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**CITY OF SUSANVILLE**  
**66 North Lassen Street ♦ Susanville CA**  
**Kathie Garnier, Mayor**  
**Joseph Franco, Mayor pro tem**  
**Mendy Schuster \* Kevin Stafford \* Brian R. Wilson**

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

**Susanville City Council**  
**Regular Meeting ♦ City Council Chambers**  
**July 5, 2017 – 7:00 p.m.**

*Call meeting to order*

*Roll call of Councilmembers present*

*Next Resolution No. 17-5403*

*Next Ordinance No. 17-1012*

- 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.
  
- 3     **CLOSED SESSION:** No business.
  
- 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: Dan Newton*
  - *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 on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda 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     Approve vendor warrants numbered 100633 through 100748 for a total of \$349,568.99 including \$110,977.27 in payroll warrants
  
- 7     **PUBLIC HEARINGS:** No business.
  
- 8     **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

**9** **NEW BUSINESS:**

- A Consider approval of **Resolution No. 17-5397** approving street closure for the Lassen County Fair Parade on July 22, 2017
- B Consider approval of **Resolution No. 17-5398** authorizing street closure for the Lassen County Chamber of Commerce Mixer held on July 13, 2017
- C Consider approval of **Resolution No. 17-5399** Postage meter purchase
- D Consider approval of **Resolution No. 17-5396** authorizing execution of ground lease agreement with Terry Poulsen for Hangar #5 at the Susanville Municipal Airport
- E Consider approval of **Resolution No. 17-5400** authorizing execution of ground lease agreement with Kevin De Rose for Hangar #16 at the Susanville Municipal Airport
- F Consider approval of **Resolution No. 17-5401** authorizing execution of ground lease agreement with Dale Miller for Hangar #28 at the Susanville Municipal Airport

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

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

**12** **CONTINUING BUSINESS:**

- A Consider approval of **Resolution No. 17-5402** authorizing the City Administrator to execute an amendment to the contract with R.E.Y. Engineers, Inc. for an additional amount not to exceed \$13,775.00 and continue with the completion of Project Approval and Environmental Documents (PA&ED) for the Susanville Southeast Gateway Project

**13** **CITY ADMINISTRATOR'S REPORTS:**

- A Fire Department Quarterly Report

**14** **COUNCIL ITEMS:**

- A AB1234 travel reports:

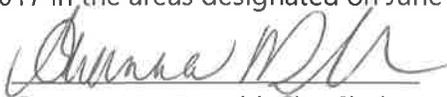
**15** **ADJOURNMENT:**

- *The next regular City Council meeting will be held on July 19, 2017 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](http://www.cityofsusanville.org), unless there were systems problems posting to the website.*

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

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for July 5, 2017 in the areas designated on June 29, 2017.

  
Gwenna MacDonald, City Clerk

AGENDA ITEM NO. 6A

Reviewed by:    City Administrator  
   City Attorney

  X   Motion only  
   Public Hearing  
   Resolution  
   Ordinance  
   Information

**Submitted by:** Deborah Savage, Finance Manager

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Vendor and Payroll Warrants

**PRESENTED BY:** Deborah Savage, Finance Manager

**SUMMARY:** Warrants dated June 10, 2017 through June 23, 2017 numbered 100633 through 100748.

**FISCAL IMPACT:** Accounts Payable vendor warrants totaling \$ 238,591.72 plus \$ 110,977.27 in payroll warrants, for a total of \$ 349,568.99.

**ACTION REQUESTED:** Motion to receive and file.

**ATTACHMENTS:** Payments by vendor and transmittal check registers.

Report Criteria:

Report type: GL detail  
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/19/2017	100635	728	U S POSTMASTER	UB BILLING GAS	061617	1	7401-430-62-46	POSTAGE	405.02	405.02
06/17	06/19/2017	100635	728	U S POSTMASTER	UB BILLING WATER	061617	2	7110-430-42-46	POSTAGE	786.22	786.22
Total 06/1617:										1,191.24	1,191.24
Grand Totals:										1,191.24	1,191.24

Report Criteria:

Report type: GL detail  
Check: Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100636	21	AIRGAS USA, LLC	CHLORINE- WATER	9064174281	1	7110-430-42-46	SUPPLIES-GENERAL	787.12	787.12
Total 9064174281:											
06/17	06/20/2017	100636	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9945561779	1	7401-430-62-46	SUPPLIES-GENERAL	45.26	45.26
06/17	06/20/2017	100636	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9945561779	2	7401-430-62-44	REPAIR AND MAINT-VEHICLE	88.16	88.16
06/17	06/20/2017	100636	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9945561779	3	2007-431-20-44	REPAIR AND MAINTENANCE-V	68.44	68.44
06/17	06/20/2017	100636	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9945561779	4	7110-430-42-46	SUPPLIES-GENERAL	52.70	52.70
06/17	06/20/2017	100636	21	AIRGAS USA, LLC	ACETYLENE/ARGON//OXYGEN/	9945561779	5	7110-430-42-44	REPAIR AND MAINTENANCE-V	117.17	117.17
Total 9945561779:											
06/17	06/20/2017	100637	984	AMERICAN RIVER COLLEGE	TR EX	17-859	1	1000-421-10-45	TRAINING	177.00	177.00
Total 17-859:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635324663	1	2007-431-20-44	LINEN SERVICE	52.84	52.84
Total 635324663:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635339493	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635339493:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635339494	1	7401-430-62-44	LINEN SERVICES	316.79	316.79
Total 635339494:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635339495	1	2007-431-20-44	LINEN SERVICE	52.84	52.84
Total 635339495:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635339496	1	7110-430-42-44	LINEN SERVICE	38.47	38.47

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 635339496:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635352904	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635352904:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635352905	1	7401-430-62-44	LINEN SERVICES	51.84	51.84
Total 635352905:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635352906	1	2007-431-20-44	LINEN SERVICE	611.88	611.88
Total 635352906:											
06/17	06/20/2017	100638	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635352907	1	7110-430-42-44	LINEN SERVICE	69.56	69.56
Total 635352907:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX	1352 052517	1	1000-421-10-45	TRAINING	1,091.26	1,091.26
06/17	06/20/2017	100639	884	BANK OF AMERICA	FUEL-PD	1352 052517	2	1000-421-10-46	GASOLINE	155.66	155.66
Total 1352 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	FUEL	2064 052517	1	1000-417-10-46	GASOLINE	54.93	54.93
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX	2064 052517	2	1000-413-20-45	TRAVEL	13.25	13.25
Total 2064 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	ADVERTISING-PD	2754 052517	1	1000-421-10-45	ADVERTISING	76.31	76.31
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-PD	2754 052517	2	1000-421-10-46	SUPPLIES-GENERAL	281.31	281.31
06/17	06/20/2017	100639	884	BANK OF AMERICA	POSTAGE-PD	2754 052517	3	1000-421-10-46	POSTAGE	14.74	14.74
06/17	06/20/2017	100639	884	BANK OF AMERICA	DOG CLINIC SUPPLIES-PD	2754 052517	4	1000-421-10-46	SPAY/NEUTER CLINIC	26.72	26.72
Total 2754 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-PD	2896 052517	1	1000-421-10-46	SUPPLIES-GENERAL	13.94	13.94
06/17	06/20/2017	100639	884	BANK OF AMERICA	FUEL-PD	2896 052517	2	1000-421-10-46	GASOLINE	114.08	114.08
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX	2896 052517	3	1000-421-10-45	TRAINING	1,129.18	1,129.18

Check Issue Dates: 6/20/2017 - 6/20/2017

Jun 20, 2017 10:24AM

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 2896 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX SACRAMENTO	3110 052517	1	1000-421-10-45	TRAINING	133.00	133.00
Total 3110 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX SAN FRANCISCO	4028 052517	1	1000-412-10-45	TRAVEL	656.14	656.14
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES	4028 052517	2	1000-417-10-46	SUPPLIES-GENERAL	86.88	86.88
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-GC	4028 052517	3	7530-451-52-46	SUPPLIES-GENERAL	23.91	23.91
06/17	06/20/2017	100639	884	BANK OF AMERICA	JANITORIAL SUPPLIES	4028 052517	4	1000-417-10-46	SUPPLIES-JANITORIAL	13.35	13.35
06/17	06/20/2017	100639	884	BANK OF AMERICA	CITY HALL PHONES	4028 052517	5	1000-417-10-45	COMMUNICATIONS	543.84	543.84
Total 4028 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES	4093 052517	1	1000-419-10-46	SUPPLIES-GENERAL	301.28	301.28
06/17	06/20/2017	100639	884	BANK OF AMERICA	REPAIR & MAINT	4093 052517	2	1000-417-10-44	VEHICLE - REPAIR & MAINTEN	3.08	3.08
Total 4093 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-STREETS	4342 052517	1	2007-431-20-46	SUPPLIES-GENERAL	220.83	220.83
06/17	06/20/2017	100639	884	BANK OF AMERICA	DMV TRAINING-STREETS	4342 052517	2	7620-430-10-45	TRAVEL	59.25	59.25
Total 4342 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES	4728 052517	1	1000-424-20-46	SUPPLIES-GENERAL	41.76	41.76
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES	4728 052517	2	1000-419-10-46	SUPPLIES-GENERAL	41.77	41.77
Total 4728 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX 1	5203 052517	1	7620-430-11-45	TRAVEL/TRAINING	644.15	644.15
06/17	06/20/2017	100639	884	BANK OF AMERICA	FUEL-PW	5203 052517	2	7620-430-10-46	GASOLINE	31.32	31.32
06/17	06/20/2017	100639	884	BANK OF AMERICA	DUES & MEMBERSHIP-PW	5203 052517	3	7620-430-11-48	DUES AND MEMBERSHIPS	22.95	22.95
Total 5203 052517:											
06/17	06/20/2017	100639	884	BANK OF AMERICA	POSTAGE-STREETS	5211 052517	1	2007-431-20-46	POSTAGE	9.99	9.99
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-PW	5211 052517	2	7620-430-10-46	SUPPLIES-GENERAL	29.10	29.10
06/17	06/20/2017	100639	884	BANK OF AMERICA	WEB SUPPORT-PW	5211 052517	3	7620-430-10-48	DUES AND MEMBERSHIPS	49.80	49.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100639	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	5211 052517	4	7620-430-10-47	SOFTWARE	59.99	59.99
06/17	06/20/2017	100639	884	BANK OF AMERICA	EXTERNAL HARD DRIVE-PW	5211 052517	5	7620-430-10-47	MACHINERY AND EQUIPMENT	63.28	63.28
Total 5211 052517: 212.16											
06/17	06/20/2017	100639	884	BANK OF AMERICA	TR EX	5442 052517	1	7110-430-42-46	TRAVEL	517.54	517.54
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-WATER	5442 052517	2	7110-430-42-46	SUPPLIES-GENERAL	482.03	482.03
Total 5442 052517: 999.57											
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-PW	6624 052517	1	7620-430-10-46	SUPPLIES-GENERAL	37.54	37.54
06/17	06/20/2017	100639	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	6624 052517	2	7620-430-10-47	SOFTWARE	10.00	10.00
Total 6624 052517: 47.54											
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-GAS	7575 052517	1	7401-430-62-46	SUPPLIES-GENERAL	297.14	297.14
06/17	06/20/2017	100639	884	BANK OF AMERICA	SAFETY SUPPLIES-GAS	7575 052517	2	7401-430-62-46	SUPPLIES - SAFETY ITEMS	135.00	135.00
Total 7575 052517: 432.14											
06/17	06/20/2017	100639	884	BANK OF AMERICA	RPR & MAINT- FD	7979 052517	1	1000-422-10-44	RESCUE - REPAIR & MAINTENA	93.00	93.00
06/17	06/20/2017	100639	884	BANK OF AMERICA	POSTAGE-FD	7979 052517	2	1000-422-10-46	POSTAGE	6.80	6.80
06/17	06/20/2017	100639	884	BANK OF AMERICA	HYDRANT RPR-FD	7979 052517	3	1000-422-10-44	HYDRANTS - REPAIR & MAINT	6.00	6.00
06/17	06/20/2017	100639	884	BANK OF AMERICA	ADVERTISING-FD	7979 052517	4	1000-422-10-46	ADVERTISING	196.58	196.58
06/17	06/20/2017	100639	884	BANK OF AMERICA	FUEL-FD	7979 052517	5	1000-422-10-46	GASOLINE	636.73	636.73
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-FD	7979 052517	6	1000-422-10-46	SUPPLIES-GENERAL	43.94	43.94
Total 7979 052517: 983.05											
06/17	06/20/2017	100639	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	8955 052517	1	1000-421-10-45	INVESTIGATIVE FUNDS	50.00	50.00
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-PD	8955 052517	2	1000-421-10-46	SUPPLIES-GENERAL	208.35	208.35
06/17	06/20/2017	100639	884	BANK OF AMERICA	TECHNICAL SERVICES-PD	8955 052517	3	1000-421-10-43	TECHNICAL SVCS	41.90	41.90
Total 8955 052517: 300.25											
06/17	06/20/2017	100639	884	BANK OF AMERICA	KEY CUT-GC	9430 052517	1	7530-451-52-45	LOCKSMITHING SERVICES	7.25	7.25
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-GC	9430 052517	2	7530-451-52-46	SUPPLIES-GENERAL	175.75-	175.75-
06/17	06/20/2017	100639	884	BANK OF AMERICA	SUPPLIES-GC	9430 052517	3	7530-451-52-46	SUPPLIES-GENERAL	319.82	319.82

