984859:										99.29	99.29
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	RESTURANT G/C NAPKINS 082	5063999789	1	7530-451-54-44	LINEN SERVICES	97.05	97.05
Total 5063999789:										97.05	97.05
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	GAS UNIFORMS 8/27/15	5064008799	1	7401-430-62-44	LINEN SERVICES	225.61	225.61
Total 5064008799:										225.61	225.61
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	STREETS UNIFORMS 08/27/15	5064008800	1	2007-431-20-44	LINEN SERVICE	32.04	32.04
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	PW SUPPLIES	5064008800	2	7620-430-10-44	LINEN SERVICE	27.86	27.86
Total 5064008800:										59.90	59.90
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	WATER UNIFORMS 08/27/15	5064008802	1	7110-430-42-44	LINEN SERVICE	51.00	51.00

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Total 5064008802:											
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	GAS UNIFORMS 9/03/15	5064023532	1	7401-430-62-44	LINEN SERVICES	62.42	62.42
Total 5064023532:											
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	PW SUPPLIES	5064023533	1	7620-430-10-44	LINEN SERVICE	27.71	27.71
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	STREETS UNIFORMS 09/03/15	5064023533	2	2007-431-20-44	LINEN SERVICE	32.19	32.19
Total 5064023533:											
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	GAS UNIFORMS 9/03/15	5064023534	1	7401-430-62-44	LINEN SERVICES	52.00	52.00
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	WATER UNIFORMS 09/03/15	5064023534	2	7110-430-42-44	LINEN SERVICE	62.27	62.27
Total 5064023534:											
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	GAS UNIFORMS 9/10/15	5064037845	1	7401-430-62-44	LINEN SERVICES	88.47	88.47
Total 5064037845:											
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	STREETS UNIFORMS 09/10/15	5064037846	1	2007-431-20-44	LINEN SERVICE	32.19	32.19
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	PW SUPPLIES 09/10/15	5064037846	2	7620-430-10-44	LINEN SERVICE	27.71	27.71
Total 5064037846:											
09/15	09/17/2015	95176	44	ARAMARK UNIFORM SE	WATER UNIFORMS 09/10/15	5064037848	1	7110-430-42-44	LINEN SERVICE	51.00	51.00
Total 5064037848:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	LINE TRIMMER, GLOVES-STRE	336167	1	2007-431-20-46	SUPPLIES-GENERAL	30.94	30.94
Total 336167:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	LADDER, DRILL BIT, FASTENER	336823	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	50.20	50.20
Total 336823:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	FASTENERS, BUCKLE	336842	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	14.53	14.53

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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 336984:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	SCREWDRIIVER, PLIERS, RATC	336931	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	184.69	184.69
Total 336931:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	TOWELS, ELECTRICAL TAPE-G	337052	1	7401-430-62-46	SUPPLIES-GENERAL	30.75	30.75
Total 337052:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	SCREWDRIIVER-GAS	337055	1	7401-430-62-46	SUPPLIES-GENERAL	5.60	5.60
Total 337055:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	NUISANCE MASK-STREETS	337090	1	2007-431-20-46	SUPPLIES-GENERAL	3.85	3.85
Total 337090:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	FASTENERS, KEY RING	337192	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	2.35	2.35
Total 337192:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	DRILL BITS-GAS	337352	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	21.25	21.25
Total 337352:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	RAKE, TRIMMER LINE-STREET	337362	1	2007-431-20-46	SUPPLIES-GENERAL	44.48	44.48
Total 337362:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	BUSHINGS, BIBB-WATER	337421	1	7110-430-42-46	SUPPLIES-GENERAL	14.96	14.96
Total 337421:											
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	REPELLANT-PAW	337423	1	7620-430-10-46	SUPPLIES-GENERAL	28.97	28.97
Total 337423:											

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
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	EXT CORDS	337622	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	38.69	38.69
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	EXT CORDS	337622	2	1000-422-10-44	MISC - REPAIR & MAINTENANC	28.05	28.05
	Total 337622:									66.74	66.74
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	FASTENERS-GAS DEPT	337663	1	7401-430-62-46	SUPPLIES-GENERAL	1.70	1.70
	Total 337663:									1.70	1.70
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	CLAMP, FASTENERS, CONNREC	337665	1	1000-422-10-46	SUPPLIES-GENERAL	4.98	4.98
	Total 337665:									4.98	4.98
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	SPANNER-STREETS	337896	1	2007-431-20-46	SUPPLIES-SMALL TOOLS	4.32	4.32
	Total 337896:									4.32	4.32
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	PLASTIC PAIL-WATER	338005	1	7110-430-42-46	SUPPLIES-GENERAL	33.82	33.82
	Total 338005:									33.82	33.82
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	SCREEN FILTER PAINT-STREE	338011	1	2007-431-20-46	SUPPLIES-GENERAL	10.15	10.15
	Total 338011:									10.15	10.15
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	TEES, PVC, BUSHINGS-WATER	338423	1	7110-430-42-46	SUPPLIES-GENERAL	43.55	43.55
	Total 338423:									43.55	43.55
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	TWINE-PIW	338431	1	7620-430-10-46	SUPPLIES-GENERAL	3.86	3.86
	Total 338431:									3.86	3.86
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	PVC COUPLING RETURNED-W	338435	1	7110-430-42-46	SUPPLIES-GENERAL	4.25	4.25
	Total 338435:									4.25	4.25
09/15	09/17/2015	95177	76	BILLINGTON ACE HARD	PLIERS-GAS	338462	1	7401-430-62-46	SUPPLIES-GENERAL	61.39	61.39

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 338462:											
09/15	09/17/2015	95178	7622		TR EX 101815 FOLSOM	091515	1	1000-421-10-45	TRAINING	213.50	213.50
Total 091515:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAIN 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLC600MAIN 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 090115	1	2007-431-20-44	DISPOSAL	18.79	18.79
Total PLCBOFA 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLER 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCBUEHLER 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDMNDMTN 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCDMNDMTN 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLDGE 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCELKSLDGE 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 090115	1	2007-431-20-44	DISPOSAL	18.79	18.79
Total PLCFROSTMILL 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGRCRYOTLT 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCGRCRYOTLT 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHINTR 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCHAIRHINTR 090115:											

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
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCHOTELLSN1 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBLD 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCKNOCHBLD 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LASSEN	PLCLASSENHS 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCLASSENHS 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITALY 90115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCLITTLEITALY 90115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHRTTR 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCLVCHRTTR 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSENPL 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCMTLASSENPL 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANDRAPLZA 09011	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCPANDRAPLZA 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLRV 90115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCSIERRAJWLRV 90115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHRT 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCSIERRATHRT 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58

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 PLCQSVILLEREAL 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPDOWNPLZA 09011	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCUPTOWNPLZA 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - US POS	PLCUSPOSTAL 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCUSPOSTAL 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETMEM 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCVETMEM 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALUMA	PLCWLMBRTBUS 090115	1	2007-431-20-44	DISPOSAL	37.58	37.58
Total PLCWLMBRTBUS 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	926 SIERRA ST	SVL15 090115	1	7620-430-10-44	DISPOSAL	158.83	158.83
Total SVL15 090115:											
09/15	09/17/2015	95179	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP	SVL8 090115	1	7620-430-10-44	DISPOSAL	158.83	158.83
Total SVL8 090115:											
09/15	09/17/2015	95180	110		BATH TISSUE	091515	1	1000-425-20-46	SUPPLIES-GENERAL	7.49	7.49
Total 091515:											
09/15	09/17/2015	95181	1122	CAROLINA MOULDINGS IN	O RING INSULATING-GAS DEPT	15614	1	7401-430-62-46	SUPPLIES-GENERAL	268.07	268.07
Total 15614:											
09/15	09/17/2015	95182	118	CBC INNOVIS INC	MEMBERSHIP DUES	5244503064	1	1000-417-10-48	DUES AND MEMBERSHIPS	10.00	10.00
Total 5244503064:											

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09/15	09/17/2015	95183	161	CSK AUTO INC	ANTIFREEZE, TRANS MOUNT,	2740383081	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	148.16	148.16	
09/15	09/17/2015	95183	161	CSK AUTO INC	ANTIFREEZE, TRANS MOUNT,	2740383081	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	24.19	24.19	
09/15	09/17/2015	95183	161	CSK AUTO INC	ANTIFREEZE, TRANS MOUNT,	2740383081	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	29.79	29.79	
Total 2740383081:											202.14	202.14
09/15	09/17/2015	95183	161	CSK AUTO INC	ALTERNATOR-STREETS	2740383686	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	158.62	158.62	
Total 2740383686:											158.62	158.62
09/15	09/17/2015	95183	161	CSK AUTO INC	PICK UP TOOL-STREETS	2740383740	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1.75	1.75	
09/15	09/17/2015	95183	161	CSK AUTO INC	PICK UP TOOL-GAS	2740383740	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	2.25	2.25	
09/15	09/17/2015	95183	161	CSK AUTO INC	PICK UP TOOL-WATER	2740383740	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	2.98	2.98	
Total 2740383740:											6.98	6.98
09/15	09/17/2015	95183	161	CSK AUTO INC	STARTER-GAS	2740383864	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	290.19	290.19	
Total 2740383864:											290.19	290.19
09/15	09/17/2015	95183	161	CSK AUTO INC	BATTERY-GAS	2740383922	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	106.22	106.22	
Total 2740383922:											106.22	106.22
09/15	09/17/2015	95183	161	CSK AUTO INC	STARTER RETURNED-GAS	2740383957	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	80.63-	80.63-	
Total 2740383957:											80.63-	80.63-
09/15	09/17/2015	95183	161	CSK AUTO INC	BOLT-WATER	2740384732	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	10.08	10.08	
Total 2740384732:											10.08	10.08
09/15	09/17/2015	95183	161	CSK AUTO INC	TRANS/MOTOR MOUNT RETUR	2740384733	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	67.49-	67.49-	
Total 2740384733:											67.49-	67.49-
09/15	09/17/2015	95183	161	CSK AUTO INC	STARTER-WATER	2740384755	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	205.65	205.65	

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Total 2740384755:											
09/15	09/17/2015	95183	161	CSK AUTO INC	STARTER RETURNED-WATER	2740384757	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	37.63-	37.63-
Total 2740384757:											
09/15	09/17/2015	95183	161	CSK AUTO INC	WD-40-STREETS	2740385161	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	7.41	7.41
Total 2740385161:											
09/15	09/17/2015	95183	161	CSK AUTO INC	SENSOR, WINDOW HANDLE-ST	2740385684	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	55.60	55.60
Total 2740385684:											
09/15	09/17/2015	95184	8256		REFUND GAS DEPOSIT	10526200111	1	7401-2228-000	DEPOSITS-CUSTOMER	176.89	176.89
Total 10526200111:											
09/15	09/17/2015	95185	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS	118809	1	1000-416-10-45	FINGERPRINTING SERVICES	64.00	64.00
Total 118809:											
09/15	09/17/2015	95186	5637		REFUND GAS OVERPAYMENT	10438300018	1	9999-1001-001	CASH CLEARING - UTILITIES	12.75	12.75
Total 10438300018:											
09/15	09/17/2015	95187	219	ED STAUB & SONS PETR	7.29 GAL PROPANE AIRPORT	0200049	1	7201-430-81-46	PROPANE	17.49	17.49
Total 0200049:											
09/15	09/17/2015	95188	238	FASTENAL COMPANY	ANTI-SEIZE-GAS	66689	1	7401-430-62-46	SUPPLIES-GENERAL	44.29	44.29
Total 66689:											
09/15	09/17/2015	95189	241	FEATHER PUBLISHING C	BUSINESS CARDS PID OFFICE	01131438	1	1000-421-10-45	PRINTING AND BINDING	267.68	267.68
Total 01131438:											

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
09/15	09/17/2015	95189	241	FEATHER PUBLISHING C	BUSINESS CARDS P/D OFFICE	01131439	1	1000-421-10-45	PRINTING AND BINDING	267.68	267.68
Total 01131439:											
09/15	09/17/2015	95189	241	FEATHER PUBLISHING C	WATER QUALITY NOTICE	090815 #105	1	7110-430-42-45	ADVERTISING	53.90	53.90
Total 090815 #105:											
09/15	09/17/2015	95189	241	FEATHER PUBLISHING C	ADJ BILLED WRONG AMT WAT	090815 #105 ADJ	1	7110-430-42-45	ADVERTISING	35.45	35.45
Total 090815 #105 ADJ:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	575147A	1	7110-430-42-43	TECHNICAL SVCS	925.00	925.00
Total 575147A:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576096A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00
Total 576096A:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576429A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 576429A:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576430A	1	7110-430-42-43	TECHNICAL SVCS	27.00	27.00
Total 576430A:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576431A	1	7110-430-42-43	TECHNICAL SVCS	58.00	58.00
Total 576431A:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576451A	1	7110-430-42-43	TECHNICAL SVCS	247.00	247.00
Total 576451A:											
09/15	09/17/2015	95190	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576452A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00

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Total 576452A:											
09/15	09/17/2015	95191	247	FINANCIAL CREDIT NET	COLLECTION WATER COSTS T	073115	1	7110-430-42-48	BAD DEBT EXPENSE	5.88	5.88
09/15	09/17/2015	95191	247	FINANCIAL CREDIT NET	COLLECTION GAS COSTS THR	073115	2	7401-430-62-48	BAD DEBT EXPENSE	93.17	93.17
Total 073115:											
09/15	09/17/2015	95192	257	FOREST OFFICE EQUIP	MNTHLY MNT. FOLD MACHINE-	CC6743	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
09/15	09/17/2015	95192	257	FOREST OFFICE EQUIP	MNTHLY MNT. FOLD MACHINE-	CC6743	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
Total CC6743:											
09/15	09/17/2015	95192	257	FOREST OFFICE EQUIP	PWMKYOCERA COPIER 8/15	CC6744	1	7620-430-10-43	TECHNICAL SVCS	312.66	312.66
Total CC6744:											
09/15	09/17/2015	95193	265	FRONTIER	257-1000 DSL SERVICE	1000 090515	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
09/15	09/17/2015	95193	265	FRONTIER	257-1000 ADMIN FAX	1000 090515	2	1000-413-20-45	COMMUNICATIONS	1.10	1.10
09/15	09/17/2015	95193	265	FRONTIER	257-1000 CITY CLERK FAX	1000 090515	3	1000-411-40-45	COMMUNICATIONS	1.10	1.10
09/15	09/17/2015	95193	265	FRONTIER	257-1000 ADMIN	1000 090515	4	1000-413-20-45	COMMUNICATIONS	3.81	3.81
09/15	09/17/2015	95193	265	FRONTIER	257-1000 CITY CLERK	1000 090515	5	1000-411-40-45	COMMUNICATIONS	.37	.37
09/15	09/17/2015	95193	265	FRONTIER	257-1000 FINANCE	1000 090515	6	1000-415-10-45	COMMUNICATIONS	.37	.37
09/15	09/17/2015	95193	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 090515	7	1000-419-10-45	COMMUNICATIONS	.36	.36
09/15	09/17/2015	95193	265	FRONTIER	257-1000 CITY HALL	1000 090515	8	1000-417-10-45	COMMUNICATIONS	233.53	233.53
09/15	09/17/2015	95193	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 090515	9	7401-430-62-45	COMMUNICATIONS	24.15	24.15
09/15	09/17/2015	95193	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 090515	10	7110-430-42-45	COMMUNICATIONS	24.15	24.15
Total 1000 090515:											
09/15	09/17/2015	95193	265	FRONTIER	257-1033 PARKS	1033 090515	1	1000-452-20-45	COMMUNICATIONS	223.81	223.81
Total 1033 090515:											
09/15	09/17/2015	95193	265	FRONTIER	257-1041 PWMADMIN	1041 090515	1	7620-430-10-45	COMMUNICATIONS	300.95	300.95
Total 1041 090515:											
09/15	09/17/2015	95193	265	FRONTIER	257-1054 PWM STREETS	1051 090515	1	7620-430-10-45	COMMUNICATIONS	37.18	37.18

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 1051 090515:											
09/15	09/17/2015	95193	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 091015	1	7401-430-62-45	COMMUNICATIONS	37.18	37.18
Total 1182 091015:											
09/15	09/17/2015	95193	265	FRONTIER	252-1182 WATER SCADA	21182 091015	1	7110-430-42-45	COMMUNICATIONS	34.88	34.88
Total 21182 091015:											
09/15	09/17/2015	95193	265	FRONTIER	252-4247 LASSEN CO AIR POLL	24247 091015	1	7620-430-10-45	COMMUNICATIONS	321.33	321.33
Total 24247 091015:											
09/15	09/17/2015	95193	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 090515	1	1000-417-10-45	COMMUNICATIONS	162.03	162.03
Total 2960 090515:											
09/15	09/17/2015	95193	265	FRONTIER	257-3292 MUSEUM	3292 091015	1	1000-451-80-45	COMMUNICATION	63.50	63.50
Total 3292 091015:											
09/15	09/17/2015	95193	265	FRONTIER	257-5603 POLICE	5603 091015	1	1000-421-10-45	COMMUNICATIONS	112.22	112.22
Total 5603 091015:											
09/15	09/17/2015	95194	8254		REFUND GAS DEPOSIT	10306805406	1	7401-2228-000	DEPOSITS-CUSTOMER	896.21	896.21
Total 10306805406:											
09/15	09/17/2015	95195	1148	GREATAMERICA FINANC	COPIER LEASE 9/15-PWV	17472698	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	174.64	174.64
Total 17472698:											
09/15	09/17/2015	95196	288		REIMBURSE HEALTH INS - SIC	091515	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	491.60	491.60
Total 091515:											

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	
09/15	09/17/2015	95197	312	HISTORIC USA	8/15 COLLECTIONS, NET	091015	1	8401-2228-000	DEPOSITS PAYABLE	2,455.75	2,455.75	
09/15	09/17/2015	95197	312	HISTORIC USA	5%FEE 8/15 COLLECTIONS	091015	2	8401-2228-000	DEPOSITS PAYABLE	129.25	129.25	
09/15	09/17/2015	95197	312	HISTORIC USA	5%FEE 8/15 COLLECTIONS	091015	3	1000-415-10-34	REIMBURSEMENTS (HUSALAF	129.25-	129.25-	
Total 091015:											2,455.75	2,455.75
09/15	09/17/2015	95198	1334	IPROMOTEU.COM	INTERCEPTOR MAGNETS	957083MPT	1	1000-421-10-46	SUPPLIES-GENERAL	397.35	397.35	
Total 957083MPT:											397.35	397.35
09/15	09/17/2015	95199	335	J.W. WOOD CO INC	BLACK TEES-GAS	S083943	1	7401-430-62-46	SUPPLIES-GENERAL	6.45	6.45	
Total S083943:											6.45	6.45
09/15	09/17/2015	95200	338	JACKSON'S SERVICE CE	#31 STREETS OIL CHANGE	30779	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	138.15	138.15	
Total 30779:											138.15	138.15
09/15	09/17/2015	95201	362	KAUFFMAN, BILL	PW JANITORIAL SVCS 8/15	7051119	1	7620-430-10-44	CUSTODIAL	250.00	250.00	
Total 705119:											250.00	250.00
09/15	09/17/2015	95202	7381		REFUND GAS OVERPAYMENT	10118900007	1	9999-1001-001	CASH CLEARING - UTILITIES	69.74	69.74	
Total 10118900007:											69.74	69.74
09/15	09/17/2015	95203	392	LASSEN CO CLERKS OF	NOTICE OF EXEMPTION #15-50	090915	1	7110-430-42-48	TAXES, FEES, PERMITS & CHA	50.00	50.00	
Total 090915:											50.00	50.00
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	BATTERY, CORE DEPOSIT-GAS	229631	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	90.91	90.91	
Total 229631:											90.91	90.91
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	PURPLE POWER, WIPES-GAS	229849	1	7401-430-62-46	SUPPLIES-GENERAL	10.62	10.62	
Total 229849:											10.62	10.62
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	CLEANER	229889	1	1000-422-10-46	SUPPLIES-GENERAL	102.94	102.94	

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 229889:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	CLEANER	230033	1	1000-422-10-46	SUPPLIES-GENERAL	38.70-	38.70-
Total 230033:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	BRAKLEEN	230036	1	1000-422-10-46	SUPPLIES-GENERAL	5.35	5.35
Total 230036:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	BATTERY BRUSH-GAS DEPT	230056	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	12.64	12.64
Total 230056:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	FUSE	230430	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	2.71	2.71
Total 230430:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	BELT-STREETS	230442	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	222.28	222.28
Total 230442:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	ROD END	230607	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	47.82	47.82
Total 230607:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	WINDOW CRANK-STREETS	230641	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	24.67	24.67
Total 230641:											
09/15	09/17/2015	95204	411	LASSEN MOTOR PARTS	WIPER BLADES	230795	1	1000-417-10-44	MISC - REPAIR & MAINTENANC	22.12	22.12
Total 230795:											
09/15	09/17/2015	95205	1102	LASSEN PC	COMPUTER MOZY SERV 8/15 F	19275	1	1000-422-10-43	TECHNICAL SVCS	61.74	61.74
Total 19275:											

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
09/15	09/17/2015	95206	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	753514	1	7110-430-42-44	DISPOSAL	10.84	10.84
Total 753514:											
09/15	09/17/2015	95207	413	LASSEN TIRE	1 CK FOR FLAT #84	46732	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	20.00	20.00
Total 46732:											
09/15	09/17/2015	95207	413	LASSEN TIRE	FLAT REPAIR -P/W ADMIN	46824	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	20.00	20.00
Total 46824:											
09/15	09/17/2015	95207	413	LASSEN TIRE	TRAILER TIRE-GAS DEPT	46825	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	101.47	101.47
Total 46825:											
09/15	09/17/2015	95207	413	LASSEN TIRE	1 CK FOR FLAT G/C	46849	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	93.17	93.17
Total 46849:											
09/15	09/17/2015	95208	413	SUSANVILLE TOWING	#87 OIL & FILTER CHANGE	51821	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	62.66	62.66
Total 51821:											
09/15	09/17/2015	95208	413	SUSANVILLE TOWING	TOWED TO JACKSONS	57549	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	125.00	125.00
Total 57549:											
09/15	09/17/2015	95209	432	LEXIS NEXIS	ELECTRONIC LAW LIBRARY SV	1508207844	1	1000-412-10-48	DUES AND MEMBERSHIPS	143.82	143.82
Total 1508207844:											
09/15	09/17/2015	95210	437	LMUD	LASSEN COLLEGE WELL #5-W	120270 082815	1	7110-430-42-46	ELECTRICITY	664.95	664.95
Total 120270 082815:											
09/15	09/17/2015	95210	437	LMUD	STREET LIGHTS	14039 090415	1	2007-431-60-46	ELECTRICITY	186.94	186.94

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 14039 090415:											
09/15	09/17/2015	95210	437	LMUD	STREET LIGHTS	14041 090415	1	2007-431-60-46	ELECTRICITY	3,399.68	3,399.68
Total 14041 090415:											
09/15	09/17/2015	95210	437	LMUD	SOUTH ST - PUBLIC WORKS O	14590 082815	1	7620-430-10-46	ELECTRICITY	468.18	468.18
Total 14590 082815:											
09/15	09/17/2015	95210	437	LMUD	S GAY ST-STREET	24323 090415	1	2007-431-60-46	ELECTRICITY	26.35	26.35
Total 24323 090415:											
09/15	09/17/2015	95210	437	LMUD	66 N LASSEN STREET	24666 090415	1	1000-417-10-46	ELECTRICITY	613.91	613.91
Total 24666 090415:											
09/15	09/17/2015	95210	437	LMUD	N WEATHERLOW ST TENNIS S	24661 090415	1	1000-452-20-46	ELECTRICITY	14.00	14.00
Total 24661 090415:											
09/15	09/17/2015	95210	437	LMUD	STREET LIGHTS	2467 090415	1	2007-431-60-46	ELECTRICITY	1,522.36	1,522.36
Total 2467 090415:											
09/15	09/17/2015	95210	437	LMUD	CADY SPRINGS-WATER	26784 082815	1	7110-430-42-46	ELECTRICITY	24.66	24.66
Total 26784 082815:											
09/15	09/17/2015	95210	437	LMUD	65 N WEATHERLOW ST PARK	2865 090415	1	1000-452-20-46	ELECTRICITY	83.58	83.58
Total 2865 090415:											
09/15	09/17/2015	95210	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 090415	1	1000-451-80-46	ELECTRICITY	18.21	18.21
Total 2866 090415:											

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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
09/15	09/17/2015	95210	437	LMUD	65 N WEATHERLOW ST COMM	2867 090415	1	1000-452-20-46	ELECTRICITY	43.32	43.32
Total 2867 090415:											
09/15	09/17/2015	95210	437	LMUD	N WEATHERLOW ST TENNIS C	2870 090415	1	1000-452-20-46	ELECTRICITY	14.00	14.00
Total 2870 090415:											
09/15	09/17/2015	95210	437	LMUD	NORTH ST BASEBALL PARK M	2873 090415	1	1000-452-20-46	ELECTRICITY	36.03	36.03
Total 2873 090415:											
09/15	09/17/2015	95210	437	LMUD	1505 MAIN ST	2876 082415	1	1000-422-10-46	ELECTRICITY	698.62	698.62
Total 2876 082415:											
09/15	09/17/2015	95210	437	LMUD	HARRIS DR & HWY 36-WATER	30658 090415	1	7110-430-42-46	ELECTRICITY	429.26	429.26
Total 30658 090415:											
09/15	09/17/2015	95210	437	LMUD	RICHMOND RD BRIDGE-STREE	35094 082815	1	2007-431-60-46	ELECTRICITY	233.12	233.12
Total 35094 082815:											
09/15	09/17/2015	95210	437	LMUD	720 SOUTH ST EMULSION TAN	38646 082815	1	7620-430-10-46	ELECTRICITY	96.63	96.63
Total 38646 082815:											
09/15	09/17/2015	95210	437	LMUD	UPTOWN DECOR. LIGHTS-STR	43511 090415	1	2007-431-60-46	ELECTRICITY	210.27	210.27
Total 43511 090415:											
09/15	09/17/2015	95210	437	LMUD	115 N WEATHERLOW ST	43866 090415	1	1000-451-80-46	ELECTRICITY	133.67	133.67
Total 43866 090415:											
09/15	09/17/2015	95210	437	LMUD	N PINE & COOK - SCADA-WATE	44153 090415	1	7110-430-42-46	ELECTRICITY	16.95	16.95

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 44153 090415:											
09/15	09/17/2015	95210	437	LMUD	QUARRY ST STREET LIGHTS	49500 090415	1	2007-431-60-46	ELECTRICITY	16.95	16.95
Total 49500 090415:											
09/15	09/17/2015	95210	437	LMUD	MAIN & FOSS SIGNAL LIGHT-ST	49501 090415	1	2007-431-60-46	ELECTRICITY	56.93	56.93
Total 49501 090415:											
09/15	09/17/2015	95210	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 082815	1	7110-430-42-46	ELECTRICITY	505.72	505.72
Total 55754 082815:											
09/15	09/17/2015	95210	437	LMUD	NORTH ST PARK LITES MEM FI	9283 090415	1	1000-452-20-46	ELECTRICITY	294.58	294.58
Total 9283 090415:											
09/15	09/17/2015	95210	437	LMUD	GEOHERMAL PUMP #1	9297 090415	1	7301-430-52-46	ELECTRICITY	55.22	55.22
Total 9297 090415:											
09/15	09/17/2015	95210	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 090415	1	1000-466-30-46	ELECTRICITY	14.00	14.00
Total 94811 090415:											
09/15	09/17/2015	95210	437	LMUD	GEOHERMAL PUMP #2	9503 082815	1	7301-430-52-46	ELECTRICITY	32.24	32.24
Total 9503 082815:											
09/15	09/17/2015	95210	437	LMUD	GEOHERMAL HOSPITAL LANE	9963 082815	1	7301-430-52-46	ELECTRICITY	14.00	14.00
Total 9963 082815:											
09/15	09/17/2015	95214	452	MARTIN SECURITY SVST	720 SOUTH ST 9/15-P/W	1544 083115	1	7620-430-10-43	TECHNICAL SVCS	65.00	65.00
Total 1544 083115:											

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	
09/15	09/17/2015	95212	1416		VOLUNTEER 8/28/15 24 HRS	090115	1	1000-422-10-43	VOLUNTEERS	25.00	25.00	
Total 090115:											25.00	25.00
09/15	09/17/2015	95213	467		METER VALVE & CONTR	9674	1	7401-430-63-47	MACHINERY & EQUIPMENT	79.62	79.62	
Total 9674:											79.62	79.62
09/15	09/17/2015	95213	467		METER VALVE & CONTR	9686	1	7401-430-63-47	MACHINERY & EQUIPMENT	692.30	692.30	
Total 9686:											692.30	692.30
09/15	09/17/2015	95214	5115		MILES PLUMBING	003115	1	1000-417-10-44	MISC - REPAIR & MAINTENANC	95.00	95.00	
Total 003115:											95.00	95.00
09/15	09/17/2015	95215	1228		ONLINE INFORMATION S	655035	1	7110-430-42-43	TECHNICAL SVCS	74.65	74.65	
09/15	09/17/2015	95215	1228		ONLINE INFORMATION S	655035	2	7401-430-62-43	TECHNICAL SVCS	74.65	74.65	
Total 655035:											149.30	149.30
09/15	09/17/2015	95216	546		PAYLESS BUILDING SUP	2471271	1	7110-430-42-46	SUPPLIES-GENERAL	10.39	10.39	
Total 2471271:											10.39	10.39
09/15	09/17/2015	95216	546		PAYLESS BUILDING SUP	2471328	1	2007-431-20-44	REPAIR AND MAINTENANCE V	8.06	8.06	
Total 2471328:											8.06	8.06
09/15	09/17/2015	95216	546		PAYLESS BUILDING SUP	2471877	1	2007-431-20-46	SUPPLIES-GENERAL	1.29	1.29	
Total 2471877:											1.29	1.29
09/15	09/17/2015	95216	546		PAYLESS BUILDING SUP	2472129	1	7401-430-62-46	SUPPLIES-GENERAL	5.14	5.14	
Total 2472129:											5.14	5.14
09/15	09/17/2015	95217	8252		REFUND GAS OVERPAYMENT	10438000010	1	9999-1001-001	CASH CLEARING - UTILITIES	78.00	78.00	

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 10438000010:											
09/15	09/17/2015	95218	8255		REFUND GAS DEPOSIT	10306807521	1	7401-2228-000	DEPOSITS-CUSTOMER	170.36	170.36
Total 10306807521:											
09/15	09/17/2015	95219	572	QUILL CORPORATION	KLEENEX, FOLDERS,-PW	7220383	1	7620-430-10-46	SUPPLIES-GENERAL	94.74	94.74
Total 7220383:											
09/15	09/17/2015	95220	582	RAY MORGAN CO INC	P/D COPIER 10/15	1008435	1	1000-421-10-44	RENT & LEASES EQUIP & VEHI	132.43	132.43
09/15	09/17/2015	95220	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-10/	1008435	2	1000-417-10-44	RENT & LEASES EQUIP & VEHI	262.90	262.90
Total 1008435:											
09/15	09/17/2015	95220	582	RAY MORGAN CO INC	FIRE COPIER 9/26/15-10/25/15	998703	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	32.12	32.12
Total 998703:											
09/15	09/17/2015	95221	8257		TR EX 09/27/15 SACRAMENTO	091515	1	1000-421-10-45	TRAINING	335.50	335.50
Total 091515:											
09/15	09/17/2015	95222	7394		REFUND WATER DEPOSIT	10311250000	1	7110-2228-000	DEPOSITS-CUSTOMER	47.48	47.48
Total 10311250000:											
09/15	09/17/2015	95223	1259	SIERRA AUCTION & TRAI	JACK HANDLE	898975	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	9.64	9.64
Total 898975:											
09/15	09/17/2015	95224	1076	SIERRA COFFEE AND BE	P/W WATER SERVICE 09/02/15	44413	1	7620-430-10-46	SUPPLIES-GENERAL	34.65	34.65
Total 44413:											
09/15	09/17/2015	95225	640	SIERRA ELECTRONICS	VOICE PAGER	210880	1	1000-422-10-44	RADIOS - REPAIR & MAINTENA	455.80	455.80

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Total 210880:											
09/15	09/17/2015	95226	1270	SILVER STATE BARRICA	PAINT-STREETS	81267	1	2007-431-20-46	SUPPLIES-GENERAL	2,917.24	2,917.24
Total 81267:											
09/15	09/17/2015	95226	1270	SILVER STATE BARRICA	SIGNS, ANCHORS-STREETS	81366	1	2007-431-20-46	SUPPLIES-GENERAL	1,258.30	1,258.30
Total 81366:											
09/15	09/17/2015	95227	8253		REFUND GAS OVERPAYMENT	10125950508	1	9999-1001-001	CASH CLEARING - UTILITIES	23.80	23.80
Total 10125950508:											
09/15	09/17/2015	95228	8217		REFUND WATER OVERPAYME	10114450003	1	9999-1001-001	CASH CLEARING - UTILITIES	114.36	114.36
Total 10114450003:											
09/15	09/17/2015	95229	806	SUSANVILLE AVIATION	FUEL	2984	1	1000-422-10-46	GASOLINE	86.70	86.70
Total 2984:											
09/15	09/17/2015	95230	1265	SUSANVILLE PAINT CEN	RED PAINT-STREETS	22938	1	2007-431-20-46	SUPPLIES-GENERAL	15.72	15.72
Total 22938:											
09/15	09/17/2015	95231	677	SUSANVILLE SANITARY	1505 MAIN	2064 090115	1	1000-422-10-44	SEWER	42.80	42.80
Total 2064 090115:											
09/15	09/17/2015	95231	677	SUSANVILLE SANITARY	1801 MAIN	2121 090115	1	1000-421-10-44	SEWER	42.80	42.80
Total 2121 090115:											
09/15	09/17/2015	95231	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 090115	1	7620-430-10-44	SEWER	42.80	42.80
Total 3203 090115:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/17/2015	95232	712	TNS TRUCKING CO	COUNTY SLURRY-WATER	1874	1	7110-430-42-46	SUPPLIES-GENERAL	122.01	122.01
Total 1874:											
09/15	09/17/2015	95232	712	TNS TRUCKING CO	TRANSFER SAND & BASE-GAS	1881	1	7401-430-62-46	SUPPLIES-GENERAL	309.24	309.24
09/15	09/17/2015	95232	712	TNS TRUCKING CO	TRANSFER SAND & BASE-STR	1881	2	2007-431-20-46	SUPPLIES-GENERAL	309.25	309.25
09/15	09/17/2015	95232	712	TNS TRUCKING CO	TRANSFER SAND & BASE-WAT	1881	3	7110-430-42-46	SUPPLIES-GENERAL	309.24	309.24
Total 1881:											
09/15	09/17/2015	95233	630	U.S. BANK EQUIPMENT F	COPIER - CITY HALL UP AND D	286663000	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	435.78	435.78
09/15	09/17/2015	95233	630	U.S. BANK EQUIPMENT F	COPIER - POLICE	286663000	2	1000-421-10-44	RENT & LEASES EQUIP & VEHI	435.78	435.78
Total 286663000:											
09/15	09/17/2015	95234	742	UPS STORE, THE	POSTAGE	83010572012154888205	1	1000-422-10-46	POSTAGE	23.70	23.70
Total 83010572012154888205:											
09/15	09/17/2015	95235	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9751516524	1	7620-430-10-45	COMMUNICATIONS	360.56	360.56
09/15	09/17/2015	95235	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9751516524	2	8404-430-10-45	COMMUNICATIONS	53.54	53.54
09/15	09/17/2015	95235	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9751516524	3	1000-424-20-45	COMMUNICATIONS	3.69	3.69
09/15	09/17/2015	95235	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9751516524	4	1000-452-20-45	COMMUNICATIONS	10.73	10.73
Total 9751516524:											
09/15	09/17/2015	95235	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE DEP	9751516950	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9751516950:											
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	PIPE ROLLER, WHEEL CUT-GA	66342223	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	31.29	31.29
Total 66342223:											
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	SWITCH-GAS	66348037	1	7401-430-62-46	SUPPLIES-GENERAL	7.00	7.00
Total 66348037:											
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	TEFLON TAPE, TUBE, PIPE-GAS	66360812	1	7401-430-62-46	SUPPLIES-GENERAL	250.72	250.72

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
	Total 66360812:									250.72	250.72
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	PIPE-GAS	66362396	1	7401-430-62-46	SUPPLIES-GENERAL	57.79	57.79
	Total 66362396:									57.79	57.79
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	BATTERY PACK-WATER	66363313	1	7110-430-42-46	SUPPLIES-GENERAL	170.57	170.57
	Total 66363313:									170.57	170.57
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	WATER PARTS	66363317	1	7110-430-42-46	SUPPLIES-GENERAL	463.97	463.97
	Total 66363317:									463.97	463.97
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	WATER PARTS	66363318	1	7110-430-42-46	SUPPLIES-GENERAL	83.59	83.59
	Total 66363318:									83.59	83.59
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	PIPE-GAS	66363335	1	7401-430-62-46	SUPPLIES-GENERAL	62.76	62.76
	Total 66363335:									62.76	62.76
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	GAS PARTS	66366031	1	7401-430-62-46	SUPPLIES-GENERAL	106.05	106.05
	Total 66366031:									106.05	106.05
09/15	09/17/2015	95236	770	WESTERN NEVADA SUP	WATER PARTS	66372505	1	7110-430-42-46	SUPPLIES-GENERAL	212.03	212.03
	Total 66372505:									212.03	212.03
09/15	09/17/2015	95237	7362		BAR SALES 082815	082815	1	7530-2205-008	RESTAURANT BAR SALES TO V	98.95	98.95
	Total 082815:									98.95	98.95
09/15	09/17/2015	95237	7362		BAR SALES 083115	083115	1	7530-2205-008	RESTAURANT BAR SALES TO V	9.04	9.04
	Total 083115:									9.04	9.04

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
09/15	09/17/2015	95237	7362		BAR SALES 090215	090215	1	7530-2205-008	RESTAURANT BAR SALES TO V	66.69	66.69
Total 090215:											
09/15	09/17/2015	95237	7362		BAR SALES 090415	090415	1	7530-2205-008	RESTAURANT BAR SALES TO V	344.76	344.76
Total 090415:											
09/15	09/17/2015	95237	7362		BAR SALES 090515	090515	1	7530-2205-008	RESTAURANT BAR SALES TO V	76.73	76.73
Total 090515:											
09/15	09/17/2015	95237	7362		BAR SALES 091015	091015	1	7530-2205-008	RESTAURANT BAR SALES TO V	19.38	19.38
Total 091015:											
09/15	09/17/2015	95237	7362	WHEELER, TAMMY	RESTURANT CONTRACT 9/15	091515	1	7530-451-54-43	TECHNICAL SERVICES	2,000.00	2,000.00
Total 091515:											
09/15	09/17/2015	95238	1518	WORLD TELECOM & SUR	CAMERAS P/D	14303	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	898.80	898.80
Total 14303:											
09/15	09/17/2015	95239	1378	ZITO MEDIA		356225062 082715	1	1000-422-10-45	COMMUNICATIONS	39.30	39.30
Total 356225062 082715:											
Grand Totals:										41,500.58	41,500.58

M = Manual Check, V = Void Check

Report Criteria:

Report type: GL detail

Check Voided = False

Report Criteria:
 Report type: GL detail
 Check/Check Number = 95241
 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
09/15	09/17/2015	95241	7527		REIM FOR RETURNED CK FEE	091715	1	1000-415-10-48	TAXES, FEES, PERMITS & CHA	33.00	33.00
Total 091715:										33.00	33.00
Grand Totals:										33.00	33.00

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/18/2015	95242	728	U S POSTMASTER	WATER BILLING POSTAGE	091815	1	7110-430-42-46	POSTAGE	835.30	835.30
09/15	09/18/2015	95242	728	U S POSTMASTER	GAS BILLING POSTAGE	091815	2	7401-430-62-46	POSTAGE	430.30	430.30
Total 091815:										1,265.60	1,265.60
Grand Totals:										1,265.60	1,265.60

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
09/15	09/24/2015	95254	1515		DEPOSIT DIFFERENCE 155 RU	082015-1	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	60.00	60.00
Total 082015-1:											
09/15	09/24/2015	95255	53		RETIREMENT INCENTIVE PKGE	092115	1	7610-2239-007	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 092115:											
09/15	09/24/2015	95255	53		HEALTH INS. REIM 5/15-6/15-8/1	092215	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	2,210.00	2,210.00
Total 092215:											
09/15	09/24/2015	95256	1411	BADAWM & ASSOCIATES	PROFESSIONAL SER. 2015 AU	1223	1	1000-417-10-43	PROFESSIONAL SVCS	11,935.35	11,935.35
09/15	09/24/2015	95256	1411	BADAWM & ASSOCIATES	PROFESSIONAL SER. 2015 AU	1223	2	8404-430-10-43	PROFESSIONAL SERVICES	2,250.00	2,250.00
Total 1223:											
09/15	09/24/2015	95257	76	BILLINGTON ACE HARD	PLIERS, SCREWDRIVER-WATE	338890	1	7401-430-62-46	SUPPLIES-GENERAL	36.73	36.73
Total 338890:											
09/15	09/24/2015	95257	76	BILLINGTON ACE HARD	FASTENERS	338976	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	1.51	1.51
Total 338976:											
09/15	09/24/2015	95257	76	BILLINGTON ACE HARD	SAFETY HARNESS-WATER	339055	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	18.37	18.37
Total 339055:											
09/15	09/24/2015	95257	76	BILLINGTON ACE HARD	BLEACH-WATER	339101	1	7110-430-42-46	SUPPLIES-GENERAL	6.36	6.36
Total 339101:											
09/15	09/24/2015	95258	8260		REFUND GAS DEPOSIT	10226600001	1	7401-2228-000	DEPOSITS-CUSTOMER	163.31	163.31

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
Total 10228600001:											163.31	163.31
09/15	09/24/2015	95259	148	COMPUTER LOGISTICS	DOMAIN NAME REGISTRATTON	65881	1	1000-417-10-43	TECHNICAL SVCS	40.00	40.00	
Total 65881:											40.00	40.00
09/15	09/24/2015	95260	8261		REFUND GAS DEPOSIT	10528100212	1	7401-2228-000	DEPOSITS-CUSTOMER	182.94	182.94	
Total 10528100212:											182.94	182.94
09/15	09/24/2015	95261	161	CSK AUTO INC	BODY FASTENER-STREETS	2740386782	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	5.35	5.35	
Total 2740386782:											5.35	5.35
09/15	09/24/2015	95261	161	CSK AUTO INC	AUX CABLE-STREETS	2740387102	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	12.89	12.89	
Total 2740387102:											12.89	12.89
09/15	09/24/2015	95262	174	DATEMA, STEVEN K.	GROUND LEASE 710 MAIN 9/15	092115	1	7201-430-81-43	TECHNICAL SVCS	1,889.31	1,889.31	
Total 092115:											1,889.31	1,889.31
09/15	09/24/2015	95263	194	DIAMOND SAW SHOP IN	SAW PARTS	14068	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	13.92	13.92	
Total 14068:											13.92	13.92
09/15	09/24/2015	95264	243	FEDEX	FINANCE POSTAGE	516469423	1	1000-417-10-46	POSTAGE	100.63	100.63	
Total 516469423:											100.63	100.63
09/15	09/24/2015	95265	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	576765A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00	
Total 576765A:											105.00	105.00
09/15	09/24/2015	95265	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	577142A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00	
Total 577142A:											24.00	24.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/24/2015	95265	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	577143A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 577143A:											
09/15	09/24/2015	95265	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	577144A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 577144A:											
09/15	09/24/2015	95265	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	577145A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00
Total 577145A:											
09/15	09/24/2015	95265	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	577397A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 577397A:											
09/15	09/24/2015	95266	687/		REFUND GAS DEPOSIT	10519790003	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
09/15	09/24/2015	95266	6874		REFUND WATER DEPOSIT	10519790003	2	7110-2228-000	DEPOSITS-CUSTOMER	.87	.87
Total 10519790003:											
09/15	09/24/2015	95267	265	FRONTIER	257-0315 AWOS AIRPORT	0915 091515	1	7201-430-81-45	COMMUNICATIONS	37.04	37.04
Total 0315 091515:											
09/15	09/24/2015	95267	265	FRONTIER	257-1045 PAW ENGINEERING	1045 091515	1	7620-430-10-45	COMMUNICATIONS	55.27	55.27
Total 1045 091515:											
09/15	09/24/2015	95267	265	FRONTIER	257-2845 .OLL OVER-P/	2845 091515	1	7620-430-10-45	COMMUNICATIONS	63.50	63.50
Total 2845 091515:											
09/15	09/24/2015	95267	265	FRONTIER	257-4725 CITY HALL FAX	4725 091515	1	1000-415-10-45	COMMUNICATIONS	40.36	40.36
09/15	09/24/2015	95267	265	FRONTIER	257-4725 CITY HALL FAX	4725 091515	2	1000-419-10-45	COMMUNICATIONS	40.35	40.35
Total 4725 091515:											
09/15	09/24/2015	95268	8262		REFUND GAS DEPOSIT	10509450208	1	7401-2228-000	DEPOSITS-CUSTOMER	195.10	195.10