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 9430 052517:											
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	1	8402-413-30-45	PRINTING AND BINDING	151.32	151.32
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	2	8402-413-30-46	POSTAGE	25.00	25.00
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	3	8402-413-30-45	COMMUNICATIONS	11.05	11.05
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	4	8402-413-30-46	SUPPLIES-GENERAL	70.04	70.04
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	5	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,500.00	2,500.00
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	6	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	1,155.00	1,155.00
Total 061217:											
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	1	8402-413-30-45	PRINTING AND BINDING	61.00	61.00
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	2	8402-413-30-46	POSTAGE	10.92	10.92
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	3	8402-413-30-45	COMMUNICATIONS	64.72	64.72
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	4	8402-413-30-43	LAFCO EXEC. OFFICE SVC	2,500.00	2,500.00
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	5	8402-413-30-43	LAFCO BROWN ACT COMPLIAN	500.00	500.00
06/17	06/20/2017	100640	72	BENOIT, JOHN	LAFCO STAFF SVCS & EXPENS	061217	6	8402-413-30-43	MUNICIPAL SVC REVIEW-LAFC	662.50	662.50
Total 061217:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	385710	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	3.86	3.86
Total 385710:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	3857636	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.82	4.82
Total 3857636:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES- FD	386510	1	1000-422-10-46	SUPPLIES-GENERAL	91.89	91.89
Total 386510:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES - GAS	386520	1	7401-430-62-46	SUPPLIES-GENERAL	31.32	31.32
Total 386520:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES - WATER	386533	1	7110-430-42-46	SUPPLIES-GENERAL	27.27	27.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 386533:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	386537	1	2007-431-20-46	SUPPLIES-GENERAL	27.27	27.27
Total 386537:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES- FD	386663	1	1000-422-10-46	SUPPLIES-GENERAL	13.49	13.49
Total 386663:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES-WATER	386735	1	7110-430-42-46	SUPPLIES-GENERAL	13.49	13.49
Total 386735:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES - GAS	386987	1	7401-430-62-46	SUPPLIES-GENERAL	2.49	2.49
Total 386987:											
06/17	06/20/2017	100641	76	BILLINGTON ACE HARD	SUPPLIES- FD	387008	1	1000-422-10-46	SUPPLIES-GENERAL	5.78	5.78
Total 387008:											
06/17	06/20/2017	100642	8923	BLACH DISTRIBUTING LL	PROSHOP SUPPLIES-GC	90022044	1	7530-451-55-46	SUPPLIES - GENERAL	104.90	104.90
Total 90022044:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 060117	1	2007-431-20-44	DISPOSAL	104.90	104.90
Total PLC600MAINST 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLER 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCBUEHLER 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONDMTN 06011	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCDIAMONDMTN 060117:											
Total 38888:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCELKSLODGE 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 06011	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCGROCERYOUT 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCHOTELLSN1 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBUILD 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCKNOCHBUILD 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCLVCHARTR 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPL 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCPANCERPL 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSIERRAJWLR 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHR 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSIERRATHR 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSVILLEREAL 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCUPTOWNPRK 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88

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 PLCUPTOWNPRK 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCUSPOSTAL 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCVETSMEMOR 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCWALMARTBUS 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SFD 060117	1	1000-422-10-44	DISPOSAL	164.88	164.88
Total SFD 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 060117	1	7620-430-10-44	DISPOSAL	164.88	164.88
Total SVL15 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 060117	1	1000-421-10-44	DISPOSAL	199.95	199.95
Total SVL7 060117:											
06/17	06/20/2017	100643	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 060117	1	7620-430-10-44	DISPOSAL	164.88	164.88
Total SVL8 060117:											
06/17	06/20/2017	100644	986	CARLSON'S TIRE PROS	TUBE-GC	53006	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	16.08	16.08
Total 53006:											
06/17	06/20/2017	100645	116	CASHMAN EQUIPMENT	BACKHOE-GAS	2595306	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	62.16	62.16
Total 2595306:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100646	1354	CENTRAL JANITOR'S SU	JANITORIAL SUPPLIES-FD	798921	1	1000-422-10-46	SUPPLIES-JANITORIAL	225.79	225.79
Total 798921:											
06/17	06/20/2017	100647	8981		REFUND WATER DEPOSIT	10527850005	1	7110-2228-000	DEPOSITS-CUSTOMER	225.79	225.79
Total 10527850005:											
06/17	06/20/2017	100648	1358	CLASSIC GOLF CAR INC.	GOLF CARTS CHARGER-GC	2096	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	107.25	107.25
Total 2096:											
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-WATER	2740464690	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	23.61	23.61
Total 2740464690:											
06/17	06/20/2017	100649	161	CSK AUTO INC	CREDIT- GAS	2740465383	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	40.75	40.75
06/17	06/20/2017	100649	161	CSK AUTO INC	CREDIT- STREETS	2740465383	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	31.63	31.63
06/17	06/20/2017	100649	161	CSK AUTO INC	CREDIT- WATER	2740465383	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	54.16	54.16
Total 2740465383:											
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-GAS	2740465554	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	97.02	97.02
Total 2740465554:											
06/17	06/20/2017	100649	161	CSK AUTO INC	CREDIT- GAS	2740466259	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	97.02	97.02
Total 2740466259:											
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-GAS	2740466306	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	31.05	31.05
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-STREETS	2740466306	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	24.10	24.10
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-WATER	2740466306	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	41.26	41.26
Total 2740466306:											
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-GAS	2740467607	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	8.57	8.57

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 2740467607:											
06/17	06/20/2017	100649	161	CSK AUTO INC	PARTS-STREETS	2740470318	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	273.23	273.23
Total 2740470318:											
06/17	06/20/2017	100650	8971		REFUND GAS OVERPAYMENT	10223850007	1	9999-1001-001	CASH CLEARING - UTILITIES	43.37	43.37
Total 10223850007:											
06/17	06/20/2017	100651	1137	DELTA ENGINEERING SY	REMOTE SUPPORT SERVICES-	11351	1	7620-430-10-43	TECHNICAL SVCS	225.00	225.00
Total 11351:											
06/17	06/20/2017	100652	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS	236789	1	1000-416-10-43	TECHNICAL SVCS	62.00	62.00
Total 236789:											
06/17	06/20/2017	100653	1261	DIAMOND TRUCK AND A	DOT INSPECTIONS-STREETS	3937	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	100.00	100.00
Total 3937:											
06/17	06/20/2017	100653	1261	DIAMOND TRUCK AND A	DOT INSPECTIONS-STREETS	3938	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	111.79	111.79
Total 3938:											
06/17	06/20/2017	100654	1565	DIRTY JOE'S CAR WASH	CAR WASH-PW	731699 060117	1	7620-430-11-43	PROFESSIONAL SERVICES	36.00	36.00
Total 731699 060117:											
06/17	06/20/2017	100655	1484	EDGES ELECTRICAL GR	SCENE LIGHTING UPGRADE-F	S4080878 001	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	32.07	32.07
Total S4080878 001:											
06/17	06/20/2017	100656	238	FASTENAL COMPANY	SUPPLIES- FD	75431	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	249.24	249.24
Total 75431:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	EMPLOYMENT AD WATER OPE	01326291	1	7110-430-42-45	ADVERTISING	58.25	58.25
Total 01326291:											
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	VOLUNTEER FIREFIGHTER-FD	1323713	1	1000-422-10-45	ADVERTISING	117.60	117.60
Total 1323713:											
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	VOLUNTEER FIREFIGHTER-FD	1325543	1	1000-422-10-45	ADVERTISING	117.60	117.60
Total 1325543:											
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	VOLUNTEER FIREFIGHTER-FD	1327391	1	1000-422-10-45	ADVERTISING	117.60	117.60
Total 1327391:											
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	LETTER HEAD/ RETURN ENVEL	42659	1	1000-417-10-46	SUPPLIES-GENERAL	168.25	168.25
Total 42659:											
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	LETTER HEAD-FD	42684	1	1000-422-10-45	PRINTING AND BINDING	112.20	112.20
Total 42684:											
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	BUS. CARDS- PW	42701	1	7620-430-11-46	SUPPLIES GENERAL	42.76	42.76
06/17	06/20/2017	100657	241	FEATHER PUBLISHING C	BUS. CARDS- PW	42701	2	7620-430-10-45	PRINTING AND BINDING	42.77	42.77
Total 42701:											
06/17	06/20/2017	100658	8983		REFUND WATER OVERPAYME	10101450007	1	9999-1001-001	CASH CLEARING - UTILITIES	21.90	21.90
Total 10101450007:											
06/17	06/20/2017	100659	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	CC8811	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
06/17	06/20/2017	100659	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	CC8811	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	42.00	42.00
Total CC8811:											
06/17	06/20/2017	100660	265	FRONTIER	257-1033 PARKS	1033 060517	1	1000-452-20-45	COMMUNICATIONS	228.09	228.09