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 10509450208:											
09/15	09/24/2015	95269	8259		REFUND WATER DEPOSIT	10505600017	1	7110-2228-000	DEPOSITS-CUSTOMER	195.10	195.10
Total 10505600017:											
09/15	09/24/2015	95270	1519	ING EXCAVATION	CONSULTATION GOLF COURS	5832	1	7530-451-52-43	TECHNICAL SERVICES	63.17	63.17
Total 5832:											
09/15	09/24/2015	95271	332	INTERSTATE GAS SERVI	GAS CONSULTING SVC 9/2015	092115	1	7401-430-62-43	PROFESSIONAL SVCS	400.00	400.00
Total 092115:											
09/15	09/24/2015	95272	1292		OES FROM 8/25-8/28/15	083115	1	1000-422-50-41	OVERTIME	2,216.76	2,216.76
Total 083115:											
09/15	09/24/2015	95273	1504	JESSICA ANN RYAN	CITY ATTORNEY 7/15	09/02/15	1	1000-412-10-43	PROFESSIONAL SVCS	950.00	950.00
Total 09/02/15:											
09/15	09/24/2015	95273	1504	JESSICA ANN RYAN	8/15 BILLING CITY ATTORNEY	090215	1	1000-412-10-43	PROFESSIONAL SVCS	4,806.25	4,806.25
Total 090215:											
09/15	09/24/2015	95274	372	KRONICK, MOSKOVITZ	PROF SVCS THRU 08/29/15	278978	1	1000-412-10-43	PROFESSIONAL SVCS	3,294.69	3,294.69
Total 278978:											
09/15	09/24/2015	95275	1183	LASSEN COUNTY	COUNTY SHARE PARKING FEE	091815	1	1000-2205-004	COUNTY PAYABLE	840.00	840.00
Total 091815:											
09/15	09/24/2015	95276	411	LASSEN MOTOR PARTS	RETAINER-STREETS	231204	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	9.37	9.37
Total 231204:											

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/15	09/24/2015	95276	411	LASSEN MOTOR PARTS	WRENCH, TERMINAL BOLT-WA	231205	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	8.61	8.61
Total 231205:											
09/15	09/24/2015	95276	411	LASSEN MOTOR PARTS	ACCESSORY PLUG	231342	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	2.35	2.35
Total 231342:											
09/15	09/24/2015	95276	411	LASSEN MOTOR PARTS	HOSE END , HOSE-GAS	231605	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	22.54	22.54
Total 231605:											
09/15	09/24/2015	95277	413	LASSEN TIRE	1 CK FOR FLAT #31-STREETS	46865	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	20.00	20.00
Total 46865:											
09/15	09/24/2015	95278	413	SUSANVILLE TOWING	#81 OIL & FILTER	51892	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	239.83	239.83
Total 51892:											
09/15	09/24/2015	95279	425	LES SCHWAB TIRE CENT	WHEEL SPIN-GAS	60400126312	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	62.00	62.00
Total 60400126312:											
09/15	09/24/2015	95280	437	LMUD	PD CITY IN ERROR REIM LMUD	091815	1	9999-1001-001	CASH CLEARING - UTILITIES	295.03	295.03
Total 091815:											
09/15	09/24/2015	95281	445		RETIREE INCENTIVE 10/15	092115	1	7610-2239-007	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 092115:											
09/15	09/24/2015	95282	1003		OES 8/25-8/28/15 RIVER FIRE	083115	1	1000-422-50-41	OVERTIME	2,216.76	2,216.76
Total 083115:											
09/15	09/24/2015	95283	7741		REFUND GAS DEPOSIT	10333400018	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
09/15	09/24/2015	95283	7741		REFUND WATER DEPOSIT	10333400018	2	7110-2228-000	DEPOSITS-CUSTOMER	10.91	10.91

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 10333400018:											
09/15	09/24/2015	95284	1076	SIERRA COFFEE AND BE	PWWATER SERVICE 09/23/15	44929	1	1000-417-10-46	SUPPLIES-GENERAL	21.75	21.75
Total 44929:											
09/15	09/24/2015	95285	8258		REFUND GAS DEPOSIT	10408650014	1	7401-2228-000	DEPOSITS-CUSTOMER	95.83	95.83
Total 10408650014:											
09/15	09/24/2015	95286	713		RETIRE INCENTIVE 10/15	092115	1	7610-2239-007	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 092115:											
09/15	09/24/2015	95287	966	TURF STAR, INC.	FERTILIZER	691333400	1	7530-451-52-46	SUPPLIES-GENERAL	1,259.03	1,259.03
Total 691333400:											
09/15	09/24/2015	95288	1398	WAGE WORKS	MONTHLY ADMIN FEE	125A10418391	1	8403-2239-002	SECTION 125 - CITY	50.00	50.00
Total 125A10418391:											
09/15	09/24/2015	95289	7362		BAR SALES 09/17/15	091715	1	7530-2205-008	RESTAURANT BAR SALES TO V	104.58	104.58
Total 091715:											
09/15	09/24/2015	95290	8263		REFUND GAS DEPOSIT	10432330311	1	7401-2228-000	DEPOSITS-CUSTOMER	162.42	162.42
Total 10432330311:											
09/15	09/24/2015	95291	784		TR EX LONG BEACH 10/1/15	092015	1	1000-421-10-45	TRAINING	248.50	248.50
Total 092015:											
Grand Totals:										40,974.54	40,974.54

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

Reviewed by: City Administrator
 City Attorney

 Motion only
 X Public Hearing
 X Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Approving report on assessment and lien against certain real properties located within the City of Susanville

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: In accordance with Chapter 8.28 of the Susanville Municipal Code, City staff has abated the following properties due to fire hazard and rubbish nuisance:

- 1630 Cornell Street – 105-210-25 \$275.00
- 31 Monrovia Street – 107-155-35 \$450.00
- 850 Plumas Street – 107-191-19 \$530.00

In addition to the cost of hiring a contractor to abate the property a \$200 administrative fee has been charged to each property to recover the cost of compliance with public hearing and notification procedures. Lien notices have been posted and the property owners have been notified via certified mail of the public hearing. Council approval is required to authorize the City Administrator to lien the properties to recover the costs incurred by the City.

FISCAL IMPACT: Total reimbursement of \$1,255.00 to City code enforcement budget

ACTION REQUESTED: Motion to approve:

Resolution No. 15-5220 approving report on assessment and lien against certain real property within the City of Susanville, located at APN: 105-210-25 1630 Cornell Street and confirming assessment and lien against said property;

Resolution No. 15-5221 approving report on assessment and lien against certain real property within the City of Susanville, located at APN: 107-155-35 31 Monrovia Street and confirming assessment and lien against said property;

Resolution No. 15-5222 approving report on assessment and lien against certain real property within the City of Susanville, located at APN: 107-191-19 850 Plumas Street and confirming assessment and lien against said property

ATTACHMENTS:

- Susanville Municipal Code* Chapter 8.28 Weed and Rubbish Abatement
- Resolution No. 15-5220
- Resolution No. 15-5221
- Resolution No. 15-5222
- Lien Notices
- Abatement documentation

Susanville Municipal Code[Up](#)[Previous](#)[Next](#)[Main](#)[Collapse](#)[Search](#)[Print](#)[No Frames](#)

Title 8 HEALTH AND SAFETY

Chapter 8.28 WEED AND RUBBISH ABATEMENT**Article I. Abatement of Weeds and Rubbish****8.28.010 Intent and purpose.**

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

8.28.020 Definitions.

As used in this chapter:

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

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

8.28.030 Weeds and rubbish prohibited.

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

8.28.040 Abatement procedure.

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

A. Notice to Remove. The fire chief is authorized to give notice to the owner, agent, lessee or other person having charge or control of private property, to order the removal of weeds or rubbish from the property or abutting public property within ten (10) days. Such notice shall be by certified mail, return receipt requested (hereinafter referred to as “certified written notice” addressed to such owner, agent, lessee or other person having charge or control, at his or her last known address. In the event the notice by certified mail is directed to one other than the owner of the property, a courtesy copy of the notice shall be sent by regular first class mail to the owner at his or her last known address on file with the Lassen County assessor’s office.

B. Action Upon Noncompliance. Upon the failure, neglect or refusal of any owner, agent, lessee, or other person having charge or control, to properly destroy weeds or remove rubbish within ten (10) days after receipt of the written certified notice, the fire chief is authorized to pay from the city code enforcement abatement budget for the destruction or removal of such weeds or rubbish. In the event that the written certified notice is returned to the post office because of inability to make delivery, the fire chief shall cause a

written notice to be posted on the property, allowing ten (10) days, from the date of posting, for compliance with the order. Failure, neglect or refusal to take compliance action shall empower the fire chief to pay for the destruction or removal of such weeds or rubbish.

C. If the owner, agent, lessee or other person having control of the private real property in the city fails to remove or destroy weeds and rubbish in accordance with the notice given, within ten (10) days after the mailing of such notice, or within ten (10) days after the posting of such notice where that is the case, it shall be the duty of the fire chief to destroy or cause to be destroyed, or remove or cause to be removed, such weeds or rubbish, and the fire chief and/or contracting agents of the city are expressly authorized to enter upon private property for such purpose, and it is unlawful for any person to interfere, hinder, or refuse to allow them to enter upon private property for such purpose and to destroy or remove weeds or rubbish in accordance with the provisions of this chapter. Any person owning, occupying, renting, managing, leasing, or controlling real property in the city shall have the right to destroy or remove weeds or rubbish or have the same destroyed or removed at his or her own expense at any time prior to the arrival of the fire chief or authorized representatives for such purpose.

D. The city finance director shall keep an account of the cost to the city to destroy or remove weeds or rubbish as aforesaid for each separate lot or parcel of land and the portions of streets adjoining the same, and shall embody such account in a report and assessment list to the city administrator, who will present such report and assessment list to the city council. Such report shall refer to each separate lot or parcel of land by description sufficiently reasonable to identify the same, together with the expense proposed to be assessed against it. The cost of abatement may include incidental expenses, including, but not limited to, the expenses and costs to the city in the inspection of lots, preparations of notices, specifications and contracts, and in inspecting work, the cost of printing and mailing required under this article in an amount to be set by resolution of the city council, per each occurrence of abatement.

E. The city administrator shall post a copy of such report and assessment list on a bulletin board near the entrance to the city hall, together with the notice of the filing thereof, and the time and place where and when it will be submitted to the city council for hearing and confirmation. The finance director shall mail to the persons in the manner prescribed in Section 8.28.040 a notice in the format substantially as follows:

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

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Susanville Municipal Code, Title 8, Chapter 8.28, the Fire Chief has destroyed or removed weeds or rubbish from the real property owner, occupied, rented, managed or controlled by you and from the portions of streets, alleys and sidewalks adjoining the same, which real property is described as follows:

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

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

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

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

Dated: _____

City Administrator of City of Susanville

F. At the time and place fixed for receiving and considering the report, the city council shall hear the same together with any protests or objections which may be raised by any interested person. Upon such hearing, the city council shall make such corrections or modifications in any proposed assessment which it may deem to be excessive or otherwise incorrect, after which such assessment shall be confirmed by resolution of the city council and the amount thereof shall constitute a lien on the subject real property assessed until paid. The confirmation and assessment by the city council shall be final and conclusive.

G. Assessment Payment. Any person may pay the amount of such assessment for destruction or removal of weeds or rubbish on or before the fifteenth day of July following the date the confirmation of said assessment was made by the city council. If said assessment is not paid on or before said date, the total amount therefore shall be entered on the next county fiscal tax roll as a lien against the property and shall be subject to the same penalties and interest as are provided for other delinquent taxes or assessments of the city. (Ord. 06-928 § 1, 2006: prior code § 9.4)

8.28.050 Penalty for violation.

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

8.28.060 Removal method.

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

View the [mobile version](#).

RESOLUTION NO. 15-5220
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
1630 CORNELL STREET (APN 105-210-25) AND CONFIRMING
ASSESSMENT AND LIEN AGAINST SAID PROPERTY

WHEREAS, California Government Code Section 39501 et seq. Authorized the City Council to adopt an ordinance to require and provide for the removal from property, lands, or lots of weeds, rubbish or other material dangerous or injurious to neighboring property or the health or welfare of residents of the vicinity and make the cost of removal a lien upon the property; and

WHEREAS, the City Council having heretofore adopted that certain ordinance contained in the Susanville Municipal Code, Chapter 8.28 "Weed and Rubbish Abatement", and

WHEREAS, said Chapter 8.28 provides that a procedure is established to abate weeds and rubbish from private property and to impose a lien and assessment upon the property and/or to sell the property to collect the lien; and

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 1630 Cornell Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$275.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 7, 2015 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Leo Banister;

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 1630 Cornell Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$275.00;
2. That the said assessment shall constitute and be a lien on the interest of Leo Banister in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 7, 2015 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Brian R. Wilson, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 15-5220** was adopted at a regular meeting of the Susanville City Council held on the 7th day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

1630 Cornell Street (APN #105-210-25)

Commencing at a point on the Eastern boundary line of Block Numbered 8 of Cornell Addition to Susanville, extended Northerly, as said Cornell Addition is shown on the Official Map thereof on file in the office of the County Recorder of the County of Lassen, State of California, distant thereon Southerly along said line, so extended, 550 feet from the Southern line of Main Street, as said Main Street is shown on that certain map entitled, "Official Map of Susanville and Vicinity" approved by the Board of Supervisors February 6, 1923; thence South 73° 24' East 161 feet to the actual point of beginning; running thence South 73° 24' East 45 feet; thence South 16° 54' West 70 feet; thence North 73° 24' West 45 feet, and thence North 16° 54' East 70 feet to the actual point of beginning.

Being a portion of the NW ¼ of the SE ¼ of Section 32, in Township 30 North, Range 12 East, Mount Diablo Base and Meridian.

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

NOTICE IS HEREBY GIVEN that pursuant to the provision of Susanville Municipal Code, Title 8, Chapter 8.28, the Fire Chief has destroyed or removed weeds or rubbish from the real property owner, occupied, rented, managed or controlled by you and from the portions of streets, alleys, and sidewalks adjoining the same, which real property is described as follows:

1630 Cornell Street (APN #105-210-25)

Commencing at a point on the Eastern boundary line of Block Numbered 8 of Cornell Addition to Susanville, extended Northerly, as said Cornell Addition is shown on the Official Map thereof on file in the office of the County Recorder of the County of Lassen, State of California, distant thereon Southerly along said line, so extended, 550 feet from the Southern line of Main Street, as said Main Street is shown on that certain map entitled, "Official Map of Susanville and Vicinity" approved by the Board of Supervisors February 6, 1923; thence South 73° 24' East 161 feet to the actual point of beginning; running thence South 73° 24' East 45 feet; thence South 16° 54' West 70 feet; thence North 73° 24' West 45 feet, and thence North 16° 54' East 70 feet to the actual point of beginning.

Being a portion of the NW ¼ of the SE ¼ of Section 32, in Township 30 North, Range 12 East, Mount Diablo Base and Meridian.

The cost of said destruction or removal proposed to be assessed against the said real property is \$ 275.00.

FURTHER NOTICE IS HEREBY GIVEN that on Wednesday, the 7th day of October 2015 at the hour of 7:00 P.M. in the Council Chambers of City Hall, of the City of Susanville, located at 66 North Lassen Street, Susanville, Lassen County, California, the report of the City Administrator on the cost of destruction or removal of weeds or rubbish and the assessment list thereof will be presented to the City Council for consideration, correction and confirmation and that at said time and place any and all persons interested in or having any objections to said report of list of proposed assessments, or to any matter or thing contained therein may appear and be heard. The failure to make any objection to said report and list shall be deemed a waiver of the same.

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

Dated: 9-22-15



Jared G. Hancock, City Administrator
City of Susanville

BILL FOR LABOR

DAVID M. READ
1007 MARK STREET
SUSANVILLE, CA 96130
H: (530) 257-3245 C: (530) 260-1245

Submitted to:

(530) 257-5152

07-15-15

Dan Weaver, Fire Captain
Susanville Fire Dept.
1505 Main Street
Susanville, CA 96130

JOB LOCATION:

1630 Cornell Street Susanville, CA 96130
(Lassen Co APN# 105-210-25)

JOB DESCRIPTION:

Cut and removed of 3' tall weeds/grass: non-ornamental vegetation to less than 4" on entire lot, removal of 1 Large down branch, cut, trim lower and removal of 5 medium tree branches 6' from the ground or 1/3 the height for smaller trees, remove all litter and rubbish (as defined in the City of Susanville Municipal Code).

COST ESTIMATE:

\$15.00 - Dump runs.

\$60.00 - Labor.

TOTAL:

\$75.00

I furnished labor and materials in complete accordance with the above specifications.

Dated:

07-31-15

David M. Read

David M. Read

RESOLUTION NO. 15-5221
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
31 MONROVIA STREET (APN 107-155-35) AND CONFIRMING
ASSESSMENT AND LIEN AGAINST SAID PROPERTY

WHEREAS, California Government Code Section 39501 et seq. Authorized the City Council to adopt an ordinance to require and provide for the removal from property, lands, or lots of weeds, rubbish or other material dangerous or injurious to neighboring property or the health or welfare of residents of the vicinity and make the cost of removal a lien upon the property; and

WHEREAS, the City Council having heretofore adopted that certain ordinance contained in the Susanville Municipal Code, Chapter 8.28 "Weed and Rubbish Abatement", and

WHEREAS, said Chapter 8.28 provides that a procedure is established to abate weeds and rubbish from private property and to impose a lien and assessment upon the property and/or to sell the property to collect the lien; and

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 31 Monrovia Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$450.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 7, 2015 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Equity Trust Custodian

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 31 Monrovia Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$450.00;
2. That the said assessment shall constitute and be a lien on the interest of Equity Trust Custodian in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 7, 2015 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Brian R. Wilson, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 15-5221** was adopted at a regular meeting of the Susanville City Council held on the 7th day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

31 Monrovia Street / APN 107-155-35

LOT 103, AS SHOWN ON THAT CERTAIN MAP ENTITLED, RIVERSIDE DRIVE ADDITION TO THE CITY OF SUSANVILLE, CALIFORNIA", FILED DECEMBER 21, 1964 IN THE OFFICE OF THE LASSEN COUNTY RECORDER, IN BOOK 5 OF MAPS, AT PAGES 53 AND 54

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

NOTICE IS HEREBY GIVEN that pursuant to the provision of Susanville Municipal Code, Title 8, Chapter 8.28, the Fire Chief has destroyed or removed weeds or rubbish from the real property owner, occupied, rented, managed or controlled by you and from the portions of streets, alleys, and sidewalks adjoining the same, which real property is described as follows:

31 Monrovia Street / APN 107-155-35

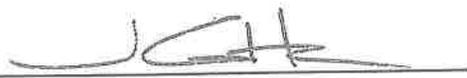
LOT 103, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "RIVERSIDE DRIVE ADDITION TO THE CITY OF SUSANVILLE, CALIFORNIA", FILED DECEMBER 21, 1964 IN THE OFFICE OF THE LASSEN COUNTY RECORDER, IN BOOK 5 OF MAPS, AT PAGES 53 AND 54

The cost of said destruction or removal proposed to be assessed against the said real property is \$450.00.

FURTHER NOTICE IS HEREBY GIVEN that on Wednesday, the 7th day of October, 2015 at the hour of 7:00 P.M. in the Council Chambers of City Hall, of the City of Susanville, located at 66 North Lassen Street, Susanville, Lassen County, California, the report of the City Administrator on the cost of destruction or removal of weeds or rubbish and the assessment list thereof will be presented to the City Council for consideration, correction and confirmation and that at said time and place any and all persons interested in or having any objections to said report of list of proposed assessments, or to any matter or thing contained therein may appear and be heard. The failure to make any objection to said report and list shall be deemed a waiver of the same.

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

Dated: 9-22-15



Jared G. Hancock, City Administrator
City of Susanville

BILL FOR LABOR

DAVID M. READ
1007 MARK STREET
SUSANVILLE, CA 96130
H: (530) 257-3245 C: (530) 260-1245

Submitted to:

(530) 257-5152

07-15-15

Dan Weaver, Fire Captain
Susanville Fire Dept.
1505 Main Street
Susanville, CA 96130

JOB LOCATION:

31 Monrovia Susanville, CA 96130
(Lassen Co APN# 107-155-35)

JOB DESCRIPTION:

Cut and removal of 3' tall weeds/grass: non-ornamental vegetation to less than 4" on entire lot. Remove tree branches in yard, remove all litter and rubbish (as defined in the City of Susanville Municipal Code). Litter consisting of: 10 Large bags of trash already bagged, removal of 1 twin size bed in yard, removal of 4 large rolls of garbage carpet, return of Grocery Outlet Shopping cart to establishment.

COST ESTIMATE:

\$75.00 - Dump run for Carpet (as quoted by: Bass Hill Landfill: \$75.00 per ton)

\$70.00 - Dump/Trash/Green waste

Labor: - \$ 100.00

TOTAL:

\$250.00

I furnished labor and materials in complete accordance with the above specifications.

Dated:

07-31-15



David M. Read

RESOLUTION NO. 15-5222
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
850 PLUMAS STREET (APN 107-191-19) AND CONFIRMING ASSESSMENT
AND LIEN AGAINST SAID PROPERTY

WHEREAS, California Government Code Section 39501 et seq. Authorized the City Council to adopt an ordinance to require and provide for the removal from property, lands, or lots of weeds, rubbish or other material dangerous or injurious to neighboring property or the health or welfare of residents of the vicinity and make the cost of removal a lien upon the property; and

WHEREAS, the City Council having heretofore adopted that certain ordinance contained in the Susanville Municipal Code, Chapter 8.28 "Weed and Rubbish Abatement", and

WHEREAS, said Chapter 8.28 provides that a procedure is established to abate weeds and rubbish from private property and to impose a lien and assessment upon the property and/or to sell the property to collect the lien; and

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 850 Plumas Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$530.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on December 7, 2015 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Secretary of Veteran Affairs

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 850 Plumas Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$530.00;
2. That the said assessment shall constitute and be a lien on the interest of Secretary of Veteran Affairs in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 7, 2015 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Brian R. Wilson, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 15-5222** was adopted at a regular meeting of the Susanville City Council held on the 7th day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

850 Plumas Street (APN #107-191-19)

LOTS 13 AND 15 IN BLOCK L-1, AS SHOWN ON THE MAP OF LASSEN, LASSEN COUNTY CALIFORNIA, FILED JULY 6, 1912 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS, AT PAGE 27

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

NOTICE IS HEREBY GIVEN that pursuant to the provision of Susanville Municipal Code, Title 8, Chapter 8.28, the Fire Chief has destroyed or removed weeds or rubbish from the real property owner, occupied, rented, managed or controlled by you and from the portions of streets, alleys, and sidewalks adjoining the same, which real property is described as follows:

850 Plumas Street (APN #107-191-19)

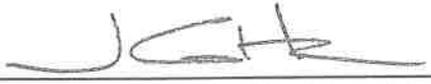
LOTS 13 AND 15 IN BLOCK L-1, AS SHOWN ON THE MAP OF LASSEN, LASSEN COUNTY CALIFORNIA, FILED JULY 6, 1912 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS, AT PAGE 27.

The cost of said destruction or removal proposed to be assessed against the said real property is \$530.00.

FURTHER NOTICE IS HEREBY GIVEN that on Wednesday, the 7th day of October, 2015 at the hour of 7:00 P.M. in the Council Chambers of City Hall, of the City of Susanville, located at 66 North Lassen Street, Susanville, Lassen County, California, the report of the City Administrator on the cost of destruction or removal of weeds or rubbish and the assessment list thereof will be presented to the City Council for consideration, correction and confirmation and that at said time and place any and all persons interested in or having any objections to said report of list of proposed assessments, or to any matter or thing contained therein may appear and be heard. The failure to make any objection to said report and list shall be deemed a waiver of the same.

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

Dated: 9-22-15



Jared G. Hancock, City Administrator
City of Susanville

BILL FOR LABOR

DAVID M. READ
1007 MARK STREET
SUSANVILLE, CA 96130
H: (530) 257-3245 C: (530) 260-1245

Submitted to:

(530) 257-5152

07-15-15

Dan Weaver, Fire Captain
Susanville Fire Dept.
1505 Main Street
Susanville, CA 96130

JOB LOCATION:

850 Plumas Susanville, CA 96130
(Lassen Co APN# 107-192-10)

JOB DESCRIPTION:

Cut and removal of 3' tall THICK weeds/grass: non-ornamental vegetation to less than 4" on entire lot. Remove all litter and rubbish (as defined in the City of Susanville Municipal Code). Cut and removal of branches hanging from neighbors yard hanging into property. Litter consisting of: Baby Play Pen, Large pile of household Trash, Misc Kid's toys, old boards from broken shed. Due to extreme high weeds/grass in back and side yard, unable to ascertain what other trash/and or debris needs to be removed.

COST ESTIMATE:

\$100.00 - Dump runs for trash.
\$30.00 - Dump runs for Green waste
Labor: - \$ 200.00

TOTAL:

\$330.00

I furnished labor and materials in complete accordance with the above specifications.

Dated:

07-31-15

David M. Read

David M. Read

Reviewed by: HW City Administrator
 City Attorney

 Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 15-5211, Approving and authorizing Mayor to execute MOU with the Miscellaneous bargaining unit

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: An agreement has been reached with the Miscellaneous bargaining unit regarding language clarifications for work schedule, overtime and unit positions and the following changes have been approved:

- For the period from July 1, 2015 through June 30, 2016 salaries shall be increased by 1%.
- Work schedule: *"The CITY may assign employees to an alternate work schedule."*
- Overtime language to state: *"The City agrees that all hours worked in excess of forty (40) hours per week, or normal assigned shift hours (8 or 9) hours per day, including vacation time and sick leave time, or hours worked on a holiday designated in the employee manual, will be counted as hours worked, and shall be compensated for at a rate of 1.5 times the regular rate of pay."*
- Position List as listed in MOU

The MOU is pending ratification by City Council.

FISCAL IMPACT: Increase in current annual salary and benefits \$4,814.22

ACTION REQUESTED: Motion to approve Resolution No. 15-5211 Approving and authorizing Mayor to execute MOU with the Miscellaneous bargaining unit.

ATTACHMENTS: Resolution No. 15-5211
Miscellaneous Unit Memorandum of Understanding

RESOLUTION NO. 15-5211
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH THE MISCELLANEOUS BARGAINING UNIT FOR FISCAL
YEAR 2015/2016

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

WHEREAS, the Bargaining Unit has ratified the respective agreement; and

WHEREAS, the agreement has been negotiated within the parameters established by City Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Susanville that the Memorandum of Understanding with the Miscellaneous bargaining unit for the period of July 1, 2015 through June 30, 2016 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor is authorized to sign the Memorandum of Understanding upon formal signing by the Unit.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 15-5211 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of October, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

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

July 1, 2015 through and including June 30, 2016

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1 **INTRODUCTION**

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

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

2 **EMPLOYEE RIGHTS**

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

3 **CITY RIGHTS**

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

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

- B In addition, the CITY specifically retains all the rights, subject to the provisions of this MOU, to take whatever actions and set whatever policies it deems necessary, with appropriate notification to UNIT employees.
- C This section will not operate to deny any employee rights guaranteed by applicable law, including the Meyers-Milias-Brown Act.

4 NON-DISCRIMINATION

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

5 UNIT RECOGNITION

- A Acknowledgment: The CITY agrees to acknowledge the Operating Engineers Local Union No. 3 as the only recognized employee organization representing the non-management employees itemized in Exhibit A of this MOU.
- B Payroll Deduction/Dues: For those UNIT full-time, regular employees itemized in Exhibit A, the CITY will deduct from their wages the regular monthly dues. Such dues shall be deducted and transmitted to the Union upon voluntary, revocable, written authorization of the UNIT employees in a manner complying with legal requirements. Written authorization forms will be provided by the CITY unless submitted by the Union. The Union agrees to hold harmless and indemnify the CITY for any liability the CITY should incur from any mistakes, negligence or intentional wrong sustained as a result of this service; provided, however, that the proper amount as specified by the Union has been deducted and paid over.

6 UNIT DESCRIPTION

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

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

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

B Salaries:

For the period from July 1, 2015 through June 30, 2016 salaries shall be increased by 1% as shown in Exhibit B of the City of Susanville Global Range and Step Matrix.

C Longevity:

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

D SDI:

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

8 IRS SECTION 125 PLAN, DEFERRED COMPENSATION

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

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

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

9 CONTINUING EDUCATION

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

10 RETIREMENT

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

11 **WORK SCHEDULE**

A Work Period:

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

B Work Week:

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

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

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

C The CITY may assign employees to an alternative work schedule.

12 **HOLIDAYS**

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

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

13 **UNIFORM ALLOWANCE**

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

14 **OVERTIME**

A The City agrees that all hours worked in excess of forty (40) hours per week, or normal assigned shift hours (8 or 9) hours per day, including vacation time and sick leave time, or hours worked on a holiday designated in the employee manual, will

be counted as hours worked, and shall be compensated for at a rate of 1.5 times the regular rate of pay.

- B The assignment of overtime will be at the CITY'S sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime work in advance. When an employee cannot work unscheduled overtime, for whatever reason, such action will not be considered insubordination and no other sanctions will be imposed on the employee.
- C The CITY shall have the right to require employees to work whenever necessary.
- D The CITY shall grant either pay for overtime, pursuant to Section 14.A of this MOU, or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select cash or compensating time off.
- E No employee subject to the terms of this MOU shall accrue more than 240 hours of compensatory time off. Employees may elect to receive lump sum cash out for compensatory time off in June and December. Lump sum cash out may not exceed 80 hours in any one fiscal year.
- F An employee who is called in to work (non-scheduled overtime) after clocking out shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- G An employee who works more than ten consecutive hours shall receive a meal allowance of \$13.50.
- H If an employee is required to work at one or more of the following City special events (Easter, Fishing Derby, Junior Rodeo, Rodeo, Quarter Horse Show, Christmas Tree Lighting or Main Street Cruise), employee shall receive two times their regular salary rate for the hours worked.

15 HEALTH, DENTAL, VISION INSURANCE

- A Effective July 1, 2013 the City shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$30 per month towards the current plan premium. City will continue to research options for the best cost-effective coverage, at its discretion. The City reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the City shall pay for such benefits. If the insurance provider is changed and the cost is less than \$952 per month per employee, the City shall cap

the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.

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

16 GROUP LIFE INSURANCE

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

17 EMPLOYEE SICK LEAVE

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

18 MILITARY LEAVE

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

19 JURY DUTY

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

20 **VACATION LEAVE**

Employees shall accrue vacation at the following rate:

0-1 years	3.69 hrs per pay period
1-5 years	4.62 hrs per pay period
5-10 years	5.23 hrs per pay period
10-15 years	6.15 hrs per pay period
15-20 years	7.69 hrs per pay period
20+ years	9.23 hrs per pay period

21 **FAMILY ILLNESS LEAVE**

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

22 **BEREAVEMENT LEAVE**

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

23 **LAYOFF POLICY**

Purpose:

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

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

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

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

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

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

C Seniority Determination:

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

Procedure:

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

D Re-employment:

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

24 PAST PRACTICES

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

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

25 GRIEVANCE/DISCIPLINE PROCEDURES

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

26 SOLE AGREEMENT

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

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

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

27 SAVINGS CLAUSE

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

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

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

28 TERM OF THE MEMORANDUM OF UNDERSTANDING

This MOU shall remain in effect for the period of July 1, 2015 through and including June 30, 2016 or until a successor agreement is rendered, unless a specific provision provides for a different commencement and/or termination date.

Dated this _____ day of _____, 2015.

29 **AUTHORIZED SIGNATURES**

CITY OF SUSANVILLE

OPERATING ENGINEERS LOCAL NO. 3,
MISCELLANEOUS UNIT

Brian R. Wilson, Mayor

Russ Burns, Business Manager

Jared G. Hancock, City Administrator

Carl Goff, President

ATTEST:

Gwenna MacDonald, City Clerk

Jim Sullivan, Rec/Corr Secretary

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

Art Frolli, Business Representative

Rick Davis, Director of Public Employees

Arlene Zelano, Employee Representative

EXHIBIT A
MISCELLANEOUS UNIT
Position Schedule/Salary Ranges
July 1, 2015 through June 30, 2016

<u>POSITION</u>	<u>RANGE</u>
Account Technician Administrative Staff Assistant	124
Community Services Officer	132
Administrative Specialist	134
Administrative Assistant Accounting Technician I	138
Accounting Technician II	142

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX
2015-2016 MISCELLANEOUS MOU

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	614.00	644.70	676.94	710.79	746.33	783.65	822.82
102	629.35	660.83	693.87	728.56	765.00	803.23	842.18
103	644.70	676.94	710.79	746.33	783.65	822.82	863.97
104	660.83	693.87	728.56	765.00	803.23	842.18	885.56
105	676.94	710.79	746.33	783.65	822.82	863.97	907.15
106	693.87	728.56	765.00	803.23	842.18	885.56	929.84
107	710.79	746.33	783.65	822.82	863.97	907.15	952.51
108	728.56	765.00	803.23	842.18	885.56	929.84	976.32
109	746.33	783.65	822.82	863.97	907.15	952.51	1,000.13
110	765.00	803.23	842.18	885.56	929.84	976.32	1,025.13
111	783.65	822.82	863.97	907.15	952.51	1,000.13	1,050.13
112	803.23	842.18	885.56	929.84	976.32	1,025.13	1,076.39
113	822.82	863.97	907.15	952.51	1,000.13	1,050.13	1,102.64
114	843.39	885.56	929.84	976.32	1,025.13	1,076.39	1,130.22
115	863.97	907.15	952.51	1,000.13	1,050.13	1,102.64	1,157.80
116	885.56	929.84	976.32	1,025.13	1,076.39	1,130.22	1,186.75
117	907.15	952.51	1,000.13	1,050.13	1,102.64	1,157.80	1,215.69
118	929.84	976.32	1,025.13	1,076.39	1,130.22	1,186.75	1,246.08
119	952.51	1,000.13	1,050.13	1,102.64	1,157.80	1,215.69	1,276.48
120	976.32	1,025.13	1,076.39	1,130.22	1,186.75	1,246.08	1,308.39
121	1,000.13	1,050.13	1,102.64	1,157.80	1,215.69	1,276.48	1,340.30
122	1,025.13	1,076.39	1,130.22	1,186.75	1,246.08	1,308.39	1,373.80
123	1,050.13	1,102.64	1,157.80	1,215.69	1,276.48	1,340.30	1,407.30
124	1,076.39	1,130.22	1,186.75	1,246.08	1,308.39	1,373.80	1,442.49
125	1,102.64	1,157.80	1,215.69	1,276.48	1,340.30	1,407.30	1,477.67
126	1,130.22	1,186.75	1,246.08	1,308.39	1,373.80	1,442.49	1,514.62
127	1,157.80	1,215.69	1,276.48	1,340.30	1,407.30	1,477.67	1,551.55
128	1,186.75	1,246.08	1,308.39	1,373.80	1,442.49	1,514.62	1,590.36
129	1,215.69	1,276.48	1,340.30	1,407.30	1,477.67	1,551.55	1,629.13
130	1,246.08	1,308.39	1,373.80	1,442.49	1,514.62	1,590.36	1,669.87
131	1,276.48	1,340.30	1,407.30	1,477.67	1,551.55	1,629.13	1,710.59
132	1,308.39	1,373.80	1,442.49	1,514.62	1,590.36	1,669.87	1,753.36
133	1,340.30	1,407.30	1,477.67	1,551.55	1,629.13	1,710.59	1,796.13
134	1,373.80	1,442.49	1,514.62	1,590.36	1,669.87	1,753.36	1,841.04
135	1,407.30	1,477.67	1,551.55	1,629.13	1,710.59	1,796.13	1,885.94
136	1,442.49	1,514.62	1,590.36	1,669.87	1,753.36	1,841.04	1,933.09
137	1,477.67	1,551.55	1,629.13	1,710.59	1,796.13	1,885.94	1,990.23
138	1,514.62	1,590.36	1,669.87	1,753.36	1,841.04	1,933.09	2,029.74
139	1,551.55	1,629.13	1,710.59	1,796.13	1,885.94	1,980.23	2,079.25
140	1,590.36	1,669.87	1,753.36	1,841.04	1,933.09	2,029.74	2,131.23
141	1,629.13	1,710.59	1,796.13	1,885.94	1,980.23	2,079.25	2,183.21
142	1,669.87	1,753.36	1,841.04	1,933.09	2,029.74	2,131.23	2,232.80
143	1,710.59	1,796.13	1,885.94	1,980.23	2,079.25	2,183.21	2,292.38
144	1,753.36	1,841.04	1,933.09	2,029.74	2,131.23	2,232.80	2,349.69
145	1,796.13	1,885.94	1,980.23	2,079.25	2,183.21	2,292.38	2,467.17
146	1,841.04	1,933.09	2,029.74	2,131.23	2,232.80	2,349.69	2,527.34
147	1,885.94	1,980.23	2,079.25	2,183.21	2,292.38	2,406.99	2,590.52
148	1,933.09	2,029.74	2,131.23	2,232.80	2,349.69	2,467.17	2,653.71
149	1,980.23	2,079.25	2,183.21	2,292.38	2,406.99	2,527.34	2,720.64
150	2,029.74	2,131.23	2,232.80	2,349.69	2,467.17	2,590.52	2,788.38
151	2,079.25	2,183.21	2,292.38	2,406.99	2,527.34	2,653.71	2,856.05
152	2,131.23	2,232.80	2,349.69	2,467.17	2,590.52	2,720.64	2,925.70
153	2,183.21	2,292.38	2,406.99	2,527.34	2,653.71	2,788.38	2,996.85
154	2,237.80	2,349.69	2,467.17	2,590.52	2,720.64	2,856.05	3,071.99
155	2,292.38	2,406.99	2,527.34	2,653.71	2,788.38	2,925.70	3,148.79
156	2,349.69	2,467.17	2,590.52	2,720.64	2,856.05	2,996.85	3,225.59
157	2,406.99	2,527.34	2,653.71	2,788.38	2,925.70	3,071.99	3,306.23
158	2,467.17	2,590.52	2,720.64	2,856.05	2,996.85	3,148.79	3,386.87
159	2,527.34	2,653.71	2,788.38	2,925.70	3,071.99	3,225.59	3,471.54
160	2,590.52	2,720.64	2,856.05	2,996.85	3,148.79	3,306.23	3,556.22
161	2,653.71	2,788.38	2,925.70	3,071.99	3,225.59	3,386.87	3,645.13
162	2,720.64	2,856.05	2,996.85	3,148.79	3,306.23	3,471.54	3,734.02
163	2,788.38	2,925.70	3,071.99	3,225.59	3,386.87	3,566.22	3,827.39
164	2,856.05	2,996.85	3,148.79	3,306.23	3,471.54	3,645.13	3,920.74
165	2,925.70	3,071.99	3,225.59	3,386.87	3,566.22	3,734.02	4,018.75
166	2,996.85	3,148.79	3,306.23	3,471.54	3,645.13	3,827.39	4,116.77
167	3,071.99	3,225.59	3,386.87	3,566.22	3,734.02	3,920.74	4,219.69
168	3,148.79	3,306.23	3,471.54	3,645.13	3,827.39	4,018.75	4,322.60
169	3,225.59	3,386.87	3,566.22	3,734.02	3,920.74	4,116.77	4,430.66
170	3,306.23	3,471.54	3,645.13	3,827.39	4,018.75	4,219.69	4,538.72
171	3,386.87	3,566.22	3,734.02	3,920.74	4,116.77	4,322.60	4,652.19
172	3,471.54	3,645.13	3,827.39	4,018.75	4,219.69	4,322.60	4,766.66
173	3,556.22	3,734.02	3,920.74	4,116.77	4,322.60	4,538.72	4,884.81
174	3,645.13	3,827.39	4,018.75	4,219.69	4,322.60	4,538.72	5,003.94
175	3,734.02	3,920.74	4,116.77	4,322.60	4,538.72	4,766.66	5,129.04
176	3,827.39	4,018.75	4,219.69	4,322.60	4,538.72	4,766.66	5,254.14
177	3,920.74	4,116.77	4,322.60	4,538.72	4,766.66	4,994.61	5,385.50
178	4,018.75	4,219.69	4,322.60	4,538.72	4,766.66	4,994.61	5,516.85
179	4,116.77	4,322.60	4,538.72	4,766.66	4,994.61	5,254.14	5,654.77
180	4,219.69	4,322.60	4,538.72	4,766.66	4,994.61	5,254.14	5,792.69
181	4,322.60	4,538.72	4,766.66	4,994.61	5,254.14	5,516.85	5,937.50
182	4,430.66	4,652.19	4,884.81	5,129.04	5,385.50	5,654.77	6,082.32
183	4,538.72	4,766.66	5,003.94	5,254.14	5,516.85	5,792.69	6,234.39
184	4,652.19	4,884.81	5,129.04	5,385.50	5,654.77	5,937.50	6,386.45
185	4,766.66	5,003.94	5,254.14	5,516.85	5,792.69	6,082.32	6,546.10
186	4,884.81	5,129.04	5,385.50	5,654.77	5,937.50	6,234.39	6,705.76
187	5,003.94	5,254.14	5,516.85	5,792.69	6,082.32	6,386.45	6,873.40
188	5,129.04	5,385.50	5,654.77	5,937.50	6,234.39	6,546.10	7,041.04
189	5,254.14	5,516.85	5,792.69	6,082.32	6,386.45	6,705.76	7,210.70
190	5,385.50	5,654.77	6,082.32	6,386.45	6,705.76	7,041.04	7,393.10
191	5,516.85	5,792.69	6,234.39	6,546.10	6,873.40	7,210.70	7,577.93
192	5,654.77	5,937.50	6,386.45	6,705.76	7,041.04	7,393.10	7,762.75
193	5,792.69	6,082.32	6,546.10	6,873.40	7,210.70	7,577.93	7,956.82
194	5,937.50	6,234.39	6,705.76	7,041.04	7,393.10	7,762.75	8,150.89
195	6,082.32	6,386.45	6,873.40	7,210.70	7,577.93	7,956.82	8,354.66
196	6,234.39	6,546.10	7,041.04	7,393.10	7,762.75	8,150.89	8,558.43
197	6,386.45	6,705.76	7,210.70	7,577.93	7,956.82	8,354.66	8,772.40
198	6,546.10	6,873.40	7,393.10	7,762.75	8,150.89	8,558.43	8,986.35
199	6,705.76	7,041.04	7,577.93	7,956.82	8,354.66	8,772.40	9,211.02
200	6,873.40	7,210.70	7,762.75	8,150.89	8,558.43	8,986.35	

Reviewed by: HW City Administrator
_____ City Attorney

_____ Motion Only
_____ Public Hearing
_____ Resolution
_____ Ordinance
_____ Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5212**, Approving and authorizing Mayor to execute MOU with the Public Works bargaining unit

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: An agreement has been reached with the Public Works bargaining unit regarding on-call status compensation and the following changes have been approved:

- For the period from July 1, 2015 through June 30, 2016 salaries shall be increased by 1%.
- Overtime language to state "...An employee assigned on-call duty shall be compensated at the rate of **20% of the employee's base hourly wage** per hour for each hour of such duty"

The MOU is pending ratification by City Council.

FISCAL IMPACT: Increase in current annual salary and benefits \$35,126.85

ACTION REQUESTED: Motion to approve Resolution No. 15-5212 Approving and authorizing Mayor to execute MOU with the Public Works bargaining unit.