CITY OF SUSANVILLE

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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 1033 060517:											
06/17	06/20/2017	100660	265	FRONTIER	257-1041 ADMIN-PW	1041 060517	1	7620-430-10-45	COMMUNICATIONS	229.09	229.09
Total 1041 060517:											
06/17	06/20/2017	100660	265	FRONTIER	257-1051 P/W ADMIN	1051 060517	1	7620-430-10-45	COMMUNICATIONS	297.13	297.13
Total 1051 060517:											
06/17	06/20/2017	100660	265	FRONTIER	257-2520 GOLF COURSE	2520 060117	1	7530-451-52-45	COMMUNICATIONS	315.43	315.43
Total 2520 060117:											
06/17	06/20/2017	100660	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 060517	1	1000-417-10-45	COMMUNICATIONS	66.33	66.33
Total 2960 060517:											
06/17	06/20/2017	100660	265	FRONTIER	257-7098 NATURAL GAS	7098 060117	1	7401-430-62-45	COMMUNICATIONS	81.98	81.98
Total 7098 060117:											
06/17	06/20/2017	100661	1289	FULL SPECTRUM INC	SCADA WORK 4/11-6/3-WATER	20170603	1	7110-430-42-46	SUPPLIES-GENERAL	1,375.65	1,375.65
06/17	06/20/2017	100661	1289	FULL SPECTRUM INC	SCADA WORK 4/11-6/3-WATER	20170603	2	7110-430-42-43	TECHNICAL SVCS	1,960.00	1,960.00
Total 20170603:											
06/17	06/20/2017	100662	8969		REFUND GAS DEPOSIT	10433330113	1	7401-2228-000	DEPOSITS-CUSTOMER	134.09	134.09
Total 10433330113:											
06/17	06/20/2017	100663	1148	GREATAMERICA FINANC	COPIER LEASE 6/17-PW	20727438	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	363.93	363.93
Total 20727438:											
06/17	06/20/2017	100664	8977		REFUND GAS DEPOSIT	10212300009	1	7401-2228-000	DEPOSITS-CUSTOMER	9.60	9.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 10212300009:											
06/17	06/20/2017	100665	313	HI-TECH EMERGENCY	DIAPHRAM-FD	157103	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	9.60	9.60
Total 157103:											
06/17	06/20/2017	100666	8970		REFUND GAS DEPOSIT	10306903113	1	7401-2228-000	DEPOSITS-CUSTOMER	125.00	125.00
06/17	06/20/2017	100666	8970		REFUND GAS OVERPAYMENT	10306903113	2	9999-1001-001	CASH CLEARING - UTILITIES	108.76	108.76
Total 10306903113:											
06/17	06/20/2017	100667	8968		REFUND WATER DEPOSIT	10304350023	1	7110-2228-000	DEPOSITS-CUSTOMER	17.59	17.59
06/17	06/20/2017	100667	8968		REFUND GAS DEPOSIT	10304350023	2	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10304350023:											
06/17	06/20/2017	100668	8979		REFUND WATER DEPOSIT	10507800019	1	7110-2228-000	DEPOSITS-CUSTOMER	26.61	26.61
Total 10507800019:											
06/17	06/20/2017	100669	374	L N CURTIS & SONS	RESCUE EQUIP.-FIRE	105039	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	241.31	241.31
Total 105039:											
06/17	06/20/2017	100669	374	L N CURTIS & SONS	EQUIPMENT-FD	340615	1	1000-422-10-44	RESCUE - REPAIR & MAINTENA	1,289.57	1,289.57
Total 340615:											
06/17	06/20/2017	100669	374	L N CURTIS & SONS	RESCUE EQUIP.-FIRE	340695	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	1,289.57	1,289.57
Total 340695:											
06/17	06/20/2017	100669	374	L N CURTIS & SONS	RESCUE EQUIP.-FIRE	340739	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	2,263.26	2,263.26
Total 340739:											
06/17	06/20/2017	100669	374	L N CURTIS & SONS	EQUIPMENT-FD	340741	1	1000-422-10-46	SUPPLIES-GENERAL	553.41	553.41

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 340741:											
06/17	06/20/2017	100670	395	LASSEN CO FAIR	2017 FIREWORKS CITY SHARE	060917	1	1000-1430-105	PREPAID - OTHER	2,500.00	2,500.00
Total 060917:											
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	PARTS #55-WATER	275402	1	7110-430-42-44	REPAIR AND MAINTENANCE-V	3.50	3.50
Total 275402:											
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	PARTS #52-GAS	275701	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	77.28	77.28
Total 275701:											
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	PARTS #52-GAS	275729	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	19.59	19.59
Total 275729:											
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	279780	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.78	5.78
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	SUPPLIES- STREETS	279780	2	2007-431-20-44	REPAIR AND MAINTENANCE-V	4.48	4.48
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	SUPPLIES- WATER	279780	3	7110-430-42-44	REPAIR AND MAINTENANCE-V	7.69	7.69
Total 279780:											
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	OIL-GC	281430	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	44.27	44.27
Total 281430:											
06/17	06/20/2017	100671	411	LASSEN MOTOR PARTS	OIL-GC	281676	1	7530-451-52-46	SUPPLIES-GENERAL	88.55	88.55
Total 281676:											
06/17	06/20/2017	100672	1102	LASSEN PC	BACKUP LICENSE-FIRE	20753	1	1000-422-10-43	TECHNICAL SVCS	51.49	51.49
Total 20753:											
06/17	06/20/2017	100673	412	LASSEN REGIONAL SOLI	DUMP FEES-STREETS	32118	1	2007-431-20-44	DISPOSAL	19.77	19.77

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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 32118:											
06/17	06/20/2017	100674	437	LMUD	STREET LIGHTS	14039 060617	1	2007-431-60-46	ELECTRICITY	190.13	190.13
Total 14039 060617:											
06/17	06/20/2017	100674	437	LMUD	STREET LIGHTS	14041 060617	1	2007-431-60-46	ELECTRICITY	190.13	190.13
Total 14041 060617:											
06/17	06/20/2017	100674	437	LMUD	S GAY ST LIGHTS-STREETS	24323 060617	1	2007-431-60-46	ELECTRICITY	48.48	48.48
Total 24323 060617:											
06/17	06/20/2017	100674	437	LMUD	66 N LASSEN ST	2466 060617	1	1000-452-20-46	ELECTRICITY	48.48	48.48
Total 2466 060617:											
06/17	06/20/2017	100674	437	LMUD	N WEATHERLOW ST TENNIS S	24661 060617	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 060617:											
06/17	06/20/2017	100674	437	LMUD	STREET LIGHTS	2467 060617	1	2007-431-60-46	ELECTRICITY	1,556.57	1,556.57
Total 2467 060617:											
06/17	06/20/2017	100674	437	LMUD	65 N WEATHERLOW ST PARK	2865 060617	1	1000-452-20-46	ELECTRICITY	49.35	49.35
Total 2865 060617:											
06/17	06/20/2017	100674	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 060617	1	1000-451-80-46	ELECTRICITY	22.32	22.32
Total 2866 060617:											
06/17	06/20/2017	100674	437	LMUD	65 N WEATHERLOW ST COMM	2867 060617	1	1000-452-20-46	ELECTRICITY	41.36	41.36
Total 2867 060617:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100674	437	LMUD	N WEATHERLOW ST TENNIS C	2870 060617	1	1000-452-20-46	ELECTRICITY	20.87	20.87
Total 2870 060617:											
06/17	06/20/2017	100674	437	LMUD	NORTH ST BALL PARK-MEM FI	2873 060617	1	1000-452-20-46	ELECTRICITY	20.87	20.87
Total 2873 060617:											
06/17	06/20/2017	100674	437	LMUD	HARRIS DR & HWY 36-WATER	30658 060617	1	7110-430-42-46	ELECTRICITY	328.01	328.01
Total 30658 060617:											
06/17	06/20/2017	100674	437	LMUD	UPTOWN DECOR LIGHTS-STRE	43511 060617	1	2007-431-60-46	ELECTRICITY	215.07	215.07
Total 43511 060617:											
06/17	06/20/2017	100674	437	LMUD	115 N WEATHERLOW ST MUSE	43866 060617	1	1000-452-20-46	ELECTRICITY	62.72	62.72
Total 43866 060617:											
06/17	06/20/2017	100674	437	LMUD	N PINE & COOK - SCADA-WATE	44153 060617	1	7110-430-42-46	ELECTRICITY	24.94	24.94
Total 44153 060617:											
06/17	06/20/2017	100674	437	LMUD	QUARRY ST LIGHTS-STREETS	49500 060617	1	2007-431-60-46	ELECTRICITY	58.49	58.49
Total 49500 060617:											
06/17	06/20/2017	100674	437	LMUD	MAIN & FOSS SIGNAL LIGHTS-	49501 060617	1	2007-431-60-46	ELECTRICITY	159.91	159.91
Total 49501 060617:											
06/17	06/20/2017	100674	437	LMUD	1801 MAIN ST	8314 052217	1	1000-421-10-46	ELECTRICITY	1,031.22	1,031.22
Total 8314 052217:											
06/17	06/20/2017	100674	437	LMUD	NORTH ST PARK LITES MEM FI	9283 060617	1	1000-452-20-46	ELECTRICITY	124.61	124.61