ATTACHMENTS: Resolution No. 15-5212
Public Works Unit Memorandum of Understanding

RESOLUTION NO. 15-5212
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH THE PUBLIC WORKS BARGAINING UNIT FOR FISCAL
YEAR 2015/2016

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

WHEREAS, the Bargaining Unit has ratified the respective agreement; and

WHEREAS, the agreement has been negotiated within the parameters established by City Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Susanville that the Memorandum of Understanding with the Public Works bargaining unit for the period of July 1, 2015 through June 30, 2016 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor is authorized to sign the Memorandum of Understanding upon formal signing by the Unit.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 15-5212 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of October, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

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

July 1, 2015 through and including June 30, 2016

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1 **INTRODUCTION**

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

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

2 **EMPLOYEE RIGHTS**

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

3 **CITY RIGHTS**

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

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

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

4 NON-DISCRIMINATION

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

5 UNIT RECOGNITION

A Acknowledgment:

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

B Payroll Deduction/Dues:

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

6 UNIT DESCRIPTION

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

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

A Pay Period:

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

B Salaries:
For the period from July 1, 2015 through June 30, 2016 salaries shall be increased by 1% as shown in Exhibit B of the City's Global Range and Step Matrix.

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

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

8 **IRS SECTION 125 PLAN, DEFERRED COMPENSATION**

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

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

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

9 **RETIREMENT**

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

10 **WORK SCHEDULE**

A Work Period:
If a standard eight-hour/10-day pay period is worked, the work period for this UNIT shall begin at midnight Saturday and end at midnight the following Friday. Employees shall normally be scheduled for two consecutive days off.

B Work Week:

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

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

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

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

11 HOLIDAYS

A The holidays listed in the Employee Manual will be recognized as eight-hour holidays.

B Full-time, regular employees required to work on any of these holidays shall be entitled to paid overtime or receive compensatory time off for such work at 1.5 times their regular salary, in addition to receiving holiday pay.

12 UNIFORM ALLOWANCE

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

13 OVERTIME

A The assignment of overtime will be at the CITY'S sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime work in advance.

B The CITY shall have the right to require employees to work whenever necessary.

C The CITY shall grant either pay for overtime, pursuant to Section 13.A of this MOU, or compensatory time off at the rate of 1.5 times the number of overtime

hours worked. It shall be the employee's option to select cash or compensating time off.

- D No employee subject to the terms of the MOU shall accrue more than 240 hours of compensatory time off. Employee may elect to receive lump sum cash out for compensatory time between September 1 and December 1 of each year of this MOU. Lump sum cash out may not exceed 40 hours in any one fiscal year.
- E An employee who is called in to work one hour or more following conclusion of the work shift, or a previous call in, shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- F An employee who works more than ten consecutive hours shall receive a meal allowance of \$15.00.
- G When warranted, and in the interest of CITY operations, Department Heads, or their designee, may assign employees to "on-call" status. "On-call" duty is an assigned duty outside the normal work-week assignment during which an employee must remain where he can be contacted by telephone, or other device, and he is ready for immediate call-back to his department to perform an essential service. An employee assigned on-call duty shall be compensated at the rate of 20% of employee's base hourly wage per hour for each hour of such duty.
- H If an employee is required to work at one or more of the following City special events (Lassen County Fair Parade, Main Cruise, Veterans' Parade, Christmas Parade or Halloween festivities), he shall receive two times his regular salary rate for the hours worked.
- I The CITY agrees that all hours worked in excess of forty (40) hours per week, or normal assigned shift hours (8 or 9) hours per day, including vacation time and sick leave time, or hours worked on a holiday designated in the employee manual, will be counted as hours worked, and shall be compensated for at a rate of 1.5 times the regular rate of pay.

14 HEALTH, DENTAL and VISION INSURANCE

- A Effective July 1, 2013 the City shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$30 per month towards the current plan premium. City will continue to research options for the best cost-effective coverage, at its discretion. The City reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the City shall pay for such benefits. If the insurance provider is changed and the cost is less than \$952 per month per employee, the City shall cap

the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.

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

15 GROUP LIFE INSURANCE

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

16 HEARING TEST

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

17 EMPLOYEE SICK LEAVE

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

18 MILITARY LEAVE

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

19 **JURY DUTY**

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

20 **VACATION**

- A Employees in this UNIT shall earn vacation credit as outlined in the Employee Manual.
- B In order that employees obtain the maximum benefit for themselves, each vacation should be taken in a single period, if possible. It is desirable that vacations not be split to less than one calendar week. It is recognized by the CITY that employees may want to save a few vacation days to be taken at their discretion throughout the year.
- C Vacation schedules will be arranged to avoid the necessity of work stoppage, slowing down of work or need for additional help.
- D The time at which the employee shall be granted a vacation is at the sole discretion of the Department Head. The employee's preference will be taken into account as far as possible. The predominant factor to be considered will be the CITY's needs.
- E Subject to the provisions of Section 20.D above, vacation will be taken in accordance with departmental seniority regardless of classification or job assignment.

21 **FAMILY ILLNESS LEAVE**

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

22 **BEREAVEMENT LEAVE**

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

23 **LAYOFF POLICY**

- A **Purpose:**
It is recognized by the UNIT that when, due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees, the layoff procedure shall protect the right of the CITY to retain the

most qualified employees while also recognizing the relative seniority of affected employees. The following layoff policy is adopted to accomplish this purpose.

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

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

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

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

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

C Seniority Determination:

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

Procedure:

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

D Re-employment:

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

24 PAST PRACTICES

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

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

25 GRIEVANCE/DISCIPLINE PROCEDURES

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

26 SOLE AGREEMENT

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

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

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

27 SAVINGS CLAUSE

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

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

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

28 SPECIAL LICENSES

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

29 WORKERS' COMPENSATION BONUS

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

30 TERM OF THE MEMORANDUM OF UNDERSTANDING

This MOU shall remain in effect for the period of July 1, 2015 through and including June 30, 2016 or until a successor agreement is rendered, unless a specific provision provides for a different commencement and/or termination date.

Dated this _____ day of _____, 2015

31 AUTHORIZED SIGNATURES

CITY OF SUSANVILLE

OPERATING ENGINEERS LOCAL UNION
NO. 3, PUBLIC WORKS EMPLOYEES

Brian R. Wilson, Mayor

Russ Burns, Business Manager

Jared G. Hancock, City Administrator

Carl Goff, President

ATTEST:

Gwenna MacDonald, City Clerk

Jim Sullivan, Rec/Corr Secretary

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

Rick Davis, Director of Public Employees

Art Frolli, Business Representative

Reuben Downing, Employee Representative

Robert Godman, Employee Representative

**EXHIBIT A
PUBLIC WORKS UNIT
SALARY RANGES
FY 2015/2016**

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

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX
2015-2016 PUBLIC WORKS MOU

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	614.00	644.70	676.94	710.79	746.33	783.65	822.82
102	629.35	660.83	693.87	728.56	765.00	803.23	842.18
103	644.70	676.94	710.79	746.33	783.65	822.82	863.97
104	660.83	693.87	728.56	765.00	803.23	842.18	885.56
105	676.94	710.79	746.33	783.65	822.82	863.97	907.15
106	693.87	728.56	765.00	803.23	842.18	885.56	929.84
107	710.79	746.33	783.65	822.82	863.97	907.15	952.51
108	728.56	765.00	803.23	842.18	885.56	929.84	976.32
109	746.33	783.65	822.82	863.97	907.15	952.51	1,000.13
110	765.00	803.23	842.18	885.56	929.84	976.32	1,025.13
111	783.65	822.82	863.97	907.15	952.51	1,000.13	1,050.13
112	803.23	842.18	885.56	929.84	976.32	1,025.13	1,076.39
113	822.82	863.97	907.15	952.51	1,000.13	1,050.13	1,102.64
114	843.39	885.56	929.84	976.32	1,025.13	1,076.39	1,130.22
115	863.97	907.15	952.51	1,000.13	1,050.13	1,102.64	1,157.80
116	885.56	929.84	976.32	1,025.13	1,076.39	1,130.22	1,186.75
117	907.15	952.51	1,000.13	1,050.13	1,102.64	1,157.80	1,215.69
118	929.84	976.32	1,025.13	1,076.39	1,130.22	1,186.75	1,246.08
119	952.51	1,000.13	1,050.13	1,102.64	1,157.80	1,215.69	1,276.48
120	976.32	1,025.13	1,076.39	1,130.22	1,186.75	1,246.08	1,308.39
121	1,000.13	1,050.13	1,102.64	1,157.80	1,215.69	1,276.48	1,340.30
122	1,025.13	1,076.39	1,130.22	1,186.75	1,246.08	1,308.39	1,373.80
123	1,050.13	1,102.64	1,157.80	1,215.69	1,276.48	1,340.30	1,407.30
124	1,076.39	1,130.22	1,186.75	1,246.08	1,308.39	1,373.80	1,442.49
125	1,102.64	1,157.80	1,215.69	1,276.48	1,340.30	1,407.30	1,477.67
126	1,130.22	1,186.75	1,246.08	1,308.39	1,373.80	1,442.49	1,514.62
127	1,157.80	1,215.69	1,276.48	1,340.30	1,407.30	1,477.67	1,551.55
128	1,186.75	1,246.08	1,308.39	1,373.80	1,442.49	1,514.62	1,589.35
129	1,215.69	1,276.48	1,340.30	1,407.30	1,477.67	1,551.55	1,629.13
130	1,246.08	1,308.39	1,373.80	1,442.49	1,514.62	1,590.35	1,669.87
131	1,276.48	1,340.30	1,407.30	1,477.67	1,551.55	1,629.13	1,710.59
132	1,308.39	1,373.80	1,442.49	1,514.62	1,590.35	1,669.87	1,753.36
133	1,340.30	1,407.30	1,477.67	1,551.55	1,629.13	1,710.59	1,796.13
134	1,373.80	1,442.49	1,514.62	1,590.35	1,669.87	1,753.36	1,841.04
135	1,407.30	1,477.67	1,551.55	1,629.13	1,710.59	1,796.13	1,885.94
136	1,442.49	1,514.62	1,590.35	1,669.87	1,753.36	1,841.04	1,933.09
137	1,477.67	1,551.55	1,629.13	1,710.59	1,796.13	1,885.94	1,980.23
138	1,514.62	1,590.35	1,669.87	1,753.36	1,841.04	1,933.09	2,029.74
139	1,551.55	1,629.13	1,710.59	1,796.13	1,885.94	1,980.23	2,079.25
140	1,590.35	1,669.87	1,753.36	1,841.04	1,933.09	2,029.74	2,131.23
141	1,629.13	1,710.59	1,796.13	1,885.94	1,980.23	2,079.25	2,183.21
142	1,669.87	1,753.36	1,841.04	1,933.09	2,029.74	2,131.23	2,237.80
143	1,710.59	1,796.13	1,885.94	1,980.23	2,079.25	2,183.21	2,292.58
144	1,753.36	1,841.04	1,933.09	2,029.74	2,131.23	2,237.80	2,349.69
145	1,796.13	1,885.94	1,980.23	2,079.25	2,183.21	2,292.58	2,406.99
146	1,841.04	1,933.09	2,029.74	2,131.23	2,237.80	2,349.69	2,467.17
147	1,885.94	1,980.23	2,079.25	2,183.21	2,292.58	2,406.99	2,527.34
148	1,933.09	2,029.74	2,131.23	2,237.80	2,349.69	2,467.17	2,590.52
149	1,980.23	2,079.25	2,183.21	2,292.58	2,406.99	2,527.34	2,653.71
150	2,029.74	2,131.23	2,237.80	2,349.69	2,467.17	2,590.52	2,720.04
151	2,079.25	2,183.21	2,292.58	2,406.99	2,527.34	2,653.71	2,786.38
152	2,131.23	2,237.80	2,349.69	2,467.17	2,590.52	2,720.04	2,856.05
153	2,183.21	2,292.58	2,406.99	2,527.34	2,653.71	2,786.38	2,925.70
154	2,237.80	2,349.69	2,467.17	2,590.52	2,720.04	2,856.05	2,998.85
155	2,292.58	2,406.99	2,527.34	2,653.71	2,786.38	2,925.70	3,071.99
156	2,349.69	2,467.17	2,590.52	2,720.04	2,856.05	2,998.85	3,148.79
157	2,406.99	2,527.34	2,653.71	2,786.38	2,925.70	3,071.99	3,225.59
158	2,467.17	2,590.52	2,720.04	2,856.05	2,998.85	3,148.79	3,308.23
159	2,527.34	2,653.71	2,786.38	2,925.70	3,071.99	3,225.59	3,396.87
160	2,590.52	2,720.04	2,856.05	2,998.85	3,148.79	3,308.23	3,471.54
161	2,653.71	2,786.38	2,925.70	3,071.99	3,225.59	3,396.87	3,552.22
162	2,720.04	2,856.05	2,998.85	3,148.79	3,308.23	3,471.54	3,645.13
163	2,786.38	2,925.70	3,071.99	3,225.59	3,396.87	3,566.22	3,734.02
164	2,856.05	2,998.85	3,148.79	3,308.23	3,471.54	3,645.13	3,827.39
165	2,925.70	3,071.99	3,225.59	3,396.87	3,566.22	3,734.02	3,920.74
166	2,998.85	3,148.79	3,308.23	3,471.54	3,645.13	3,827.39	4,018.75
167	3,071.99	3,225.59	3,396.87	3,566.22	3,734.02	3,920.74	4,116.77
168	3,148.79	3,308.23	3,471.54	3,645.13	3,827.39	4,018.75	4,219.69
169	3,225.59	3,396.87	3,566.22	3,734.02	3,920.74	4,116.77	4,322.80
170	3,308.23	3,471.54	3,645.13	3,827.39	4,018.75	4,219.69	4,430.66
171	3,396.87	3,566.22	3,734.02	3,920.74	4,116.77	4,322.80	4,538.72
172	3,471.54	3,645.13	3,827.39	4,018.75	4,219.69	4,430.66	4,652.19
173	3,556.22	3,734.02	3,920.74	4,116.77	4,322.80	4,538.72	4,765.66
174	3,645.13	3,827.39	4,018.75	4,219.69	4,430.66	4,652.19	4,884.81
175	3,734.02	3,920.74	4,116.77	4,322.80	4,538.72	4,765.66	5,003.94
176	3,827.39	4,018.75	4,219.69	4,430.66	4,652.19	4,884.81	5,129.04
177	3,920.74	4,116.77	4,322.80	4,538.72	4,765.66	5,003.94	5,254.14
178	4,018.75	4,219.69	4,430.66	4,652.19	4,884.81	5,129.04	5,385.50
179	4,116.77	4,322.80	4,538.72	4,765.66	5,003.94	5,254.14	5,516.85
180	4,219.69	4,430.66	4,652.19	4,884.81	5,129.04	5,385.50	5,654.77
181	4,322.80	4,538.72	4,765.66	5,003.94	5,254.14	5,516.85	5,792.69
182	4,430.66	4,652.19	4,884.81	5,129.04	5,385.50	5,654.77	5,937.50
183	4,538.72	4,765.66	5,003.94	5,254.14	5,516.85	5,792.69	6,082.32
184	4,652.19	4,884.81	5,129.04	5,385.50	5,654.77	5,937.50	6,234.39
185	4,765.66	5,003.94	5,254.14	5,516.85	5,792.69	6,082.32	6,386.45
186	4,884.81	5,129.04	5,385.50	5,654.77	5,937.50	6,234.39	6,546.10
187	5,003.94	5,254.14	5,516.85	5,792.69	6,082.32	6,386.45	6,705.76
188	5,129.04	5,385.50	5,654.77	5,937.50	6,234.39	6,546.10	6,873.40
189	5,254.14	5,516.85	5,792.69	6,082.32	6,386.45	6,705.76	7,041.04
190	5,385.50	5,654.77	5,937.50	6,234.39	6,546.10	6,873.40	7,217.07
191	5,516.85	5,792.69	6,082.32	6,386.45	6,705.76	7,041.04	7,393.10
192	5,654.77	5,937.50	6,234.39	6,546.10	6,873.40	7,217.07	7,577.93
193	5,792.69	6,082.32	6,386.45	6,705.76	7,041.04	7,393.10	7,762.75
194	5,937.50	6,234.39	6,546.10	6,873.40	7,217.07	7,577.93	7,956.82
195	6,082.32	6,386.45	6,705.76	7,041.04	7,393.10	7,762.75	8,150.89
196	6,234.39	6,546.10	6,873.40	7,217.07	7,577.93	7,956.82	8,354.66
197	6,386.45	6,705.76	7,041.04	7,393.10	7,762.75	8,150.89	8,558.43
198	6,546.10	6,873.40	7,217.07	7,577.93	7,956.82	8,354.66	8,772.40
199	6,705.76	7,041.04	7,393.10	7,762.75	8,150.89	8,558.43	8,986.35
200	6,873.40	7,217.07	7,577.93	7,956.82	8,354.66	8,772.40	9,211.02

Reviewed by: HW City Administrator
_____ City Attorney

_____ Motion Only
_____ Public Hearing
_____ Resolution
_____ Ordinance
_____ Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5223**, Approving and authorizing Mayor to execute MOU with the Fire Fighters bargaining unit

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: An agreement has been reached with the Fire Fighters bargaining unit regarding salary increase and retirement language and the following changes have been approved:

- Salary matrix to take effect the beginning of next pay period following the ratification by both parties.
- Retirement shall read: *"Fire Personnel: the CITY shall make its share of the contribution for each eligible employee under its existing retirement program to the Public Employees Retirement System for 3% at 50, single highest year. Legacy members will be responsible for paying 9% member contributions effect moving forward."*

The MOU is pending ratification by City Council.

FISCAL IMPACT: Increase in current annual salary and benefits \$20,506.00

ACTION REQUESTED: Motion to approve Resolution No. 15-5223 Approving and authorizing Mayor to execute MOU with the Fire Fighters bargaining unit.

ATTACHMENTS: Resolution No. 15-5223
Fire Fighters Unit Memorandum of Understanding

RESOLUTION NO. 15-5223
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH THE FIRE FIGHTER BARGAINING UNIT FOR FISCAL
YEAR 2015/2016

WHEREAS, the City of Susanville and representatives from the Fire Fighter bargaining unit have negotiated a labor agreement according to the requirements of the Meyers-Miliias-Brown Act; and

WHEREAS, the Bargaining Unit has ratified the respective agreement; and

WHEREAS, the agreement has been negotiated within the parameters established by City Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Susanville that the Memorandum of Understanding with the Fire Fighter bargaining unit for the period of July 1, 2015 through June 30, 2016 is hereby approved.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 15-5223 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of October, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

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

July 1, 2015 through and including June 30, 2016

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1 INTRODUCTION

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

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

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

2 EMPLOYEE RIGHTS

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

3 CITY RIGHTS

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

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

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

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

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

4 **NONDISCRIMINATION**

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

5 **UNIT RECOGNITION**

A **Acknowledgment:**

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

B **Payroll Deduction/Dues**

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

6 **UNIT DESCRIPTION**

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

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

A **Pay Period:**

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

B **Salaries:**

Salary matrix to take effect the beginning of next pay period following the ratification by both parties as shown in Exhibit B of the City of Susanville Global

Range and Step Matrix.

C Longevity:

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

D Merit Pay:

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

E Professional/Educational Incentive Program:

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

1 Fire Officer Certification:

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

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

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

3 Baccalaureate Degree:

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

4 Northern California Hazardous Materials Response Team:

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

5 California State Fire Marshal Career Track:

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

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

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

F Training and Certification Costs:

The CITY will pay approved training costs and all costs associated with obtaining and maintaining certifications required by the CITY.

G Flex Staffing:

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

H Professional Development Plan:

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

8 UNIFORMS

A During the term of this MOU, the CITY shall provide each employee in this Unit with an annual uniform allowance of \$700.00. Such uniform allowance shall be paid annually in June.

B New-hires will receive a \$500 uniform allowance upon hire and receive the annual \$700 uniform allowance paid in June.

9 PHYSICAL FITNESS EQUIPMENT

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

Physical Fitness and Wellness Program:

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

10 IRS SECTION 125 PLAN; DEFERRED COMPENSATION

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

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

11 RETIREMENT

- A Fire Personnel: The CITY shall make its share of the contribution for each eligible Fire employee under its existing retirement program to the Public Employees Retirement System for 3% at 50, single highest year. Legacy members will be responsible for paying 9% member contribution effective moving forward.
- B New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPRA.

12 WORK SCHEDULE

- A Fire Department shift personnel covered by this MOU shall work a 56-hour week (averaged over a year) which shall consist of working 24-hour shifts in each work cycle, on the formula of 24 hours on-duty, 24 off-duty, 24 on-duty, 24 off-duty and 96 off duty. This work schedule equates to a 28-day work period (224 hours).
- B A "working day" of "week day" shall be defined as one-fifth (or 11.2 hours) of the employee's work week, whenever those terms are used in this MOU for vacation, holidays, family illness and bereavement days.
- C From time to time personnel from the Unit may be assigned to a 40-hour work week instead of the usual 24-hour shift schedule. This type of assignment will be observed as follows:
 - 1 If the 40-hour assignment is temporary in nature (e.g., one month or less) the assignee will continue to receive vacation/sick leave accrual at their appropriate 24-hour shift rate.
 - 2 If the 40-hour position becomes a permanent Unit classification, the assignee will accrue vacation/sick leave at their shift rate until a six-month probationary period has been successfully completed. At that time, the assignee will convert to the appropriate accruals for their time in service as per the 40-hour work schedule formula.
 - 3 Any person in this Unit assigned to a 40-hour schedule will continue to be represented by the Fire Fighters Unit and be entitled to the benefits of that MOU, except in any areas where the shift benefits and 40-hour MOU benefits conflict.

13 HOLIDAYS

- A An employee in the Unit who works on a holiday as defined in the Employee Manual shall receive 11.2 hours of straight-time pay in addition to regular pay for

each holiday worked. All employees in the Unit will be paid an amount equivalent to six holidays at a rate of 11.2 hours per holiday annually on the pay period preceding December 15.

- B Employee's birthday (or a substitute day to be selected by mutual agreement between the employee and CITY). Each employee covered by this MOU shall receive one 24-hour shift off with pay for his/her birthday. This floating leave shift is offered whether or not the employee is scheduled to work on the birthday. This leave may be taken on the employee's actual birthday or on an alternate day mutually agreed to the employee and CITY. However, if an alternate day is selected, the leave time must be taken within the current fiscal year. The CITY will not incur any overtime pay as the result of this holiday. The employee requesting time off shall advise the Fire Chief ninety days in advance of the birthday or day of leave.

14 VACATION

- A Employees in this Unit shall earn vacation credit as set forth in the Employee Manual.
- B In order that employees obtain the maximum benefit for themselves, each vacation should be taken in a single period, if possible. It is desirable that vacations not be split to less than one calendar week.
- C Vacation schedules will be arranged to avoid the necessity of work stoppage, slowing down of work, or need for additional help.
- D The time at which the employee shall be granted a vacation is at the sole discretion of the Department Head. The employee's preference will be taken into account as far as possible. The predominant factor to be considered will be the CITY's needs.
- E Subject to the provisions of Section 14.D. above, vacation will be taken in accordance with departmental seniority regardless of classification or job assignment.
- F Vacation time shall be understood as shift time charged based upon a 24-hour period credit in lieu of an eight-hour credit.

15 OVERTIME

- A The CITY agrees that all hours worked in excess of 224 hours in a 28-day work period shall be compensated for at the rate of 1.5 times the regular rate of pay.
- B The assignment of overtime will be at the CITY's sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime in advance.

- C The CITY shall have the right to require employees to work whenever necessary.
- D The CITY shall grant either pay for overtime pursuant to Section 13 of the MOU or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select pay or compensating time off. No employee shall accrue more than 240 hours of compensatory time off. An employee may elect to receive lump sum cash out for compensatory time between September 1 and December 1 of each year of this MOU.
- E An employee who is called in to work for any period one hour or more following the conclusion of the work shift or a previous call-in, shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- F Overtime is defined as time worked in excess of 224 hours. Time worked shall include time absent with pay, such as vacation time, compensatory time off, sick leave, emergency leave, family leave or bereavement leave. Time worked will not include time worked as a result of voluntary shift trades.

16 HEALTH, DENTAL and VISION INSURANCE

- A Effective July 1, 2013 the City shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$30 per month towards the current plan premium. City will continue to research options for the best cost-effective coverage, at its discretion. The City reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the City shall pay for such benefits. If the insurance provider is changed and the cost is less than \$952 per month per employee, the City shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- B Health insurance will be made available to retirees with no minimum vesting, if allowed under the current plan. Retirees will be eligible to purchase health insurance under the abovementioned plan with the vesting requirement if allowed by the plan. A credit of 50 percent of accumulated sick leave at time of retirement, capped at \$15,000, will be paid out per month toward 50 percent of the premium. This amount is subject to CalPERS regulations.

17 ACTING DUTY OFFICER

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

returning to the former position, the employee will receive the salary he would have received had he remained in the former position.

18 SALARY PROTECTION PLAN

A The CITY will pay an amount not to exceed \$187 per contract year per employee of the premium amount for a salary protection insurance plan. The payment will either be in the form of a reimbursement to each employee who participates in the salary protection plan, or by direct payment to the company providing the salary protection program.

B This benefit amount (\$187) is for a salary protection plan only and cannot be applied to any other program, nor can any employee receive cash in lieu of this benefit.

19 EMPLOYEE'S SICK LEAVE

A Employees within this Unit will receive 12 hours of sick or accident allowance for each full month of employment up to a total of 144 hours allowance per calendar year, unlimited accumulation.

B Sick leave will be administered according to the rules in the Employee Manual.

C Sick leave benefits are payable only for an employee's regularly scheduled work days on which he or she is off as a result of the employee's illness or accident.

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

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

20 MILITARY LEAVE

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

21 JURY DUTY

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

22 FAMILY ILLNESS LEAVE

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

23 BEREAVEMENT LEAVE

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

24 LAYOFF POLICY

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

A Section 1:

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

B Section 2:

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

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

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

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

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

C Section 3:

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

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

D Section 4:

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

25 California Emergency Management Agency (CalEMA)

The CITY provides fire fighting services to CalEMA under a contract between the CITY and CalEMA. Personnel assignments under the CalEMA contract will be made by the Fire Chief, based upon contractual and operational requirements. Whenever possible, fire fighters' wishes as to whether the assignment is desired will be considered. Any fire fighter so assigned will keep a record of time worked in the manner prescribed and will be compensated according to the compensation provisions of this MOU and the Fair Labor Standards Act, i.e., straight-time for services under the CalEMA contract service on regular duty days, and time and one-half for services on non-duty days. All monies received for services provided under the CalEMA contract will be accounted for in the Fire Department budget.

26 PAST PRACTICES

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

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

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

27 SOLE AGREEMENT

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

- B If, during its term, the parties hereto should mutually agree to modify, amend or alter the provisions of the MOU in any respect, any such change shall be effective only if, and when, reduced to writing and executed by the authorized representatives of the CITY and the Unit. Any such changes validly made shall become a part of this MOU and subject to its terms.
- C The CITY shall pay all costs associated with members of the Unit obtaining and maintaining special vehicle operator's licenses, EMT/First Responder licenses, and all inoculations required by the CITY.

28 SAVINGS CLAUSE

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

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

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

29 TERM OF THE MEMORANDUM OF UNDERSTANDING

This MOU shall remain in effect for the period of July 1, 2015, through and including June 30, 2016, or until a successor agreement is reached, unless a specific provision provides for a different commencement and/or termination date. The provisions of this MOU shall not, however, take effect until ratified by both the City Council of the City of Susanville and the general membership of the bargaining unit.

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

Dated this _____ day of _____, 2015.

30 SIGNATURES

CITY OF SUSANVILLE

OPERATING ENGINEERS LOCAL
UNION NO. 3, FIRE FIGHTERS

Brian R. Wilson, Mayor

Russ Burns, Business Manager

Jared G. Hancock, City Administrator

Carl Goff, President

Gwenna MacDonald, City Clerk

Jim Sullivan, Rec/Corr Secretary

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

Rick Davis, Director of Public Employees

Art Frolli, Business Representative

John Daniel Weaver, Employee Representative

**EXHIBIT A
FIRE FIGHTERS
POSITION CLASSIFICATION SCHEDULE
July 1, 2015 through June 30, 2016**

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

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX

2015-2016 FIRE MOU

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
101	685.17	719.43	755.40	793.17	832.83	874.47	918.19
102	702.30	737.41	774.28	813.00	853.65	896.33	941.15
103	719.43	755.40	793.17	832.83	874.47	918.19	964.10
104	737.41	774.28	813.00	853.65	896.33	941.15	988.20
105	755.40	793.17	832.83	874.47	918.19	964.10	1,012.30
106	774.28	813.00	853.65	896.33	941.15	988.20	1,037.61
107	793.17	832.83	874.47	918.19	964.10	1,012.30	1,062.92
108	813.00	853.65	896.33	941.15	988.20	1,037.61	1,089.49
109	832.83	874.47	918.19	964.10	1,012.30	1,062.92	1,116.07
110	853.65	896.33	941.15	988.20	1,037.61	1,089.49	1,143.87
111	874.47	918.19	964.10	1,012.30	1,062.92	1,116.07	1,171.87
112	896.33	941.15	988.20	1,037.61	1,089.49	1,143.87	1,201.17
113	918.19	964.10	1,012.30	1,062.92	1,116.07	1,171.87	1,230.46
114	941.15	988.20	1,037.61	1,089.49	1,143.87	1,201.17	1,261.22
115	964.10	1,012.30	1,062.92	1,116.07	1,171.87	1,230.46	1,291.99
116	988.20	1,037.61	1,089.49	1,143.87	1,201.17	1,261.22	1,324.29
117	1,012.30	1,062.92	1,116.07	1,171.87	1,230.46	1,291.99	1,356.58
118	1,037.61	1,089.49	1,143.87	1,201.17	1,261.22	1,324.29	1,390.50
119	1,062.92	1,116.07	1,171.87	1,230.46	1,291.99	1,356.58	1,424.41
120	1,089.49	1,143.87	1,201.17	1,261.22	1,324.29	1,390.50	1,460.03
121	1,116.07	1,171.87	1,230.46	1,291.99	1,356.58	1,424.41	1,495.63
122	1,143.87	1,201.17	1,261.22	1,324.29	1,390.50	1,460.03	1,533.03
123	1,171.87	1,230.46	1,291.99	1,356.58	1,424.41	1,495.63	1,570.42
124	1,201.17	1,261.22	1,324.29	1,390.50	1,460.03	1,533.03	1,609.68
125	1,230.46	1,291.99	1,356.58	1,424.41	1,495.63	1,570.42	1,648.94
126	1,261.22	1,324.29	1,390.50	1,460.03	1,533.03	1,609.68	1,690.16
127	1,291.99	1,356.58	1,424.41	1,495.63	1,570.42	1,648.94	1,731.38
128	1,324.29	1,390.50	1,460.03	1,533.03	1,609.68	1,690.16	1,774.67
129	1,356.58	1,424.41	1,495.63	1,570.42	1,648.94	1,731.38	1,817.95
130	1,390.50	1,460.03	1,533.03	1,609.68	1,690.16	1,774.67	1,863.40
131	1,424.41	1,495.63	1,570.42	1,648.94	1,731.38	1,817.95	1,908.85
132	1,460.03	1,533.03	1,609.68	1,690.16	1,774.67	1,863.40	1,956.57
133	1,495.63	1,570.42	1,648.94	1,731.38	1,817.95	1,908.85	2,004.29
134	1,533.03	1,609.68	1,690.16	1,774.67	1,863.40	1,956.57	2,054.40
135	1,570.42	1,648.94	1,731.38	1,817.95	1,908.85	2,004.29	2,104.51
136	1,609.68	1,690.16	1,774.67	1,863.40	1,956.57	2,054.40	2,157.12
137	1,648.94	1,731.38	1,817.95	1,908.85	2,004.29	2,104.51	2,209.73
138	1,690.16	1,774.67	1,863.40	1,956.57	2,054.40	2,157.12	2,264.98
139	1,731.38	1,817.95	1,908.85	2,004.29	2,104.51	2,209.73	2,320.22
140	1,774.67	1,863.40	1,956.57	2,054.40	2,157.12	2,264.98	2,378.23
141	1,817.95	1,908.85	2,004.29	2,104.51	2,209.73	2,320.22	2,436.23
142	1,863.40	1,956.57	2,054.40	2,157.12	2,264.98	2,378.23	2,497.14
143	1,908.85	2,004.29	2,104.51	2,209.73	2,320.22	2,436.23	2,558.04
144	1,956.57	2,054.40	2,157.12	2,264.98	2,378.23	2,497.14	2,622.00
145	2,004.29	2,104.51	2,209.73	2,320.22	2,436.23	2,558.04	2,685.94
146	2,054.40	2,157.12	2,264.98	2,378.23	2,497.14	2,622.00	2,753.10
147	2,104.51	2,209.73	2,320.22	2,436.23	2,558.04	2,685.94	2,820.24
148	2,157.12	2,264.98	2,378.23	2,497.14	2,622.00	2,753.10	2,890.75
149	2,209.73	2,320.22	2,436.23	2,558.04	2,685.94	2,820.24	2,961.25
150	2,264.98	2,378.23	2,497.14	2,622.00	2,753.10	2,890.75	3,035.29
151	2,320.22	2,436.23	2,558.04	2,685.94	2,820.24	2,961.25	3,109.32
152	2,378.23	2,497.14	2,622.00	2,753.10	2,890.75	3,035.29	3,187.05
153	2,436.23	2,558.04	2,685.94	2,820.24	2,961.25	3,109.32	3,264.78
154	2,497.14	2,622.00	2,753.10	2,890.75	3,035.29	3,187.05	3,346.41
155	2,558.04	2,685.94	2,820.24	2,961.25	3,109.32	3,264.78	3,428.02
156	2,622.00	2,753.10	2,890.75	3,035.29	3,187.05	3,346.41	3,513.73
157	2,685.94	2,820.24	2,961.25	3,109.32	3,264.78	3,428.02	3,599.42
158	2,753.10	2,890.75	3,035.29	3,187.05	3,346.41	3,513.73	3,689.41
159	2,820.24	2,961.25	3,109.32	3,264.78	3,428.02	3,599.42	3,779.39
160	2,890.75	3,035.29	3,187.05	3,346.41	3,513.73	3,689.41	3,873.88
161	2,961.25	3,109.32	3,264.78	3,428.02	3,599.42	3,779.39	3,968.36
162	3,035.29	3,187.05	3,346.41	3,513.73	3,689.41	3,873.88	4,067.58
163	3,109.32	3,264.78	3,428.02	3,599.42	3,779.39	3,968.36	4,166.78
164	3,187.05	3,346.41	3,513.73	3,689.41	3,873.88	4,067.58	4,270.96
165	3,264.78	3,428.02	3,599.42	3,779.39	3,968.36	4,166.78	4,375.12
166	3,346.41	3,513.73	3,689.41	3,873.88	4,067.58	4,270.96	4,484.50
167	3,428.02	3,599.42	3,779.39	3,968.36	4,166.78	4,375.12	4,593.88
168	3,513.73	3,689.41	3,873.88	4,067.58	4,270.96	4,484.50	4,708.73
169	3,599.42	3,779.39	3,968.36	4,166.78	4,375.12	4,593.88	4,823.57
170	3,689.41	3,873.88	4,067.58	4,270.96	4,484.50	4,708.73	4,944.18
171	3,779.39	3,968.36	4,166.78	4,375.12	4,593.88	4,823.57	5,064.75
172	3,873.88	4,067.58	4,270.96	4,484.50	4,708.73	4,944.18	5,191.37
173	3,968.36	4,166.78	4,375.12	4,593.88	4,823.57	5,064.75	5,317.99
174	4,067.58	4,270.96	4,484.50	4,708.73	4,944.18	5,191.37	5,450.94
175	4,166.78	4,375.12	4,593.88	4,823.57	5,064.75	5,317.99	5,583.89
176	4,270.96	4,484.50	4,708.73	4,944.18	5,191.37	5,450.96	5,723.51
177	4,375.12	4,593.88	4,823.57	5,064.75	5,317.99	5,583.89	5,862.99
178	4,484.50	4,708.73	4,944.18	5,191.37	5,450.96	5,723.51	6,009.70
179	4,593.88	4,823.57	5,064.75	5,317.99	5,583.89	5,862.99	6,156.14
180	4,708.73	4,944.18	5,191.37	5,450.96	5,723.51	6,009.68	6,310.17
181	4,823.57	5,064.75	5,317.99	5,583.89	5,862.99	6,156.14	6,463.95
182	4,944.18	5,191.37	5,450.96	5,723.51	6,009.68	6,310.16	6,625.67
183	5,064.75	5,317.99	5,583.89	5,862.99	6,156.14	6,463.95	6,787.15
184	5,191.37	5,450.96	5,723.51	6,009.68	6,310.16	6,625.67	6,956.95
185	5,317.99	5,583.89	5,862.99	6,156.14	6,463.95	6,787.14	7,126.50
186	5,450.96	5,723.51	6,009.68	6,310.17	6,625.67	6,956.96	7,304.81
187	5,583.89	5,862.99	6,156.14	6,463.95	6,787.14	7,126.50	7,482.83
188	5,723.51	6,009.68	6,310.17	6,625.67	6,956.96	7,304.80	7,670.04
189	5,862.99	6,156.14	6,463.95	6,787.14	7,126.50	7,482.82	7,856.97
190	6,009.68	6,310.16	6,625.67	6,956.95	7,304.80	7,670.04	8,053.54
191	6,156.14	6,463.94	6,787.14	7,126.50	7,482.82	7,856.97	8,249.81
192	6,310.17	6,625.68	6,956.96	7,304.81	7,670.05	8,053.55	8,456.23
193	6,463.95	6,787.15	7,126.50	7,482.83	7,856.97	8,249.82	8,662.31
194	6,625.67	6,956.96	7,304.80	7,670.05	8,053.55	8,456.23	8,879.04
195	6,787.15	7,126.51	7,482.83	7,856.97	8,249.82	8,662.31	9,095.43
196	6,956.96	7,304.81	7,670.05	8,053.55	8,456.23	8,879.04	9,322.99
197	7,126.51	7,482.83	7,856.98	8,249.83	8,662.32	9,095.43	9,550.20
198	7,304.80	7,670.04	8,053.54	8,456.22	8,879.03	9,322.99	9,789.13
199	7,482.83	7,856.96	8,249.83	8,662.32	9,095.43	9,550.20	10,027.71
200	7,670.04	8,053.54	8,456.22	8,879.03	9,322.99	9,789.13	10,278.58

Reviewed by: City Administrator
 City Attorney

 Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Arlene F. Zelano, Administrative Assistant

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5213** amending Fire Department Out of Area Fire budget for fiscal year 2015/2016

PRESENTED BY: James Moore, Fire Chief

SUMMARY: California Office of Emergency Services OES Engine 8335 has been deployed since August 25, 2015 with four personnel on three separate fires within the State. The 2015/2016 budget for Out of Area Fires is \$30,000 in revenues and expenditures, with current estimates of revenues from OES for these incidents in excess of \$145,000. In order to reimburse personnel for providing fire suppression services, it is necessary to increase both revenues and expenditures in the Out of Area Fires budget by \$120,000 to cover the cost of providing personnel and equipment resources to help mitigate the emergencies.

FISCAL IMPACT: Increase to fire department 2015/2016 Out of Area Fires revenue and expenditures budget by \$120,000.

ACTION REQUESTED: Motion to approve Resolution No. 15-5213 and increase the fire department 2015/2016 Out of Area Fires revenues and expenditure budgets by \$120,000.

ATTACHMENTS:

- Resolution No. 15-5213

RESOLUTION NO. 15-5213
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
INCREASING THE FIRE DEPARTMENT OUT OF AREA FIRES BUDGET
FOR FISCAL YEAR 2015-2016

WHEREAS, wild land fires are burning in the State and the City of Susanville Fire Department personnel and equipment are providing resources to help mitigate the emergencies; and

WHEREAS, the Susanville Fire Department deployed California Office of Emergency Services OES Engine 8335 on August 25, 2015 with four personnel to the River Complex Incident, the Rough Incident and the Valley Incident; and

WHEREAS, \$30,000 was budgeted in fiscal year 2015/2016 for Out of Area fires; and

WHEREAS, estimated revenues from the Office of Emergency Services for 2015/2016 are in excess of \$145,000; and

WHEREAS, in order to reimburse personnel for providing fire suppression services, it is necessary to increase both revenues and expenditures in the Out of Area Fires budget by \$120,000 for the fiscal year 2015-2016.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville authorizes an increase to the Fire Department Out of Area Fires budget \$120,000 for fiscal year 2015-2016.

APPROVED: _____
Brian R. Wilson, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 15-5213 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of October 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by: AW City Administrator
 ___ City Attorney

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

Submitted by: Arlene F. Zelano, Administrative Assistant

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 15-5214 authorizing fire department employees portal to portal pay when assigned to an emergency incident under the CFAA Agreement

PRESENTED BY: James Moore, Fire Chief

SUMMARY: In January of 2015 the California Fire Assistance Agreement (CFAA) was modified and as part of the modification California Office of Emergency Services (OES) requires the filing of a resolution authorizing that the City of Susanville compensates all Fire Department personnel while on OES assignment from the time they leave to the time they return home. This reflects current City practice which is documented through the Memorandum of Understanding, however it must be stated by City Council resolution that the volunteer fire personnel are also paid on a portal to portal basis. Without a City Council Resolution on file at OES, the City will only receive partial reimbursement for the time that volunteer fire department staff work on the fire line at incidents. With the resolution on file, all costs associated with personnel assigned to emergency incidents under the CFAA Agreement will be reimbursable.

FISCAL IMPACT: None

ACTION REQUESTED: Motion to approve Resolution No. 15-5214 authorizing fire department employees portal to portal pay when assigned to an emergency incident under the CFAA Agreement

ATTACHMENTS:

- Resolution No. 15-5214
- Letter from California Office of Emergency Services

The foregoing Resolution No. 15-5214 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 7th day of October 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



September 17, 2015

RE: Portal to Portal Compensation (P2P)

Dear Chief:

We are in receipt of your attached (copy only) F-42(s), and are writing to inform you that your agency has NOT submitted a Memorandum of Understanding (MOU)/Memorandum of Agreement (MOA) or a Governing Body Resolution (GBR) that allows your personnel expenses to be reimbursed Portal to Portal.

The 2015 California Fire Assistance Agreement states (CFAA):
Exhibit "A", section A-8.2 of the 2015 CFAA, requires any agency seeking reimbursement of personnel for more than actual hours worked on the incident must file an MOU/MOA, Governing Body Resolution (GBR) or equivalent document with Cal OES Fire and Rescue Division, and have it approved by the committee. The MOU/MOA, GBR or equivalent document shall indicate how personnel will be paid." This documentation is due to Cal OES May 31, 2015. If an F-42 is submitted and the above documentation is not on file with Cal OES, the local agency has the option to have Cal OES hold the F-42 for processing for up to 90 days to allow for the agency seeking reimbursement to submit the necessary documentation. Upon verification that a MOU/MOA, GBR or equivalent document is not on file, Cal OES will notify the local agency in writing. If the local agency does not submit an MOU/MOA, GBR or equivalent document within the allowable 90 days, the F-42 will be processed, and the local agency will be paid for actual hours worked. It should be noted that by placing the F-42 on hold for up to the 90 days allowed to submit the MOU/MOA, GBR or equivalent document, will greatly increase the time to process the claim. This option of providing an MOU/MOA, GBR or equivalent document to Cal OES will sunset December 31, 2015, and in no way changes the terms of the 2015 CFAA.

As agreed by the California Fire Assistance Agreement Committee, we are honoring the 90 day grace period to allow your agency an opportunity to receive Portal to Portal compensation. If you do not provide an MOU/MOA or GBR within 90 calendar days from the OES Fire date stamp on your F-42(s), we will generate an invoice for your agency with actual hour compensation as noted above.

Name: Portal to Portal Compensation

Page Number: 2

If you do not have such a document already in place, and you meet the intent of the CFAA, Exhibit A, Clause A-1, and would like to refer to our SAMPLE RESOLUTIONS for a template, here are the links to both documents for your viewing:

Sample 1

<http://www.caloes.ca.gov/FireRescueSite/Documents/CalOES-2015%20Sample%20Resolution%20v1.pdf>

Sample 2

<http://www.caloes.ca.gov/FireRescueSite/Documents/CalOES-2015%20Sample%20Resolution%20v2.pdf>

We DO NOT need copies of the F-42(s) sent back to our office along with your supporting P2P documentation, as we have maintain the original(s) on file.