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 9283 060617:											
06/17	06/20/2017	100674	437	LMUD	GEO PUMP #1	9297 060617	1	7301-430-52-46	ELECTRICITY	124.61	124.61
Total 9297 060617:											
06/17	06/20/2017	100674	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 060617	1	1000-452-20-46	ELECTRICITY	1,258.04	1,258.04
Total 94811 060617:											
06/17	06/20/2017	100675	8973		REFUND GAS OVERPAYMENT	10431150104	1	9999-1001-001	CASH CLEARING - UTILITIES	20.00	20.00
Total 10431150104:											
06/17	06/20/2017	100676	465		SHIFT COVERAGE-FD	060517	1	1000-422-10-43	VOLUNTEERS	62.64	62.64
Total 060517:											
06/17	06/20/2017	100677	1416		24 HR SHIFT-FD	060617	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 060617:											
06/17	06/20/2017	100678	8978		REFUND GAS OVERPAYMENT	10408204300	1	9999-1001-001	CASH CLEARING - UTILITIES	25.00	25.00
Total 10408204300:											
06/17	06/20/2017	100679	503	NAEF, ADA B.	17/18 GEO WELL PROPERTY L	060717	1	7301-1430-105	PREPAID MISC	471.21	471.21
Total 060717:											
06/17	06/20/2017	100680	8974		REFUND GAS DEPOSIT	10120650834	1	7401-2228-000	DEPOSITS-CUSTOMER	1,200.00	1,200.00
Total 10120650834:											
06/17	06/20/2017	100681	1271		RETURN SIDEWALK DEPOSIT 1	061517	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	62.43	62.43
Total 061517:											
										250.00	250.00
										250.00	250.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100682	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	787833	1	7110-430-42-43	TECHNICAL SVCS	47.93	47.93
06/17	06/20/2017	100682	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	787833	2	7401-430-62-43	TECHNICAL SVCS	47.92	47.92
Total 787833:											
06/17	06/20/2017	100683	8965		REFUND GAS DEPOSIT	10526850023	1	7401-2228-000	DEPOSITS-CUSTOMER	53.47	53.47
Total 10526850023:											
06/17	06/20/2017	100684	8967		REFUND GAS DEPOSIT	10228990011	1	7401-2228-000	DEPOSITS-CUSTOMER	147.13	147.13
Total 10228990011:											
06/17	06/20/2017	100685	556	PITNEY BOWES	MONTHLY MAINT POSTAGE MA	1004366298	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	270.27	270.27
Total 1004366298:											
06/17	06/20/2017	100686	592	REYNOLDS & RAYMOND	REPAIR #652-FD	12337	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	121.85	121.85
Total 12337:											
06/17	06/20/2017	100687	1127	ROSS' LADDER SERVICE	ANNUAL LADDER INSPECTION-	415	1	1000-422-10-43	TECHNICAL SVCS	1,303.10	1,303.10
Total 415:											
06/17	06/20/2017	100688	8028		REIM EDUCATIONAL EXPENSE	061417	1	7620-430-10-45	TRAVEL	3,207.43	3,207.43
Total 061417:											
06/17	06/20/2017	100689	8960		REFUND GAS DEPOSIT	061317	1	7401-2228-000	DEPOSITS-CUSTOMER	66.55	66.55
Total 061317:											
06/17	06/20/2017	100690	638	SIERRA CHEMICAL COM	NOTAX POLY RECON	10006929	1	7110-430-42-46	SUPPLIES-GENERAL	148.00-	148.00-
Total 10006929:											
06/17	06/20/2017	100690	638	SIERRA CHEMICAL COM	RETURNED DRUM BLUE-WATE	10011483	1	7110-430-42-46	SUPPLIES-GENERAL	160.00-	160.00-

CITY OF SUSANVILLE

Check Register - Payments by Vendor  
 Check Issue Dates: 6/20/2017 - 6/20/2017

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 10011483:											
06/17	06/20/2017	100690	638	SIERRA CHEMICAL COM	CONTAINER REFUND-WATER	10012697	1	7110-430-42-46	SUPPLIES-GENERAL	160.00-	160.00-
Total 10012697:											
06/17	06/20/2017	100690	638	SIERRA CHEMICAL COM	DEPOSIT REFUND	10015792	1	7110-430-42-46	SUPPLIES-GENERAL	80.00-	80.00-
Total 10015792:											
06/17	06/20/2017	100690	638	SIERRA CHEMICAL COM	CHLORINE/CONTAINER DEPOS	10047461	1	7110-430-42-46	SUPPLIES-GENERAL	729.71	729.71
Total 10047461:											
06/17	06/20/2017	100691	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	47803	1	7620-430-10-46	SUPPLIES-GENERAL	20.15	20.15
Total 47803:											
06/17	06/20/2017	100692	8976		REFUND WATER OVERPAYME	10209850013	1	9999-1001-001	CASH CLEARING - UTILITIES	81.50	81.50
Total 10209850013:											
06/17	06/20/2017	100693	668	STONECO CONSTRUCTI	TOP SOIL-FD	6517	1	1000-422-10-48	MISCELLANEOUS	350.00	350.00
Total 6517:											
06/17	06/20/2017	100694	1265	SUSANVILLE PAINT CEN	SUPPLIES-FD	32521	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	14.97	14.97
Total 32521:											
06/17	06/20/2017	100695	7907	SWRCB	NPDES PHASE II SMALL MS4 P	444100	1	7620-430-10-48	TAXES, FEES, PERMITS & CHA	200.00	200.00
Total 444100:											
06/17	06/20/2017	100696	8982		REFUND GAS OVERPAYMENT	10299980017	1	9999-1001-001	CASH CLEARING - UTILITIES	27.98	27.98
Total 10299980017:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100697	530	U.S. BANK EQUIPMENT F	COPIER - FIRE	332373133	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	160.96	160.96
Total 332373133:											
06/17	06/20/2017	100698	8966		REFUND GAS DEPOSIT	10322050006	1	7401-2228-000	DEPOSITS-CUSTOMER	195.00	195.00
Total 10322050006:											
06/17	06/20/2017	100699	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9786688432	1	7620-430-11-45	COMMUNICATIONS	82.92	82.92
06/17	06/20/2017	100699	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9786688432	2	1000-424-20-45	COMMUNICATIONS	36.24	36.24
06/17	06/20/2017	100699	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9786688432	3	1000-452-20-45	COMMUNICATIONS	36.13	36.13
06/17	06/20/2017	100699	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9786688432	4	7620-430-10-45	COMMUNICATIONS	354.72	354.72
Total 9786688432:											
06/17	06/20/2017	100699	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE	9786688789	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9786688789:											
06/17	06/20/2017	100700	8946		REFUND GAS OVERPAYMENT	10311050415.	1	9999-1001-001	CASH CLEARING - UTILITIES	50.38	50.38
Total 10311050415.:											
06/17	06/20/2017	100701	770	WESTERN NEVADA SUP	SUPPLIES-FD	17034021	1	1000-422-10-44	HYDRANTS - REPAIR & MAINT	2,527.95	2,527.95
Total 17034021:											
06/17	06/20/2017	100701	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67030065	1	7110-430-42-46	SUPPLIES-GENERAL	164.98	164.98
Total 67030065:											
06/17	06/20/2017	100701	770	WESTERN NEVADA SUP	SUPPLIES - GAS	67032139	1	7401-430-62-46	SUPPLIES-GENERAL	373.49	373.49
Total 67032139:											
06/17	06/20/2017	100701	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67032145	1	7110-430-42-46	SUPPLIES-GENERAL	268.06	268.06
Total 67032145:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/20/2017	100701	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67033905	1	7110-430-42-46	SUPPLIES-GENERAL	65.04	65.04
Total 67033905:											
06/17	06/20/2017	100701	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67039498	1	7110-430-42-46	SUPPLIES-GENERAL	409.82	409.82
Total 67039498:											
06/17	06/20/2017	100702	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-50874	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-50874:											
06/17	06/20/2017	100702	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE 5	A-50884	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-50884:											
06/17	06/20/2017	100702	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-50890	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-50890:											
06/17	06/20/2017	100703	8940		REFUND WATER OVERPAYME	1033300000.	1	9999-1001-001	CASH CLEARING - UTILITIES	6.93	6.93
Total 1033300000.:											
06/17	06/20/2017	100704	8984	WORTHINGTON INDUST	SUPPLIES-FD	2231092	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	2,551.14	2,551.14
Total 2231092:											
06/17	06/20/2017	100705	1418	WURTH INC.	SUPPLIES-STREETS	95726033	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	37.80	37.80
06/17	06/20/2017	100705	1418	WURTH INC.	SUPPLIES-WATER	95726033	2	7110-430-42-44	REPAIR AND MAINTENANCE-V	64.71	64.71
06/17	06/20/2017	100705	1418	WURTH INC.	SUPPLIES-GAS	95726033	3	7401-430-62-44	REPAIR AND MAINT-VEHICLE	48.69	48.69
Total 95726033:											
Grand Totals:										151.20	151.20
										62,158.40	62,158.40

Report Criteria:

Report type: GL detail  
Check Voided = False

Report Criteria:

Report type: GL detail

Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/22/2017	100712	927	BAXTER AUTO PARTS IN	SUPPLES-FD	320184317	1	1000-422-10-46	SUPPLIES-GENERAL	20.80	20.80
Total 320184317:											
06/17	06/22/2017	100713	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	386109	1	1000-452-21-46	SUPPLIES-GENERAL	198.41	198.41
Total 386109:											
06/17	06/22/2017	100714	8923	BLACH DISTRIBUTING LL	PROSHOP SUPPLIES-GC	91023016	1	7530-451-55-46	SUPPLIES - GENERAL	49.30	49.30
Total 91023016:											
06/17	06/22/2017	100715	8591		PHYSICAL FITNESS ALLOWAN	061617	1	1000-422-10-47	MACHINERY AND EQUIPMENT	49.30	49.30
Total 061617:											
06/17	06/22/2017	100716	96	CALAFCO	CALAFCO DUES 17/18	061217	1	8402-1430-105	PREPAID OTHER	250.00	250.00
Total 061217:											
06/17	06/22/2017	100717	986	CARLSON'S TIRE PROS	INNER TUBE-GC	53230	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	899.00	899.00
Total 53230:											
06/17	06/22/2017	100718	1358	CLASSIC GOLF CAR INC.	RPR & MAINT-GC	2190	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	32.15	32.15
Total 2190:											
06/17	06/22/2017	100719	148	COMPUTER LOGISTICS	ANTI VIRUS RENEWAL	3768	1	1000-417-10-47	SOFTWARE	594.00	594.00
06/17	06/22/2017	100719	148	COMPUTER LOGISTICS	ANTI VIRUS RENEWAL	3768	2	1000-1430-105	PREPAID - OTHER	594.00	594.00
Total 3768:											
06/17	06/22/2017	100720	1565	DIRTY JOE'S CAR WASH	CAR WASH-PW	731699.060117	1	7620-430-11-43	PROFESSIONAL SERVICES	6.00	6.00
Total 1,188.00											