Please feel free to contact me with any questions you may have regarding this process. I can be reached by telephone at (916) 845-8711 or by e-mail at lori.lopez@caloes.ca.gov.

Thank you for your continued support of the Fire and Rescue Mutual Aid System and patience regarding this new requirement.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lori Lopez".

LORI LOPEZ
Emergency Services Coordinator

Reviewed by: City Administrator
 City Attorney

 Motion only
 Public Hearing
 X Resolution
 Ordinance
 Information

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5215** supporting Lassen County Chamber of Commerce (LCCC) 10th Annual Magical Country Christmas Celebration on Saturday, December 5, 2015

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Lassen County Chamber of Commerce (LCCC) requests City Council support for the 10th Annual Magical Country Christmas Celebration which includes a lighted Christmas parade, tree lighting, and fireworks display that will be staged from the Susanville Elk's Lodge. LCCC is requesting closure of Main Street (State Route 36) from Cottage Street to Weatherlow Street on Saturday, December 5, 2015, from 5:00 pm to 7:00 pm.

This event requires three (3) Street Division crewmembers to sweep Main Street (State Route 36) before and after the event and four (4) Public Works Department employees to set up, take down traffic control signs, and assist six (6) Police Officers with traffic control.

A Caltrans Encroachment Permit is required for the closure of Main Street. Caltrans does not charge the City and Encroachment Permit fee but they do require the City to accept all liability for this event as the Encroachment Permit Permittee.

FISCAL IMPACT:

10th Annual Magical Country Christmas Celebration: December 5, 2015

Public Works Dept. Estimated Costs	\$1,035
Police Dept. Estimated Costs	\$1,238
Lighting Estimated Costs	<u>\$ 465</u>
TOTAL ESTIMATED COST	\$2,738

ACTION REQUESTED:

Motion to approve Resolution Number 15-5215:

1. supporting the Lassen County Chamber of Commerce 10th Annual Magical Country Christmas Celebration to be held on December 5, 2015, from 5:00 pm to 7:00 pm;
2. supporting the closure Main Street (State Route 36) from Cottage Street to Weatherlow Street from 5:00 pm to 7:00 pm on Saturday, December 5, 2015, for the event;
3. authorizing the Public Works Director to execute a Caltrans Encroachment Permit application for the closure of Main Street (State Route 36) for the event as required.

ATTACHMENTS: Resolution Number 15-5215
 Letter of request from the Lassen County Chamber of Commerce

RESOLUTION NUMBER 15-5215

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
SUPPORTING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM COTTAGE
STREET TO WEATHERLOW STREET ON SATURDAY, DECEMBER 5, 2015, FROM
5:00 PM TO 7:00 PM AND AUTHORIZING PUBLIC WORKS DIRECTOR TO
EXECUTE A CALTRANS ENCROACHMENT PERMIT APPLICATION FOR THE
LASSEN COUNTY CHAMBER OF COMMERCE (LCCC) 10th ANNUAL MAGICAL
COUNTRY CHRISTMAS CELEBRATION**

WHEREAS, Lassen County Chamber of Commerce (LCCC) has requested City Council support of their 10th Annual Magical Country Christmas Celebration to be held on Saturday, December 5, 2015; and

WHEREAS, LCCC has requested authorization to close Main Street (State Route 36) from Cottage Street to Weatherlow Street from 5:00 pm to 7:00 pm on Saturday, December 5, 2015; and

WHEREAS, Caltrans requires an Encroachment Permit application to be submitted in order to close Main Street (State Route 36) for this event.

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

- 1) The City of Susanville supports and approves the Lassen County Chamber of Commerce (LCCC) 10th Annual Magical Country Christmas Celebration to be held on Saturday, December 5, 2015.
- 2) The City supports the closure Main Street (State Route 36) from Cottage Street to Weatherlow Street from 5:00 pm to 7:00 pm on Saturday, December 5, 2015, for the event.
- 3) The City Council authorizes the Public Works Director to execute a Caltrans Encroachment Permit Application for the closure of Main Street (State Route 36) for the event as required.

APPROVED: _____
Brian R. 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 7th day of October 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



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

March 11, 2015

Kristen Shepard
 City of Susanville Public Works
 720 South Street
 Susanville, Ca. 96130

Dear Kristen,

The Lassen County Chamber of Commerce has begun planning for the 2015 special event season. I am requesting encroachment permits for street closures and use of the banner poles as follows;

9th Annual Spring Home, Garden & Outdoor Show

Saturday, April 25, 2015, Lassen County Fairgrounds

We request use of the banner poles at all three locations for banners from April 11 thru 25, 2015.

Annual Main Street Cruise Classic Car Show 'N Shine
 Saturday, June 27, 2015, In Historic Uptown Susanville

We request the closure of Main Street, from Weatherlow Street to Roop Street, from 2pm – 6pm and the closure of Pancera Plaza on South Gay Street from Main Street to Cottage Street from 8am to 8pm for the annual Main Street Cruise Classic Car Show 'N Shine. Businesses in Pancera Plaza will be notified of the street closure. Alcohol will be served at the event and all necessary insurance and Alcoholic Beverage Control permits will be obtained. In addition to city police presence at the event, the Chamber will provide volunteer security personnel at the perimeter of the event.

We also request the use of the banner poles at all three locations from June 14-27, 2015.

10th Annual Magical Country Christmas Celebration
 Saturday, December 5, 2015, In Historic Uptown Susanville

The Chamber requests the street closure of Main Street, in Historic Uptown Susanville from Cottage to Weatherlow Street, from 5pm to 7pm, to hold the Christmas Celebration. The event will include a lighted Christmas Parade beginning at 6pm, tree lighting at 6:30pm, followed by fireworks display that will be staged from the Susanville Elk's Lodge.

We also request the use of the banner poles at all three locations from November 23 thru December 5, 2015 to hang Christmas event banners.

Should you have any questions regarding any of these events don't hesitate to contact me. Thank you in advance for all your time in helping the Chamber obtain the necessary permits so that these events are possible.

Best Regards,

A handwritten signature in cursive script that reads "Patricia Hagata".

Patricia Hagata
 Executive Director

Reviewed by: dw City Administrator
_____ City Attorney

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

PRESENTED BY: Dan Newton, Public Works Director

SUBJECT: **Resolution No. 15-5216** supporting the 23rd Annual Rails to Trails Festival and Handcar Races on Saturday, October 10, 2015, sponsored by Lassen Land & Trails Trust in partnership with the Lassen County Chamber of Commerce

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: Lassen Land & Trails Trust request City Council support for the 23rd Annual Rails to Trails Festival and Handcar Races. Lassen Land & Trails Trust is requesting closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 10, 2015, from 8:00 am to 4:00 pm.

This event requires two (2) Public Works Department employees to set up and take down traffic control signs.

FISCAL IMPACT:

23rd Annual Rails to Trails Festival and Handcar Races: October 10, 2015

Public Works Dept. Estimate Costs	<u>\$ 517</u>
TOTAL ESTIMATED COST	\$ 517

ACTION REQUESTED:

Motion to adopt Resolution Number 15-5216:

- 1) supporting the 23rd Annual Rails to Trails Festival and Handcar Races on Saturday, October 10, 2015, from 8:00 am to 4:00 pm, sponsored by Lassen Land & Trails Trust in partnership with the Lassen County Chamber of Commerce and
- 2) authorizing closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 10, 2015, from 8:00 am to 4:00 pm, for the event.

ATTACHMENTS: Resolution Number 15-5216
Letter of request submitted by Lassen Land & Trails Trust

RESOLUTION NUMBER 15-5216

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING CLOSURE OF RICHMOND ROAD FROM CYPRESS STREET TO
NORTH RAILROAD AVENUE ON SATURDAY, OCTOBER 10, 2015, FROM 8:00 AM
TO 4:00 PM FOR THE 23RD ANNUAL RAILS TO TRAILS FESTIVAL AND
HANDCAR RACES SPONSORED BY LASSEN LAND AND TRAILS TRUST IN
PARTNERSHIP WITH THE LASSEN COUNTY CHAMBER OF COMMERCE**

WHEREAS, Lassen Land and Trails Trust has requested City Council support of the 23rd Annual Rails to Trails Festival and Handcar Races on Saturday, October 10, 2015, from 8:00 am to 4:00 pm; and

WHEREAS, Lassen Land and Trails Trust has requested the closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 10, 2015, from 8:00 am to 4:00 pm; and

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

- 1) The City of Susanville supports and approves the 23rd Annual Rails to Trails Festival and Handcar Races to be held Saturday, October 10, 2015, from 8:00 am to 4:00 pm, sponsored by Lassen Land & Trails Trust in partnership with the Lassen County Chamber of Commerce.
- 2) The City Council authorizes the closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 10, 2015, from 8:00 am to 4:00 pm, for the event.

APPROVED: _____
Brian R. 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 7th day of October 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



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

September 11, 2015

City of Susanville Public Works Department
Attn: Kristin Shepard
Assistant to the Public Works Director
66 North Lassen Street
Susanville, CA 96130

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

Dear Kirsten,

Lassen Land and Trails Trust is partnering with the Lassen County Chamber of Commerce to present the 23rd Annual Rails to Trails Festival and Handcar Races on October 10, 2015 at the Historic Susanville Railroad Depot Interpretive Visitor Center, 601 Richmond Road.

We are requesting:

- Road closure from 8:00 a.m. to 4:00 p.m. on Richmond Road just south of North Railroad and north of Cypress Street, along the depot street frontage on Saturday, October 10, 2015.
- Use of six (7) of the City's folding barricades and two detour signs to aid the flow of traffic around the event during festival hours, 10:00 a.m. to 4:00 p.m. Placement will be just south of North Railroad (2), just north of Cypress Street (2) on Richmond Road, at the corner of Parkview and North Railroad (2) to prevent parking where we need to ensure clear visibility and access for emergency vehicles on a hazardous corner, one Richmond just north of North Railroad to, again, prevent parking in a restricted area. The Trust's volunteers can place the barricades in the correct locations and at the correct times, if the barricades can be delivered to the Historic Railroad Depot before end of business day on Friday October 9, 2015, so that they are secured overnight.

Thank you so much for your department's assistance and the city's support of this annual community-wide event which also welcomes so many visitors who are participating in the Bizz Johnson Marathon that weekend.

Please do not hesitate to call if you have any questions.

Sincerely,

Louise Jensen
Executive Director

Cc P. Hagata, LC Chamber of Commerce

Reviewed by: JSW City Administrator
 _____ City Attorney

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 15-5217 supporting Lassen County Veterans Association Annual Veterans Day Parade on Wednesday, November 11, 2015

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Lassen County Veterans Association requests City Council support for the Annual Veterans Day Parade. The Veterans Association is requesting closure of Main Street (State Route 36) from Fair Drive to the Veterans Memorial Building located at 1205 Main Street and Fair Drive between Russell Avenue and Main Street on Wednesday, November 11, 2015, from 11:00 am to 12:00 pm.

This event requires three (3) Street Division crewmembers to sweep Main Street (State Route 36) before and after the event and six (6) Public Works Department employees to set up, take down traffic control signs, and assist seven (7) Police Officers with traffic control.

A Caltrans Encroachment Permit is required for the closure of Main Street. Caltrans does not charge the City and Encroachment Permit fee but they do require the City to accept all liability for this event as the Encroachment Permit Permittee.

FISCAL IMPACT:

Veterans Day Parade: November 11, 2015

Public Works Dept. Estimate Costs	\$ 887
Police Dept. Estimated Costs	<u>\$ 866</u>
TOTAL ESTIMATED COST	\$1,753

ACTION REQUESTED:

Motion to approve Resolution Number 15-5217:

- 1) supporting the Lassen County Veterans Associations Annual Veterans Day Parade to be held on Wednesday, November 11, 2015, from 11:00 am to 12:00 pm;
- 2) supporting the closure Main (State Route 36) from Fair Drive to the Veterans Memorial Building located at 1205 Main Street from 11:00 am to 12:00 pm on Wednesday, November 11, 2015, for the event;
- 3) authorizing the closure Fair Drive from Russell Avenue to Main Street from 11:00 am to 12:00 pm on Wednesday, November 11, 2015, for the event; and
- 4) authorizing the Public Works Director to execute a Caltrans Encroachment Permit application for the closure of Main Street (State Route 36) for the event as required.

ATTACHMENTS: Resolution Number 15-5217
Letter of request from Lassen County Veterans Association

RESOLUTION NO. 15-5217

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
SUPPORTING CLOSURE OF MAIN STREET (STATE HIGHWAY ROUTE 36) FROM
FAIR DRIVE TO THE VETERAN'S MEMORIAL BUILDING LOCATED AT 1205 MAIN
STREET ON WEDNESDAY, NOVEMBER 11, 2015, FROM 11:00 AM TO 12:00 PM
FOR THE LASSEN COUNTY VETERAN'S ASSOCIATION VETERAN'S DAY
PARADE AND AUTHORIZING MAYOR TO EXECUTE CALTRANS'
ENCROACHMENT PERMIT APPLICATION**

WHEREAS, the Lassen County Veteran's Association has scheduled their Annual Veteran's Day Parade for Wednesday, November 11, 2015, from 11:00 am to 12:00 pm; and

WHEREAS, closure of Main Street (State Highway Route 36) from Fair Drive to the Veteran's Memorial Building located at 1205 Main Street is required for this event; and

WHEREAS, Caltrans requires an Encroachment Permit Application to be submitted in order to closure Main Street (State Highway Route 36) for this event.

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

- 1) The City of Susanville supports and approves Lassen County Veteran's Association's Annual Veteran's Day Parade to be held on Wednesday, November 11, 2015, from 11:00 am to 12:00 pm.
- 2) Mayor is authorized to execute the Caltrans Encroachment Permit Application for closure of Main Street (State Highway Route 36) from Fair Drive to the Veteran's Memorial Building located at 1205 Main Street.
- 3) The City of Susanville consents to closure of Fair Drive between Russell Avenue and Main Street for this event.

APPROVED: _____
Brian R. 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 7th day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



LASSEN COUNTY

VETERANS SERVICE OFFICE DEPARTMENT

1205 Main Street Susanville, CA 96130

530 251 8192 FAX: 530 251 4901

Susanville Public Works Dept.
SEP 23 2015
RECEIVED

23 September 2015

Dan Newton
City of Susanville
720 South St
Susanville, CA 96130

Dear Mr. Newton,

The Lassen County Veterans Association which is comprised of the American Legion, Veterans of Foreign Wars, Marine Corps League and Lassen 40 and 8 request the closure of Fair Drive and Highway 36 (Main Street). This temporary closure is for the Veterans Day parade scheduled for Wednesday 11 November 2015. The parade will begin at the National Guard Armory at 11:00 am and proceed from the gate down Fair Drive to Main Street and up to the Veterans Memorial Building. The Veterans Memorial Building is located at 1205 Main Street, directly across from the Lassen County High School. It is anticipated that parade participants will start to gather at 10:15 am.

Thank you for your assistance and if you have any questions please contact me at 252 4988.

Sincerely,

Cathy J. Strudle

Cathy J. Strudle

Department Head Veterans Service Office

Reviewed by: HW City Administrator
____ City Attorney

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 15-5218** approving Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned by Lessee, Lot #16

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: As part of the agreement between the City of Susanville and those currently owning hangars at the Susanville Municipal Airport, the City has first right of refusal when a current owner decides to sell his/her hangar. Staff has encountered an unusual situation where a hangar was equally co-owned and as part of a settlement agreement the interest of one owner was transferred to the second owner. During the transfer no value was assigned to the hangar, and staff has worked with the current owner to determine an appropriate value. In order to comply with the lease provisions offering the first right of refusal to the City, staff is recommending rejecting the option to purchase the 50 percent interest in Hangar #16 and to execute an amended lease agreement with the current owner.

FISCAL IMPACT: Possible \$26,323.50.

ACTION REQUESTED: Reject offer to purchase Hangar #16 and authorize mayor to sign an amended lease agreement

ATTACHMENTS: Letter of consideration from Frank Cady
Agreement Amending Airport Hangar land Lease Agreement, Hangar Owned by Lessee, Lot #16
Resolution No. 15-5218

RESOLUTION NUMBER 15-5218
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING MAYOR TO EXECUTE AN AGREEMENT AMENDING AIRPORT
HANGAR LAND LEASE AGREEMENT, HANGAR OWNED BY LESSEE, LOT #16

WHEREAS, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Lot #16 requires the Lessee (currently Frank Cady and Steven Pezzullo) 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 June 29, 2015, Frank Cady informed the City that his half-interest in the hangar on Lot #16 was part of a settlement agreement which stated his half-interest was to be transferred to Steven Pezzullo; and

WHEREAS, the City of Susanville opted to not purchase the half-interest in the hangar; and

WHEREAS, Frank Cady needs to be removed as half-interest owner from the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Lot #16 and Steven Pezzullo, already having half-interest in the hangar needs to be shown as being the sole owner to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Lot #16.

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

1. That Frank Cady is hereby removed as co-Lessee to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Hangar Lot No. 16 effective October 7, 2015.
2. Steven Pezzullo shall remain bound to all the terms and conditions of the aforesaid "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" and shall remain in full force and effect.
3. The Mayor and the City Clerk are authorized to execute an Agreement Amending Airport Hangar Land Lease Agreement, Hangar Owned By Lessee removing Frank Cady as co-Lessee and listing Steven Pezzullo as now being sole owner.

APPROVED: _____
Brian R. 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 7th day of October, 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

FRANK D. CADY CADY LAW FIRM

ATTORNEYS AND COUNSELORS AT LAW SINCE 1896
EST. 1896

MARTINDALE-HUBBELL™ BV® DISTINGUISHED™ PEER REVIEW RATED ATTORNEY

HON. JULIEN E. PARDEE (1853-1937)
JAMES "Gus" PARDEE (1881-1961)
HON. DONALD P. CADY (1912-1995)
HON. JAMES E. PARDEE (1917-1997)
FRANK D. CADY

Mail: PO Box 998
SUSANVILLE, CA 96130

Physical: 1516 Main St.
AREA CODE: (530)
TELEPHONE: 257-5555

Jared G. Hancock
City Administrator
City of Susanville
66 North Lassen Street
Susanville, CA 96130-3904

Re: Your Letter of 6-29-2015; Hangar 16

Dear Mr. Hancock,

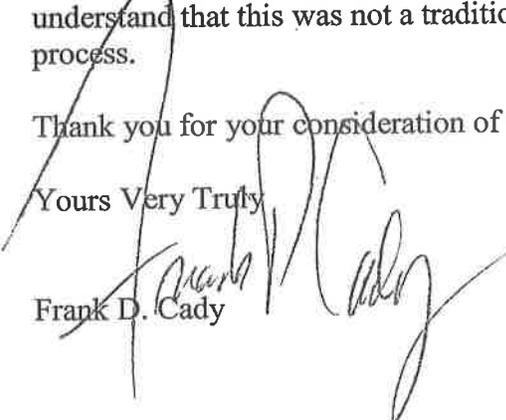
I am writing in response to your correspondence dated June 29, 2015. As I have previously stated, I no longer have an ownership interest in Hangar #16 at the Susanville Municipal Airport. My 50% interest in hangar #16 has been transferred to Mr. Pezzullo as part of a Settlement Agreement And Mutual Release of All Claims. Please see Lassen County Superior Court Case Number 160823. Due to the fact that the settlement included more than just my interest in the hangar, a specific dollar value was not assigned.

As you indicated in your letter, I believe that it is not unfair to assume that the value is approximately equivalent to 50% of the assessed value of the hangar or \$26,323.50. I request that the City Council accept the transfer of ownership to Mr. Pezzullo and understand that this was not a traditional sale and was executed pursuant to a court process.

Thank you for your consideration of this matter

Yours Very Truly

Frank D. Cady



**AGREEMENT AMENDING AIRPORT HANGAR LAND LEASE AGREEMENT,
HANGAR OWNED BY LESSEE, LOT #16**

This supplemental Agreement is made June 29, 2015, at Susanville, Lassen County, California, by City of Susanville, a municipal corporation and general law city, referred to in this Agreement as "Lessor", and Frank Cady and Steve Pezzullo, referred to in this Agreement as "Lessee".

Lessor is the owner of certain real property situated in Lassen County, referred to in this Agreement as "the property", described as Hangar Lot No. 16, at the Susanville Municipal Airport.

Lessor and Lessee executed that certain "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" on May 25, 2010. By the terms thereof, the property was leased to Lessee for a term of twenty (20) years, beginning May 25, 2010 and ending May 24, 2030.

Lessor and Lessee now desire to modify the Agreement to remove Frank Cady, as co-Lessee holding a half-interest, and amend the half-interest of Steve Pezzullo to reflect as full-interest Lessee.

THEREFORE, Lessor and Lessee agree as follows:

Frank Cady is hereby removed as co-Lessee to the Airport Hangar Land Lease Agreement, Hangar Owned By Lessee, Hangar Lot No. 16 effective June 29, 2015.

Steven Pezzullo, now sole owner, shall remain bound to all the terms and conditions of the aforesaid "Airport Hangar Land Lease Agreement, Hangar Owned By Lessee" shall remain in full force and effect.

IN WITNESS WHEREOF, Lessor by Resolution No. 15-5218 of the City Council of the City of Susanville, has caused this Agreement to be executed by the Mayor and attested by the City Clerk, and Lessee's have executed this Agreement on the date and year first above written.

LESSEES:

LESSOR:

Steven Pezzullo

Date

CITY OF SUSANVILLE

By: Brian Wilson, Mayor

ATTEST:

Gwenna Mac Donald, City Clerk

APPROVED AS TO FORM:

City Attorney

Reviewed by: AW City Administrator
_____ City Attorney

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 15-5219 supporting Historical Uptown Susanville Association (HUSA) Safe and Sane Halloween event on Friday, October 30, 2015

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Historical Uptown Susanville Association (HUSA) requests City Council support for the Safe and Sane Halloween event. HUSA is requesting closure of Main Street (State Route 36) from Roop Street to Weatherlow Street on Friday, October 30, 2015, from 3:00 pm to 5:00 pm.