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 731699.060117:											
06/17	06/22/2017	100721	241	FEATHER PUBLISHING C	PUBLISH LEGAL 17-18 FIN BUD	061217	1	8402-413-30-45	ADVERTISING	44.10	44.10
Total 061217:											
06/17	06/22/2017	100721	241	FEATHER PUBLISHING C	PUBLIC HEARING NOTICE ORD	7800	1	1000-419-10-45	ADVERTISING	3,322.20	3,322.20
Total 7800:											
06/17	06/22/2017	100721	241	FEATHER PUBLISHING C	PUBLIC HEARING NOTICE BUD	7802	1	1000-416-10-45	ADVERTISING	30.00	30.00
Total 7802:											
06/17	06/22/2017	100722	257	FOREST OFFICE EQUIP	LEGAL SIZE CARD STOCK	760	1	1000-419-10-46	SUPPLIES-GENERAL	90.06	90.06
Total 760:											
06/17	06/22/2017	100723	265	FRONTIER	257-0315 AWOS AIRPORT	0315 061517	1	7201-430-81-45	COMMUNICATIONS	44.30	44.30
Total 0315 061517:											
06/17	06/22/2017	100723	265	FRONTIER	257-1000 DSL SERVICE	1000 060517	1	1000-417-10-45	COMMUNICATIONS	145.00	145.00
06/17	06/22/2017	100723	265	FRONTIER	257-1000 ADMIN FAX	1000 060517	2	1000-413-20-45	COMMUNICATIONS	1.10	1.10
06/17	06/22/2017	100723	265	FRONTIER	257-1000 CITY CLERK FAX	1000 060517	3	1000-411-40-45	COMMUNICATIONS	1.10	1.10
06/17	06/22/2017	100723	265	FRONTIER	257-1000 ADMIN	1000 060517	4	1000-413-20-45	COMMUNICATIONS	3.35	3.35
06/17	06/22/2017	100723	265	FRONTIER	257-1000 CITY CLERK	1000 060517	5	1000-411-40-45	COMMUNICATIONS	2.60	2.60
06/17	06/22/2017	100723	265	FRONTIER	257-1000 FINANCE	1000 060517	6	1000-415-10-45	COMMUNICATIONS	2.60	2.60
06/17	06/22/2017	100723	265	FRONTIER	257-1000 COMM DEVELOPMEN	1000 060517	7	1000-419-10-45	COMMUNICATIONS	2.60	2.60
06/17	06/22/2017	100723	265	FRONTIER	257-1000 GAS - DEBIT MACHIN	1000 060517	8	7401-430-62-45	COMMUNICATIONS	24.15	24.15
06/17	06/22/2017	100723	265	FRONTIER	257-1000 WATER - DEBIT MACH	1000 060517	9	7110-430-42-45	COMMUNICATIONS	24.15	24.15
06/17	06/22/2017	100723	265	FRONTIER	257-1000 CITY HALL	1000 060517	10	1000-417-10-45	COMMUNICATIONS	241.19	241.19
Total 1000 060517:											
06/17	06/22/2017	100723	265	FRONTIER	257-3292 MUSEUM	3292 061017	1	1000-451-80-45	COMMUNICATION	116.52	116.52
Total 116.52											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 3292 061017:											
06/17	06/22/2017	100723	265	FRONTIER	257-4725 CITY HALL FAX	4275 061517	1	1000-417-10-45	COMMUNICATIONS	116.52	116.52
06/17	06/22/2017	100723	265	FRONTIER	257-4725 CITY HALL FAX	4275 061517	2	1000-419-10-45	COMMUNICATIONS	38.08	38.08
Total 4275 061517:											
06/17	06/22/2017	100723	265	FRONTIER	257-5152 FIRE	5152 061017	1	1000-422-10-45	COMMUNICATIONS	76.16	76.16
Total 5152 061017:											
06/17	06/22/2017	100724	298	HAT CREEK CONSTRUC	BASE ROCK-GC FLOOD	S074507	1	1003-451-52-44	REPAIR AND MAINTENANCE MI	451.70	451.70
Total S074507:											
06/17	06/22/2017	100725	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S097212	1	1000-452-21-46	SUPPLIES-GENERAL	80.89	80.89
Total S097212:											
06/17	06/22/2017	100725	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S097614	1	1000-452-21-46	SUPPLIES-GENERAL	80.89	80.89
Total S097614:											
06/17	06/22/2017	100726	374	L N CURTIS & SONS	BLITZFIRE PROTECTOR	340556	1	1000-422-10-46	SUPPLIES-SAFETY ITEMS	44.17	44.17
Total 340556:											
06/17	06/22/2017	100727	374	L N CURTIS & SONS	EQUIPMENT-FD	330082	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	3,449.70	3,449.70
Total 330082:											
06/17	06/22/2017	100728	411	LASSEN MOTOR PARTS	SUPPLIES-FD	281693	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	1,200.00	1,200.00
Total 281693:											
06/17	06/22/2017	100728	411	LASSEN MOTOR PARTS	SUPPLIES- GC	282001	1	7530-451-52-46	SUPPLIES-GENERAL	28.44	28.44
Total 282001:											
Total 16.43											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 282001:											
06/17	06/22/2017	100729	437	LMUD	JOHNSTONVILLE RD SPRINKLE	10262.061617	1	1000-452-30-46	ELECTRICITY	16.43	16.43
Total 10262 061617:											
06/17	06/22/2017	100730	859		PHYSICAL FITNESS ALLOWAN	060517	1	1000-422-10-47	MACHINERY AND EQUIPMENT	250.00	250.00
Total 060517:											
06/17	06/22/2017	100731	1416		24 HOUR SHIFT COVERAGE	061917	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 061917:											
06/17	06/22/2017	100732	8596		PHYSICAL FITNESS ALLOWAN	060817	1	1000-422-10-47	MACHINERY AND EQUIPMENT	250.00	250.00
Total 060817:											
06/17	06/22/2017	100733	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-7/1	1621035	1	1000-1430-105	PREPAID - OTHER	434.50	434.50
Total 1621035:											
06/17	06/22/2017	100734	8985		REFUND GAS DEPOSIT	10306450018	1	7401-2228-000	DEPOSITS-CUSTOMER	178.09	178.09
Total 10306450018:											
06/17	06/22/2017	100735	1076	SIERRA COFFEE AND BE	BOTTLED WATER	47818	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 47818:											
06/17	06/22/2017	100736	8872	SMITH VALLEY EQUIPME	JOHN DEERE EQUIPMENT REP	F43750	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	4,944.15	4,944.15
Total F43750:											
06/17	06/22/2017	100737	8987		REFUND GAS OVERPAYMENT	10311050337	1	9999-1001-001	CASH CLEARING - UTILITIES	13.99	13.99
Total 10311050337:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
06/17	06/22/2017	100738	770	WESTERN NEVADA SUP	SUPPLIES- PARKS	67021110	1	1000-452-21-46	SUPPLIES-GENERAL	197.66	197.66	
Total 67021110:											197.66	197.66
Grand Totals:											19,088.30	19,088.30

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
06/02/2017	CDPT	06/22/2017	653	AFLAC	14	8403-2239-0	430.78-
06/02/2017	CDPT	06/22/2017	653	AFLAC	14	7650-2203-0	132.05-
06/16/2017	CDPT	06/22/2017	653	AFLAC	14	1000-417-10-	.05
06/16/2017	CDPT	06/22/2017	653	AFLAC	14	8403-2239-0	392.42-
06/16/2017	CDPT	06/22/2017	653	AFLAC	14	7650-2203-0	132.05-
06/02/2017	CDPT	06/22/2017	654	BLUE SHIELD OF CALIFO	38	7650-2203-1	214.67-
06/16/2017	CDPT	06/22/2017	654	BLUE SHIELD OF CALIFO	38	7650-2203-1	36.47-
06/16/2017	CDPT	06/22/2017	654	BLUE SHIELD OF CALIFO	38	7650-2203-1	580.03-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	1000-421-10-	2.99
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	3,223.34-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	3,442.83-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	2,208.00-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	2,584.82-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	608.96-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	1,424.78-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	175.30-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	92.02-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	84.89-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	1,432.44-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	1,502.35-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	1,536.93-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	1,614.73-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	859.92-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	903.44-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	16.00-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	4,096.70-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	914.97-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	2,208.00-
06/16/2017	CDPT	06/22/2017	655	P.E.R.S.	8	7650-2203-1	16.00-
06/16/2017	CDPT	06/23/2017	656	CITY OF SUSANVILLE PA	1	7650-2203-1	7,447.17-
06/16/2017	CDPT	06/23/2017	656	CITY OF SUSANVILLE PA	1	7650-2203-1	7,447.17-
06/16/2017	CDPT	06/23/2017	656	CITY OF SUSANVILLE PA	1	7650-2203-1	2,331.29-
06/16/2017	CDPT	06/23/2017	656	CITY OF SUSANVILLE PA	1	7650-2203-1	2,331.29-
06/16/2017	CDPT	06/23/2017	656	CITY OF SUSANVILLE PA	1	7650-2203-1	17,649.49-
06/02/2017	CDPT	06/22/2017	657	LABORERS TRUST FUND	9	7650-2203-1	978.00-
06/16/2017	CDPT	06/22/2017	657	LABORERS TRUST FUND	9	7620-430-10-	30.00-
06/16/2017	CDPT	06/22/2017	657	LABORERS TRUST FUND	9	7650-2203-1	1,048.00-
06/16/2017	CDPT	06/22/2017	657	LABORERS TRUST FUND	9	7650-2203-1	71,032.00-
06/16/2017	CDPT	06/22/2017	658	LINCOLN FINANCIAL LIF	22	7650-2203-1	145.55-
06/16/2017	CDPT	06/22/2017	658	LINCOLN FINANCIAL LIF	22	7650-2203-1	174.25-
06/16/2017	CDPT	06/23/2017	659	EMPLOYMENT DEV. DEP	6	7650-2203-1	5,027.87-
06/16/2017	CDPT	06/23/2017	660	EMPLOYMENT DEV DEP	7	7650-2203-1	1,307.11-
06/16/2017	CDPT	06/23/2017	100739	CA STATE DISBURSEME	37	7650-2203-0	69.23-
06/02/2017	CDPT	06/23/2017	100740	GOLDEN ONE CREDIT U	12	7650-2203-0	553.00-
06/16/2017	CDPT	06/23/2017	100740	GOLDEN ONE CREDIT U	12	7650-2203-0	553.00-
06/16/2017	CDPT	06/23/2017	100741	NATIONWIDE RETIREME	5	7650-2203-0	915.00-
06/02/2017	CDPT	06/23/2017	100742	NEW IMAGE RACQUETB	30	7650-2203-0	115.00-
06/16/2017	CDPT	06/23/2017	100742	NEW IMAGE RACQUETB	30	7650-2203-0	115.00-
06/02/2017	CDPT	06/23/2017	100743	OPERATING ENGINEERS	11	7650-2203-0	678.00-
06/16/2017	CDPT	06/23/2017	100743	OPERATING ENGINEERS	11	7650-2203-0	678.00-
06/02/2017	CDPT	06/23/2017	100744	PRE-PAID LEGAL SERVI	13	7650-2203-0	288.65-
06/16/2017	CDPT	06/23/2017	100744	PRE-PAID LEGAL SERVI	13	7650-2203-0	288.65-
06/16/2017	CDPT	06/23/2017	100745	STATE FRANCHISE TAX	26	7650-2203-0	80.13-
06/16/2017	CDPT	06/23/2017	100746	UPEC, LOCAL 792	10	7650-2203-1	2,184.00-

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Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
06/16/2017	CDPT	06/23/2017	100747	VALIC	4	7650-2203-0	1,763.08-
06/16/2017	CDPT	06/23/2017	100748	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
Grand Totals:			<u>56</u>				<u>156,153.78-</u>

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Report Criteria:

Transmittal checks included

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Reviewed by:   JGH   City Administrator  
                  \_\_\_\_\_ City Attorney

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

**Submitted by:** Kristin Shepard, Administrative Specialist

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:**           **Resolution Number 17-5397** approving street closure for the Lassen County Fair Parade on July 22, 2017

**PRESENTED BY:**   Jared G. Hancock, City Administrator

**SUMMARY:**           The Lassen County Fair Office is requesting City Council support for the Lassen County Fair Parade event. Specifically, the Fair Office is requesting the closure of Main Street (State Route 36) from Cottage Street to Fair Drive on Saturday, July 22, 2017, between the hours of 9:30 a.m. to 11:30 a.m.

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.

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

<b>FISCAL IMPACT:</b>	Public Works Estimated	\$2,660
	Police Department Estimated	<u>\$2,163</u>
	<b>TOTAL ESTIMATED COST</b>	<b>\$4,823</b>

**ACTION REQUESTED:** Motion to approve **Resolution Number 17-5397** authorizing the closure of Main Street from Cottage Street to Fair Drive on July 22, 2017 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

**ATTACHMENTS:**    Resolution Number 17-5397  
                          Letter of request from the Lassen County Fair Office

**RESOLUTION NUMBER 17-5397**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**AUTHORIZING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM COTTAGE**  
**STREET TO FAIR DRIVE ON SATURDAY, JULY 22, 2017, FROM 9:30 A.M. TO 11:30**  
**A.M. FOR THE LASSEN COUNTY FAIR PARADE**

**WHEREAS**, the Lassen County Fair Office is requesting City Council support for the Lassen County Fair Parade to be held on Saturday, July 22, 2017, from 9:30 am to 11:30 am; and

**WHEREAS**, the Fair Office has requested the closure of Main Street (State Route 36) from Cottage Street to Fair Drive on Saturday, July 22, 2017, between the hours of 9:30 a.m. to 11:30 a.m. for the event; 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. Authorizing the closure of Main Street from Cottage Street to Fair Drive on July 22, 2017 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m.
2. Authorizing the Public Works Director to execute a Caltrans Encroachment Permit application for the closure of Main Street (State Route 36) as required.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July, 2017, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
Jessica Ryan, City Attorney

# Lassen County Fair

## Jim Wolcott, Fair Manager

195 Russell Avenue  
Susanville, CA 96130  
Telephone (530) 251-8900  
Fax (530) 251-2715  
Lassencountyfair.org



June 20, 2017

City of Susanville  
Susanville City Council  
66 North St.  
Susanville, CA 96130

Attn: To Whom It May Concern

The Lassen County Fair would like to request that Main Street be closed from the top, at the Elk's Lodge, to Fair Drive on Saturday July 22<sup>nd</sup>, 2017 from 9:30am – 11:30am for the Lassen County Fair Parade.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Wolcott".

Jim Wolcott  
Fair Manager

AGENDA ITEM NO. 9B

Reviewed by: JGH City Administrator  
                  \_\_\_\_\_ City Attorney

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

**Submitted by:** Kristin Shepard, Administrative Specialist

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:**           **Resolution Number 17-5398** approving street closure for the Lassen County Chamber of Commerce Mixer

**PRESENTED BY:**   Jared G. Hancock, City Administrator

**SUMMARY:**           The Lassen County Chamber of Commerce is requesting City Council support for the Lassen County Chamber of Commerce Mixer event. Specifically, the Chamber of Commerce is requesting the closure of a portion of Johnstonville Road in front of the Sierra Broadcasting Offices located at 3015 Johnstonville Road on July 13, 2017, from 3:00 pm to 10:00 pm.

This event requires one Public Works Department employee to set up and take down traffic control signs.

**FISCAL IMPACT:**   Public Works Estimated Cost: \$200

**ACTION REQUESTED:** Motion to approve Resolution Number 17-5398, authorizing the closure of a portion of Johnstonville Rd. from 3:00 pm to 10:00 pm on Thursday, July 13, 2017, for the event.

**ATTACHMENTS:**   Resolution Number 17-5398  
                          Letter of request from the Lassen County Chamber of Commerce  
                          Street Closure Plan

**RESOLUTION NUMBER 17-5398**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**SUPPORTING CLOSURE OF A PORTION OF JOHNSTONVILLE ROAD, JULY 13,**  
**2017, FROM 3:00 P.M. TO 10:00 P.M. FOR THE LASSEN COUNTY CHAMBER OF**  
**COMMERCE MIXER**

**WHEREAS**, the Lassen County Chamber of Commerce is requesting City Council support for the Lassen County Chamber of Commerce Mixer to be held on Thursday, July 13, 2017, from 3:00 pm to 10:00 pm; and

**WHEREAS**, the Lassen County Chamber of Commerce has requested the closure of a portion of Johnstonville Road, in front of the Sierra Broadcasting Offices located at 3015 Johnstonville Road, on Thursday, July 13, 2017, between the hours of 3:00 pm to 10:00 pm for the event.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Susanville that the City authorizes the closure of a portion of Johnstonville Road, in front of 3015 Johnstonville Road, from 3:00 pm to 10:00 pm on Thursday, July 13, 2017, for the event.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July, 2017, 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](http://www.lassencountychamber.org)

April 18, 2017

Kristin Shepard, Administrative Specialist  
City of Susanville Public Works  
720 South Street  
Susanville, CA 96130

Dear Kristin,

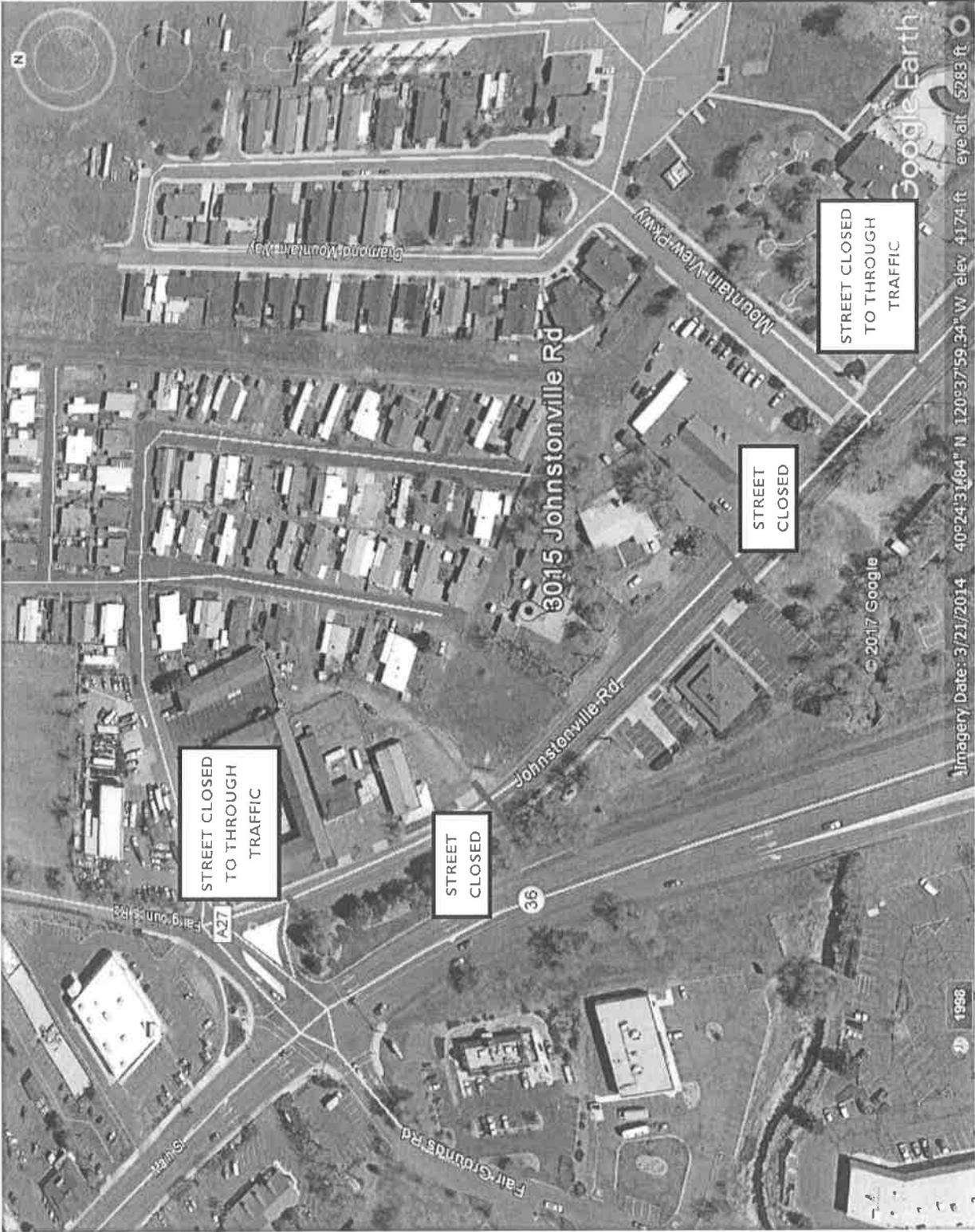
The Sierra Radio Network will be hosting the July 13, 2017 Chamber Mixer at their business location, 3015 Johnstonville Road, Susanville. The mixer will be held from 5:30pm to 7:30pm and we will be celebrating the business' 40<sup>th</sup> anniversary. We are requesting permission from the City of Susanville to close Johnstonville Road in front of their business. They plan to put a flat bed trailer on the street which will serve as a stage for the band who will be entertaining for the event. This will also allow for spill over outside the immediate property as we anticipate a large turn out for the celebration.