This event requires three (3) Street Division crewmembers to sweep Main Street (State Highway Route 36) before and after the event and four (4) Public Works Department employees to set up, take down traffic control signs, and assist six (6) Police Officers with traffic control.

A Caltrans Encroachment Permit is required for the closure of Main Street. Caltrans does not charge the City and Encroachment Permit fee but they do require the City to accept all liability for this event as the Encroachment Permit Permittee.

FISCAL IMPACT:

Safe and Sane Halloween: October 30, 2015

Public Works Dept. Estimated Costs	\$1,035
Police Dept. Estimated Costs	<u>\$1,238</u>
TOTAL ESTIMATED COST	\$2,273

ACTION REQUESTED:

Motion to approve Resolution Number 15-5219:

- 1) supporting HUSA Safe and Sane Halloween event to be held on Friday, October 30, 2015, from 3:00 pm to 5:00 pm;
- 1) supporting the closure Main Street (State Route 36) from Roop Street to Weatherlow Street from 3:00 pm to 5:00 pm on Friday, December 5, 2015, for the event;
- 2) authorizing the Public Works Director to execute a Caltrans Encroachment Permit Application for the closure of Main Street (State Route 36) for the event as required.

ATTACHMENTS: Resolution Number 15-5219
Letter of request from HUSA

RESOLUTION NUMBER 15-5219

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
SUPPORTING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM ROOP
STREET TO WEATHERLOW STREET ON FRIDAY, OCTOBER 30, 2015, FROM
3:00 PM TO 5:00 PM AND AUTHORIZING PUBLIC WORKS DIRECTOR TO
EXECUTE A CALTRANS ENCROACHMENT PERMIT APPLICATION FOR THE
HISTORICAL UPTOWN SUSANVILLE ASSOCIATION (HUSA) SAFE AND SANE
HALLOWEEN EVENT**

WHEREAS, Historical Uptown Susanville Association (HUSA) has requested City Council support of their Safe and Sane Halloween Event to be held on Friday, October 30, 2015 from 3:00 pm to 5:00 pm; and

WHEREAS, HUSA has requested the closure of Main Street (State Route 36) from Roop Street to Weatherlow Street from 3:00 pm to 5:00 pm on Friday, October 30, 2015; and

WHEREAS, Caltrans requires an Encroachment Permit application to be submitted in order to close Main Street (State Route 36) for this event.

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

1. The City of Susanville supports and approves the HUSA Safe and Sane Halloween event to be held on Friday, October 30, 2015, from 3:00 pm to 5:00 pm.
2. The City supports the closure Main Street (State Route 36) from Roop Street to Weatherlow Street from 3:00 pm to 5:00 pm on Friday, October 30, 2015, for the event.
3. The City Council authorizes the Public Works Director to execute a Caltrans Encroachment Permit application for the closure of Main Street (State Route 36) for the event as required.

APPROVED: _____
Brian R. 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 7th day of October 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Kristin Shepard

From: margiesbooknook@citlink.net
Sent: Friday, September 25, 2015 9:56 AM
To: Kristin Shepard
Subject: safe and sane halloween

To City of Susanville

The Historic Uptown Susanville Association requests that Main Street on Susanville be closed in the Uptown District from 3:00 PM to 5:00 PM, Friday October 30th for our annual Safe & Sane Halloween celebration. This event directly benefits the children of the City of Susanville.

Thanks
David Teeter
President of the Historic Uptown Susanville Association

AGENDA ITEM 9K

Reviewed by: Heid City Administrator
 City Attorney

 X Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Clubhouse Rental Fee Waiver Request

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City has received a request from Lassen Family Services for use of the old Golf Course Club House on October 16, 2015 between 11:00 and 5:00 p.m. for their annual CASA Volunteer Awards and Appreciation Luncheon. Lassen Family Services CASA Volunteers are Court Appointed Special Advocates to represent abused and neglected children in the community. Lassen Family Services is a non-profit corporation and they have requested that the City waive the rental fee for use of the old Club House for the event. The rental fee is \$175 plus a \$100 refundable deposit.

FISCAL IMPACT: \$ 175.00 in unrealized revenue

ACTION REQUESTED: Motion to authorize use of Old Golf Course Clubhouse and waiver of rental fee for the Lassen Family Services CASA Volunteer Appreciation event.

ATTACHMENTS: Letter of request



LASSEN FAMILY SERVICES

P.H.A.S.E. into Empowerment

P.O. Box 710 • 1306 Riverside Drive • Susanville, CA 96130

September 15, 2015

City of Susanville, CA
City Council
ATT: City Clerk – Gwenna MacDonald
66 North Lassen
Susanville, CA 96130

RE: Lassen Family Services CASA Volunteer Appreciation Luncheon.

Dear City Council Members,

Each year the Lassen County CASA Program honors their volunteers with a CASA Volunteer Awards and Appreciation Luncheon. This year we would like to hold the luncheon at the City of Susanville Golf Course Club House #1, on Wingfield Road on October 16, 2015 from 11:00 to 5:00 pm.

Lassen Family Services CASA Volunteers are Court Appointed Special Advocates who are appointed by a Lassen Superior Court Judge to represent the best interests of abused and neglected children in the CASA Program in our county. Our CASA volunteer acts as the “eyes and ears” of children involved in court proceedings and offers judges a critical perspective of what is in the best interest of the child.

At this time the CASA Program has 16 Volunteers who are advocating for over 40 children, the CASAs give willingly of their time, energy and expertise to help the children who are in foster care in our community. I am respectfully requesting that the City Council waive the fee for the facility for the CASA awards and appreciation luncheon.

Lassen Family Services, Inc. is a non-profit corporation: Tax ID# 942691072.

Sincerely,

Michelle Noonberg,
CASA Program Manager
Lassen Family Services, Inc.
1306 Riverside Drive, Susanville, CA 96130

Crisis Line
24 Hours

Domestic Violence Assistance Program

Sexual Assault Rape Crisis

Child Abuse Treatment CHAT

Court Appointed Special Advocates



Crisis Line (530) 257-5004 • Toll Free 1-888-289-5004 • Office (530) 257-4599 • Fax (530) 257-4205
Admin. (530) 257-5459 • Fax (530) 257-5490

www.lassenfamilyservices.org

AGENDA ITEM 9L

Reviewed by: HW City Administrator
 City Attorney

 X Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Amendment to Honey Lake Valley Recreation Authority JPA Agreement

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Honey Lake Valley Recreation Authority (HLVRA) Board has reviewed the adopted Joint Powers Agreement with staff and proposed the following changes at its August 18, 2015 meeting:

- Section 5.2, Authority contracting with individuals
- Section 5.3, dues of members
- Section 5.6, insurance protection
- Section 9.2 a. and b., monetary contributions
- Omitting Section 9.2.d, failure to make payment
- Section 9.3.a., appointment of Treasurer

The amended Agreement is scheduled to be adopted at its October 6, 2015 meeting. If adopted, it will require City ratification.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve the amended Honey Lake Valley Recreation Authority JPA Agreement

ATTACHMENTS: Amended JPA Agreement

A JOINT POWERS AGREEMENT
CREATING
THE HONEY LAKE VALLEY RECREATION AUTHORITY

This Agreement is entered into this 18th day of November, 2013, by and between the County of Lassen and the City of Susanville, pursuant to Sections 6500, et seq., of the California Government Code.

RECITALS

The County of Lassen and the City of Susanville have determined it is in the public interest to create the Honey Lake Valley Recreation Authority, an entity separate from its member agencies, which will own and operate public recreation facilities including a swimming pool
NOW, THEREFORE, these Agencies agree as follows:

ARTICLE 1: DEFINITIONS

Certain words as used in this Agreement shall be defined as follows:

- A. "Agencies" shall mean the County of Lassen, Special Districts and the City of Susanville within Lassen County.
- B. "Agreement" shall mean this Agreement that establishes the Honey Lake Valley Recreation Authority.
- C. "Authority" shall mean the Honey Lake Valley Recreation Authority.
- D. "Board" shall mean the Board of Directors which is the governing body of the Honey Lake Valley Recreation Authority.
- E. "County" shall mean County of Lassen.
- F. "City" shall mean the City of Susanville.
- G. "Special Districts" shall mean governmental agencies created for single or limited purposes within the County of Lassen including schools.
- H. "Members" shall mean the County of Lassen, Special Districts, City of Susanville which are signatories to this Agreement.
- I. "Quorum" shall mean a majority of the Board members.

ARTICLE 2: PURPOSE

2.1 The purpose of this Agreement is to establish a public entity separate from the County, Special Districts and City. This public entity is to be known as the Honey Lake Valley Recreation Authority.

The Authority will plan, finance, implement, manage, own and operate a multi-jurisdictional recreation system and swimming pool.

ARTICLE 3: TERM OF AGREEMENT

3.1 This Agreement becomes effective on execution of this Agreement by the County of Lassen and the City of Susanville. It shall remain in effect for 15 years from the date of adoption thereafter terminated pursuant to Article 11.

ARTICLE 4: BOARD OF DIRECTORS

4.1 The Board shall be comprised of two representatives from each Member. A

Member may designate one alternative representative to act for that Agency in the absence of the appointed representatives. The representative from the County and the City shall appoint a fifth member who is independent of both the City and the County, who will serve a four-(4) year term, appointed by differing election cycles.

4.2 Minutes of the adjourned, regular and special meetings of the Board shall be kept by the Executive Officer and said minutes shall be forwarded to each member of the Board within thirty days after each meeting. Each member of the Board shall have one vote. A majority of the members of the Board will constitute a quorum. For purposes of conducting business, a majority of the quorum will be authorized to act on behalf of the Authority.

ARTICLE 5: POWERS OF THE AUTHORITY EXERCISED BY THE BOARD OF DIRECTORS

5.1 The Authority shall have all of the necessary powers and authorities granted by law to operate recreation programs and a swimming pool.

5.2 The Authority may contract with private individuals, companies and public agencies to create, implement and operate the agency.

5.3 The Authority may adopt budgets, operational fees and dues, retain personnel, retain legal counsel, retain consultants and engineers, acquire grants, acquire, hold, lease and dispose of real and personal property, accept donations, sue and be sued, and possesses all other powers associated with the operation of a joint powers authority on behalf of the citizens, property owners, and public agencies within Lassen County.

5.4 The Authority shall have the responsibility to keep Members informed of and advocate for or against pending legislation that would affect the operations of the Authority.

5.5 The Authority may incur debt and issue bonds or any like instruments in order to efficiently provide the services enumerated herein in compliance with the pertinent sections of the Government Code of the State of California. Specifically, the Authority can incur debt on its own under any law authorizing a joint powers authority to do so, including Government Code Section 6540, et seq., and the Marks-Roos Local Bond Pooling Act of 1985, Government Code Section 6584, et seq. The Authority can use lease financing, certificates of participation, installment purchase certificates, short-term notes and any other suitable form of borrowing. The Authority may enter into an agreement with a Member regarding that Member incurring debt on behalf of the Agency.

5.6 The Authority shall acquire such insurance protection as is necessary to protect the interest of the Authority, the County, Special Districts, and City. The Authority created by this Agreement shall assume the defense of and indemnify and save harmless the County, Special Districts, City and each of their respective officers, agents and employees, from all claims, losses, damages, costs, injury and liability of every kind, nature and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken pursuant to this Agreement.

5.7 The Authority may contract with a Member for services from a Member's employees.

5.8 The Authority may exercise the powers permitted under Government Code §6504 or any successor statute. Specifically, (a) contributions from the treasuries may be made for the purpose set forth in the Agreement, (b) payments of public funds may be made to defray the cost

of such purpose, (c) advances of public funds may be made for the purpose set forth in the Agreement, such advances to be repaid as provided in the Agreement, or (d) personnel, equipment or property of one or more of the Members to the Agreement may be used in lieu of other contributions or advances.

5.9 The Authority shall determine how any Agency will become a Member subsequent to the initial formation of the agency. Specifically, the Board shall establish fees and any other conditions necessary for an Agency to become a Member. Such fees shall be calculated based upon all prior project expenditures in a manner consistent with the cost allocation of existing Members and any additional costs necessary to serve that new Member. The determination of the Board regarding fees and any other required conditions for new Members shall be within its sole discretion.

5.10 The Authority shall determine the amounts each Member shall contribute to the funding of the Authority. The initial contribution is set forth in Section 9.2 of Article 9 of the Agreement.

5.11 The Authority may do all things necessary and lawful to carry out the purpose of the Agreement.

5.12 As is required by Government Code Section 6509, one Member must be designated such that the power of the Authority is subject to the restrictions upon the manner of exercising power possessed by that Member. The City of Susanville is designated the Government Code§ 6509 agency.

ARTICLE 6: BYLAWS

The Board may adopt from time to time such policies, procedures, bylaws, rules or regulations for the conduct of its affairs as deemed necessary by the Board.

ARTICLE 7: ORGANIZATION

7.1 Members.

a. The County, Special Districts, City who enter into this Agreement by January 1, 2014.

b. Any Special District may be considered for Membership in the Authority after January 1, 2014, by presenting an adopted resolution to the Board which includes a request to become a Member of the Authority.

c. The Board shall accept proposed Members upon a majority affirmative vote of the quorum, upon payment of any Board determined fee and interest, and upon satisfaction of any conditions established by the Board as a prerequisite for Membership.

7.2 Board.

a. The Authority shall be governed by the Board which shall exercise all powers and authority on behalf of Authority.

b. The Board shall consist of two members from each member entity, which are party to this Agreement, selected from the governing body or the chief administrative officer or a designee of the County. Upon execution of this Agreement, the governing body of the County, any Special District and City shall appoint its members of the Board and another member or members to serve as an alternate to the Board, to serve in the absence of the regular member. Each member and alternate shall serve at the pleasure of the governing body of the appointing Agency. Any change in appointment of a member or alternate shall be by action of the

governing body of the appointing Agency.

c. A majority of the members of the Board shall constitute a quorum for the transaction of business. The Authority shall act upon majority vote of those in attendance, each member having one vote, of the members of the Board.

d. The Board shall elect, by majority vote from its Members, a President and Vice President. The President shall represent the Authority and execute any contracts and other documents when required by the Rules of Procedure and/or Bylaws. The Vice President shall serve in the absence of the President.

7.3 Executive Officer.

There will be an Executive Officer of the Authority who shall be responsible for the administration of the Authority. The Executive Officer shall be appointed by and may be removed for any reason by a majority vote of the Board. The Executive Officer shall be designated the Government Code Section 6505.1 officer who shall file an official bond. The Executive Officer shall have the authority to execute a change order to any existing HLVRA agreement with any person, entity or agency in an amount up to and including \$5,000.00.

7.4 Additional Committees.

Ad hoc or standing committees may be formed by a majority vote of the Board of Directors.

ARTICLE 8: MEETINGS AND REPORTS

8.1 Board Meetings.

a. The Board shall hold at least one (1) regular meeting each year as determined by the bylaws.

b. Special meeting of the Board may be called in accordance with the provisions of Section 54956 of the California Government Code.

c. All meetings of the Board shall be held subject to the provisions of the Ralph M. Brown Act (Sections 54950, et seq., of the California Government Code) and other applicable laws of the State of California requiring notice be given of meetings of public bodies.

d. Minutes of all Board meetings shall be kept and shall, as soon as possible, after each meeting, be forwarded to each member and alternate member of the Board within 30 days.

e. The President of the Board shall cause correspondence to be prepared and delivered as directed by the Board.

f. The Authority's Executive Officer shall be the custodian of the official records of the Authority.

8.2 Other Committee Meetings.

a. Other committees shall hold meetings as may be called by the Committee Chair or a majority of the members.

b. Minutes of all meetings shall be kept and forwarded to members of the Committee and to each member and alternate member of the Board.

8.3 Progress Reports.

At least annually, a report on the activities and operations of the Joint Powers Authority shall be provided to each of its Members. The report shall be completed prior to January 1 of each year.

ARTICLE 9: FUNDING

9.1 Authority Budget.

The Board shall adopt an annual budget for the Authority's activities within ninety (90) days of the effective date of this Agreement and by June 1 of each succeeding year.

Public funds may not be disbursed by the Authority without adoption of the approved budget and all receipts and disbursements shall be in strict accordance with the approved budget. The budget shall identify the programs of the Authority and allocate funds by the program. The budget and accounting system shall account for direct and overhead costs by program. The Board shall allocate these costs for each program with the adoption of the annual budget.

9.2 Funding of the Authority.

The monetary contribution of Members for the system backbone costs and annual operating costs shall be determined as follows:

a. County of Lassen:	13/14 - 15/16 Fiscal Years	\$200,000
	15/16 Fiscal Year	\$1,100,000
	16/17 - 28/29 Fiscal Years	\$ 80,000
b. City of Susanville:	13/14 - 15/16 Fiscal Years	\$200,000
	15/16 Fiscal Year	\$1,100,000
	16/17 - 28/29 Fiscal Years	\$ 80,000

c. Annual contribution to the Authority shall be made by member agencies, subject to approval in each member's annual budget.

d. Any debt financing for construction of the pool facility must be ratified by each member of the Authority before being approved by the Authority's Board.

9.3 Duties of Treasurer/Controller.

a. The Board shall appoint a Treasurer pursuant to Government Code Section 6505.

b. The Treasurer shall serve as the depository and have custody of all Authority funds and establish and maintain such books, records, funds, and accounts as may be required by reasonable accounting practice. (Government Code Section 6505) The books and records of the Authority shall be open to inspection at all reasonable times to the Members.

c. The Treasurer, within ninety (90) days after the close of each fiscal year (which shall be from July 1 to June 30), shall give a complete written report of all financial activities for such fiscal year to the Members.

d. The Treasurer shall prepare such financial reports as may be directed by the Board or Executive Committee.

e. The Treasurer shall cause an independent annual audit of the accounts and records to be conducted by a certified public accountant in compliance with the requirements of Section 6505 of the Government Code and generally accepted accounting standards.

9.4 Debts and Liabilities.

As permitted under Government Code Section 6508.1, no debt, liability, or obligation of the Authority shall constitute a debt, liability, or obligation of any Agency and each Member's obligation hereunder is expressly limited only to the appropriation and contribution of such

funds as may be levied pursuant to this Agreement or as the parties hereto may agree.

9.5 Disposition of Authority Funds and Assets Upon Termination.

a. In the event the Authority is terminated Authority funds and assets, including any interest earned on deposits, remaining upon termination of the Authority and after payment of all obligations, shall be divided inproportion to the contribution of each agency shall be final.

ARTICLE 10: INDEMNIFICATION

The Authority shall acquire such insurance protection as is necessary to protect the interest of the Authority, the County, Special Districts, and City. The Authority created by this Agreement shall assume the defense of and indemnify and save harmless the County, Special Districts, City and each of their respective officers, agents and employees, from all claims, losses, damages, costs, injury and liability of every kind, nature and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken pursuant to this Agreement.

ARTICLE 11: TERMINATION

This Agreement may be terminated by the Board upon notice of withdrawal being received from a majority of the Member Agencies. Upon termination, payment of the obligations and division of the property of the Authority shall be conducted pursuant to Section of Article 9 of this Agreement.

ARTICLE 12: AMENDMENTS

This Agreement may be amended only upon the two-thirds (2/3) affirmative vote of all the members of the Board with such proposed amendment having been noticed to Members thirty (30) days prior to the date of the meeting. Such amendments shall be subject to ratification by each member agency.

ARTICLE 13: WITHDRAWAL

The County of Lassen and the City of Susanville shall not withdraw from this agreement for 15 years from its effective date. Subsequently, any member may withdraw from this Agreement effective July 1 of any year, ninety (90) days prior to the end of the fiscal year, upon written notice to the Authority. Upon withdrawal, a City, Special District or the County retains its financial obligations for current contracts executed to fulfill this Agreement, and assumes that responsibility at its own expense.

ARTICLE 14: SEVERABILITY

If any provision of this Agreement or its application to any person or circumstances is held invalid, the remainder of this Agreement and the application of the provision to other persons or circumstances shall not be affected.

ARTICLE 15: NOTICES

All notices to Agencies shall be deemed to have been given when mailed to the governing body of each Agency. The Board may provide for notice by e-mail or facsimile or

some other reliable method by resolution. All notices to the Authority shall be delivered to its Executive Officer.

ARTICLE 16: NO RIGHTS IN THIRD PARTIES

All of the terms, conditions, rights and duties provided for in this Agreement are, and shall always be, solely for the benefit of the Members. It is the intent of the Members that no third party shall ever be the intended beneficiary of any performance, duty or right created or required pursuant to the terms and conditions of this Agreement.

ARTICLE 17: AGREEMENT COMPLETE

The foregoing constitutes the full and complete Agreement of the parties. There are no oral understandings or agreements not set forth in writing herein. Any such agreements merge into this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their proper officers hereunder duly authorized and effective as of the date of execution of all parties hereto. This Agreement may be executed in counterparts.

Dated: _____

County of Lassen County

Dated: _____

City of Susanville

AGENDA ITEM 13A

Reviewed by: HW City Administrator
 _____ City Attorney

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Diamond Mountain Golf Course Update

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: An oral update will be provided for activity at the Diamond Mountain Golf Course for the current season.

FISCAL IMPACT: None

ACTION REQUESTED: Information only.

ATTACHMENTS: None

AGENDA ITEM 13B

Reviewed by: City Administrator
 City Attorney

 Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 7, 2015

CITY COUNCIL AGENDA ITEM

SUBJECT: Susanville Municipal Airport Hangar #8 Demolition Report

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: City owned hangar #8 was purchased in November 2005 with mitigation funds, and had been utilized for storage for Fire Department equipment. The equipment was moved to Hangar #6 two years ago, and Hangar #8 has been repaired several times and during a storm event in February 2015, was damaged to a point that it was no longer cost effective to repair. At its May 6, 2015 meeting, the City Council considered demolition of Airport Hangar #8. The City circulated a proposal for demolition and received five proposals ranging from \$4,200 to \$21,226.00. The proposals included an option to leave the building materials stacked onsite, or removed and disposed of. The firm of PeeWee Enterprises was selected in the amount of \$4,200, and the demolition work completed on August 21, 2015. The demolition was paid for through General Fund Risk Management Funds and staff is seeking Council direction and input regarding long term plans for fire department apparatus and equipment storage.

FISCAL IMPACT: None

ACTION REQUESTED: Discussion and direction to staff.

ATTACHMENTS: None