Location:	Sierra Broadcasting - Offices/Studios 3015 Johnstonville Road
Requested Time of closure :	3PM - 10PM
Length of Street Closed :	200 Feet – in front of radio station
Event Description:	KJDX 40th Annsy.Chamber Mixer

Please contact me at 530-257-4323 if you have any questions or I can be of any further assistance. Thank you for your assistance with our request.

Best Regards,

Patricia Hagata, Executive Director



City of Susanville  
Street Closure Plan  
Lassen County Chamber of Commerce  
July 13, 2017  
3pm-8pm



Reviewed by:    City Administrator  
   City Attorney

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

**Submitted by:** Deborah Savage, Finance Manager

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 17-5399** Authorizing the City Administrator to enter into Lease Agreement with Pitney Bowes

**PRESENTED BY:** Deborah Savage, Finance Manager

**SUMMARY:** The City currently has a Pitney Bowes mailing machine, located in City Hall, that allows City Departments the convenience of mailing correspondence without the complication of having to purchase rolls of stamps. On average the City processes 1,200 pieces of mail a month. The City also receives a discount on the current postage rates by using the mailing machine. Current postage rate for metered mail is \$.46 per first class letter as compared to \$0.49 per letter for non-metered first class. The machine the City is currently using was replaced in 2007 with a similar Lease to Own agreement. Pitney Bowes recently informed the City that due to the age of our machine, it has been decommissioned and they will no longer provide service if the machine should break down. The price of a new machine will be \$350.00 a month for 36 months, which includes the rental charge for the postage meter and monthly maintenance. At the end of the 36 month lease, the City will own the machine and will only pay the rental of the postage meter which is currently \$292 per month.

**FISCAL IMPACT:** \$4,200 annual cost for lease of postage machine included in the 2017/2018 Budget.

**ACTION REQUESTED:** Consider motion to approve Resolution No. 17-5399 Authorizing the City Administrator to enter into Lease Agreement with Pitney Bowes for new postage machine.

**ATTACHMENTS:** Pitney Bowes Proposal  
Pitney Bowes Lease Agreement  
Resolution No. 17-5399

**RESOLUTION NO. 17-5399**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO LEASE AGREEMENT**  
**WITH PITNEY BOWES**

**WHEREAS**, the City of Susanville is required to mail out various forms of correspondence during business hours; and

**WHEREAS**, the mailing machine the City currently uses has been decommissioned; and

**WHEREAS**, the lease agreement with Pitney Bowes provides for a 36-month lease period at the end of which time, the City will own the machine.

**NOW, THEREFORE, BE IT RESOLVED** the City Council of the City of Susanville hereby authorizes the City Administrator to enter into Lease Agreement with Pitney Bowes.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5399 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July 2017 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Jessica Ryan, City Attorney

Proposal for: City of Susanville

**Current Equipment**

- DM500 Mailing System
- 5lb. interface scale
- Lease to Own (2/28/2008 – 2/28/2013)
- Currently paying just a meter rental: \$292/quarter
- Equipment base is owned
- No maintenance coverage of equipment

**OPTION 1: SENDPRO P1000 SERIES (Comparable to DM500)**



Lease Rate: \$550/month – 36 months

- 160 letters/minute
- 10lb interface scale
- 15in color touch screen interface
- 100 dept. accounting
- Meter rental included
- Equipment maintenance for the term of the lease

**OPTION 2: DM400 Mailing Series**



Lease Rate: \$350/month – 36 months

- 120 letters/minute
- 10lb interface scale
- 100 dept. accounting
- Meter rental included
- Equipment maintenance for the term of the lease





Reviewed by: JH City Administrator  
\_\_\_\_\_ City Attorney

\_\_\_\_\_ Motion only  
\_\_\_\_\_ Public Hearing  
X Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

**Submitted By:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 17-5396** terminating Airport Hangar Land Lease Agreement, Lot #5A with Larry Beck and authorizing execution of an Airport Ground Lease Agreement for Hangar #5A with Terry Poulsen.

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** On September 20, 2016, the City Council was presented with the option of purchasing Hangar #5A, owned by Larry Beck, for the amount of \$20,000.00. City Council declined the purchase of the hangar. On December 1, 2016, Terry Poulsen took possession of the Hangar and is now required to execute a new Airport Ground Lease Agreement for Hangar #5A.

**FISCAL IMPACT:** Annual revenue of \$386.65 per year (1,017.5 sq/ft at \$0.38 sq/ft)

**ACTION**

**REQUESTED:** Motion approving Resolution No. 17-5396 terminating Airport Hangar Land Lease Agreement, Lot #5A with Larry Beck and authorizing execution of an Airport Ground Lease Agreement, Lot #5A with Terry Poulsen.

**ATTACHMENTS:** Resolution No. 17-5396  
Airport Ground Lease Agreement Hangar Owned by Lessee, Lot #5A executed by Terry Poulsen.

**RESOLUTION NUMBER 17-5396**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #5A WITH**  
**LARRY BECK AND AUTHORIZING MAYOR TO EXECUTE AN AIRPORT GROUND**  
**LEASE AGREEMENT, LOT #5A WITH TERRY POULSEN**

**WHEREAS**, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Lot #5A requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

**WHEREAS**, on August 16, 2016, Larry Beck offered to sell his interest in the hangar on Lot #5A to the City for \$20,000.00; and

**WHEREAS**, at its September 20, 2016 meeting, the City Council of the City of Susanville rejected purchase of the hangar on Lot #5A owned by Larry Beck; and

**WHEREAS**, on December 1, 2016 Larry Beck sold his interest in the hangar on Lot #5A to Terry Poulsen for \$20,000.00; and

**WHEREAS**, the Airport Hangar Land Lease Agreement, Lot #5A held by Larry Beck needs to be terminated and a new Airport Ground Lease Agreement, Lot #5A needs to be executed by Terry Poulsen as the new owner.

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

1. That the Airport Hangar Land Lease Agreement, Lot #5A held by Larry Beck is hereby terminated; and
2. That Terry Poulsen is the new owner of the hangar on Lot #5A and has executed an Airport Ground Lease Agreement, Lot #5A as required.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July, 2017, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
Jessica Ryan, City Attorney

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

THIS LEASE, made this 20 day of June, 2017, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Teri Paulsen, address: 1100 Riverside Dr. County of Lassen, State of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of \_\_\_\_\_ (five (5), ten (10), or twenty (20)) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described a Hangar Lot #\_\_, hereinafter referred to as the "Leased Premises", located at the Susanyville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

(a) Lessee shall provide a hangar building plan for approval prior to any Lease execution for use as an airplane hangar. Completion of said hangar shall be no more than eighteen (18) months from the date of execution of lease. The rent shall be \$.38 per square foot per year, for the area including the space occupied by the hangar only which rent is payable in 12 equal installments monthly in advance on the first day of each and every month. Said rent shall be increased on an annual basis as set forth below.

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

(c) In no event shall the monthly rent be decreased below the amount specified under Section 1(a).

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

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

(f) In the event Lessee chooses to conduct business from hangar, Lessee will also be subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator. If Lessee enters into a

sublease with sublessee, and sublessee conducts business from hangar, sublessee is subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator.

2. Lessee shall use the hangar for the storage of aircraft(s) owned or leased by Lessee and shall be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars. In the event Lessee desires to sublease the hangar, then Lessee must obtain the written permission of Lessor, must provide a copy of a written sublease agreement to Lessor within thirty (30) days of execution and said sublessee will be required to provide insurance as specified herein. In the event of such sublease, the sublessee shall also be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars; Lessee shall pay to Lessor as additional rent an amount equal to twenty percent (20%) of the amount charged by Lessee to Lessee's sublessee, as stated in the sublease agreement, or \$20.00, whichever is greater. If any provisions of this paragraph 2 is violated, Lessee shall forfeit this Lease. Lessor shall be notified in writing requesting Lessor's approval in the event Lessee desires to enter into a sublease.

3. The primary purpose of a hangar shall be for the storage of aircraft and the aircrafts' aeronautical related items. If the hangar is serving its primary purpose, non-aeronautical items can be permitted, at the discretion of the Lessor, if those items do not affect the hangars' primary use. Storage of household items that could be stored in commercial storage facilities is not permissible per FAA guidelines. Residential developments, including living quarters for permanent or long-term use, is incompatible with airport operations and conflicts with grant assurance requirements as well as current zoning laws.

4. Lessee hereby agrees that should Lessee desire to sell or transfer Lessee's interest hereunder and the improvements on said Leased Premises, Lessee shall first submit an offer in writing to Lessor to sell said Leased Premises and improvements to Lessor for the same amount as any bona fide offer received by Lessee in connection therewith, or for the fair market value, as the case may be. Lessee's written offer to Lessor shall be submitted to the City Clerk of the City of Susanville, at least fifteen (15) days prior to a regularly scheduled meeting of the City Council of the City of Susanville, and the City Council shall have thirty (30) days after said meeting within which to accept or reject the offer. In the event that the City Council does not act within that period of time, the offer will be deemed rejected. Should Lessor reject the offer, Lessee may sell the hangar and assign Lessee's rights under this Lease, at the same price as offered to the Lessor, and shall, within fifteen (15) days prior to sale, notify Lessor in writing requesting City approval.

5. This Lease does not confer upon the Lessee the right to infringe on any of the commercial rights granted to any other person by the City of Susanville. This Lease is not a Fixed Base Operator or Commercial Operator Agreement.

6. Upon expiration of this Lease, Lessee shall have the right to remove said airplane hangar from said airport within ninety (90) days. Lessee shall continue to pay the rent then in effect during said ninety-day period. In the event the hangar is not moved off the airport within the ninety (90) days, said hangar shall become the property of the City of Susanville. Any holding over by Lessee past the term of this Lease shall not be deemed a renewal or extension of the term of this Lease.

7. In the event the Master Plan for the Susanville Municipal Airport, or any amendments thereto, requires the Leased Premises for other use or uses, Lessor will furnish to said Lessee at another site on the same airport, an equivalent amount of land for hangar relocation. Any relocation of Lessee's hangar shall be at Lessee's sole cost and expense.

8. Should the Master Plan for the Susanville Municipal Airport, or any amendments thereto, require moving of Lessee's hangar, such relocation shall not be required until the City of Susanville places the Master Plan into effect, and only when the City Council has agreed that the Master Plan is feasible and should be placed into operation. Any relocation of said hangar, however, shall be made so as not to interfere with any construction or other work occurring under the Master Plan. All cost of hangar relocation shall be the responsibility of Lessee.

9. Any hangar constructed on the Leased Premises shall meet the California Building Standards Code, California Fire Code, National Fire Protection Agency (NFPA) Codes and City Airport Standards as adopted by the City of Susanville and shall have the exterior walls and roof of metal or other fire resistant material to be approved by the Building Official of the City; Lessee shall keep Lessee's hangar in a state of good repair, operable doors and windows and able to be properly secured with damage promptly repaired and in such a condition as to not create a fire hazard or a public nuisance. Lessee's hangar may be inspected by the City of Susanville, designated agent, at all reasonable times, and Lessee shall, within fifteen (15) days of being notified that a condition exists in the hangar which in the opinion of the City is a fire hazard or danger to the public health and safety, remedy such condition; if Lessee fails to do so, Lessor may do so at the expense of the Lessee.

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

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

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

13. Standards, rules, and regulations of City of Susanville Ordinance 87-697, as shown in Exhibit "D", or any amendments thereto, are incorporated herein by reference and shall also govern Lessee's use of the Leased Premises.

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

15. Lessee further agrees and covenants that (1) no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such premises and the furnishing of services thereon, no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination, (3) that the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of

Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

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

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

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

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

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

21. The lessee agrees to comply with the notification and review requirements covered in Part 77 of the Federal Aviation Regulations in the event future construction of a building is planned for the (leased, licensed, permitted) premises or in the event of any planned modification or alteration of any present or future building or structure situated on the leased premises. This requires the submission of FAA Form 7460-1, Notice of Construction or Alteration to the FAA.

The lessee by accepting this lease agreement expressly agrees for itself, its successors and assigns that it will not erect nor permit the erection of any structure or building nor permit object of natural growth or other obstruction on the land leased hereunder above a height as determined by the application of the requirements of Title 14 CFR Part 77. In the event the aforesaid covenants are breached, the owner reserves the right to enter upon the land hereunder and to remove the offending structure or object or cut the offending natural growth, all of which shall be at the expense of the lessee.

It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right within the meaning of U.S. Code 40103 (e) and 47107(a)(4).

The lessee will furnish services on a reasonable and not unjustly discriminatory basis to all users, and charge reasonable and not unjustly discriminatory prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. **(In accordance with Grant Assurance #22.b, this provision must be included in any agreement, contract, lease, license, permit to engage in any aeronautical activity at the airport.)**

The lessee will conform to airport and Federal Aviation Administration safety and security rules and regulations regarding use of the airport operations area including runways, taxiways, aircraft aprons by vehicles, employees, customers, visitors, etc. in order to prevent security breaches and avoid aircraft incursions and vehicle/pedestrian deviations; will complete and pass airfield safe driving instruction program when offered or required by the airport; and will be subject to penalties as prescribed by the airport for violations of the airport safety and security requirements.

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

23. Lessee shall not use, or store, any petroleum products except small quantities for Lessee's personal use. Lessee shall not dispose on the Leased Premises any petroleum products, or any material or substances now or hereafter classified as hazardous or toxic under any federal, state, or local law, ordinance, regulation, rule, or order which is now or at any time during the term of this Lease applicable to the Leased Premises or Lessee's use and occupation thereof. Notwithstanding the foregoing, Lessor acknowledges and agrees that the presence of fuel, oil and grease located within the proper receptacles of any aircraft properly stored on the Leased Premises shall not be considered a violation of this section.

24. Lessee hereby agrees to indemnify and hold harmless Lessor from any and all claims, demands, and causes of action, including costs and attorneys' fees, including any litigation in connection with the defense of any claim, demand, or cause of action arising out of or resulting from any hazardous, toxic, or petroleum substance, material, or waste, unless caused by the intentional or otherwise tortious act or omissions of the Lessor. Upon receiving notice of any such claim, demand, or cause of action, Lessee shall, at Lessee's sole cost and expense, immediately cure or commence to cure the problem by taking all action prescribed by applicable federal, state, and local laws, regulations, ordinances, and orders. Lessee's obligation to indemnify Lessor set forth in this paragraph shall survive the expiration or earlier termination of this Lease.

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

26. Upon the date of this Lease, Lessee shall procure and maintain liability insurance of at least \$150,000.00 for one (1) person, \$250,000.00 per occurrence, and property damage insurance of \$100,000.00; provided, however, Lessor may impose additional coverage requirements in amounts to be determined by resolution of the Susanville City Council, and upon adoption of said resolution, Lessee shall have thirty (30) days from written notice thereof to comply with the additional requirements. A Certificate of Insurance evidencing such coverage and naming Lessor, its officers, agents, and employees as additional insureds, shall be filed with the Susanville City Clerk. Said Certificate of Insurance shall guarantee at least ten (10) days advance notice to Lessor, in writing, of any cancellation or reduction of such insurance.

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

immediately surrender possession of the Leased Premises to Lessor. In the event of termination of this Lease, Lessor shall be entitled to recover the following amounts from Lessee:

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

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

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

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

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

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

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

32. This (lease, license, permit, etc.) shall be subordinate to the provisions and requirements of any existing or future agreement between the airport owner/sponsor and the United States, relative to the development, operation, or maintenance of the airport. Failure of the (lessee, licensee, permittee) or any occupant to comply with the requirements of any existing or future agreement between the lessor and the United States, which failure shall continue after reasonable notice to make appropriate corrections, shall be cause for immediate termination of (lessee's, licensee, permittee's) rights hereunder.

33. The terms hereof shall be binding on the heirs, successors and assigns of the parties hereto. This Lease cannot be transferred or assigned without Lessor's prior written approval.

IN WITNESS WHEREOF, the said Lessor by **Resolution No.** \_\_\_\_\_ of the City Council of the City of Susanville, has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE  
LESSOR:

\_\_\_\_\_  
Kathie Garnier, Mayor

Attest:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

LESSEE:

Terry R. Poulsen  
Type Name:

Terry Poulsen  
Type Name:

Toni Poulsen

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

Toni P

Approved as to Form:

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Jessica Ryan, City Attorney

Reviewed by:      City Administrator  
     City Attorney

     Motion only  
     Public Hearing  
  X   Resolution  
     Ordinance  
     Information

**Submitted By:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 17-5400** terminating Airport Hangar Land Lease Agreement, Lot #16 with Stephen Pezzullo and authorizing execution of an Airport Ground Lease Agreement for Hangar #16 with Kevin De Rose.

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** On June 7, 2017, the City Council was presented with the option of purchasing Hangar #16, owned by Stephen Pezzullo, for the amount of \$50,000.00. City Council declined the purchase of the hangar. On June 27, 2017, Kevin De Rose took possession of the Hangar and is now required to execute a new Airport Ground Lease Agreement for Hangar #16.

**FISCAL IMPACT:** Annual revenue of \$1,427.28 per year (3,756 sq/ft at \$0.38 sq/ft)

**ACTION**

**REQUESTED:** Motion approving Resolution No. 17-5400 terminating Airport Hangar Land Lease Agreement, Lot #16 with Stephen Pezzullo and authorizing execution of an Airport Ground Lease Agreement, Lot #16 with Kevin De Rose.

**ATTACHMENTS:** Resolution No. 17-5400  
Airport Ground Lease Agreement Hangar Owned by Lessee, Lot #16 executed by Kevin De Rose.

**RESOLUTION NUMBER 17-5400**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #16 WITH**  
**STEPHEN PEZZULLO AND AUTHORIZING MAYOR TO EXECUTE AN AIRPORT**  
**GROUND LEASE AGREEMENT, LOT #16 WITH KEVIN DE ROSE**

**WHEREAS**, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Lot #5A requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

**WHEREAS**, on May 17, 2017, Stephen Pezzullo offered to sell his interest in the hangar on Lot #16 to the City for \$50,000.00; and

**WHEREAS**, at its June 7, 2017 meeting, the City Council of the City of Susanville rejected purchase of the hangar on Lot #16 owned by Stephen Pezzullo; and

**WHEREAS**, on June 27, 2017 Larry Beck sold his interest in the hangar on Lot #16 to Kevin De Rose for \$50,000.00; and

**WHEREAS**, the Airport Hangar Land Lease Agreement, Lot #16 held by Stephen Pezzullo needs to be terminated and a new Airport Ground Lease Agreement, Lot #16 needs to be executed by Kevin De Rose as the new owner.

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

1. That the Airport Hangar Land Lease Agreement, Lot #16 held by Stephen Pezzullo is hereby terminated; and
2. That Kevin De Rose is the new owner of the hangar on Lot #16 and has executed an Airport Ground Lease Agreement, Lot #16 as required.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July, 2017, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
Jessica Ryan, City Attorney

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

THIS LEASE, made this \_\_\_\_\_ day of \_\_\_\_\_, 2017, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Kevin De Rose, address: P.O. Box 505 Janesville, CA 96114, County of Lassen, State of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of \_\_\_\_\_ (five (5), ten (10), or twenty (20)) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described a Hangar Lot #\_\_, hereinafter referred to as the "Leased Premises", located at the Susanville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

(a) Lessee shall provide a hangar building plan for approval prior to any Lease execution for use as an airplane hangar. Completion of said hangar shall be no more than eighteen (18) months from the date of execution of lease. The rent shall be \$.38 per square foot per year, for the area including the space occupied by the hangar only which rent is payable in 12 equal installments monthly in advance on the first day of each and every month. Said rent shall be increased on an annual basis as set forth below.

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

(c) In no event shall the monthly rent be decreased below the amount specified under Section 1(a).

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

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

(f) In the event Lessee chooses to conduct business from hangar, Lessee will also be subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator. If Lessee enters into a

sublease with sublessee, and sublessee conducts business from hangar, sublessee is subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator.

2. Lessee shall use the hangar for the storage of aircraft(s) owned or leased by Lessee and shall be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars. In the event Lessee desires to sublease the hangar, then Lessee must obtain the written permission of Lessor, must provide a copy of a written sublease agreement to Lessor within thirty (30) days of execution and said sublessee will be required to provide insurance as specified herein. In the event of such sublease, the sublessee shall also be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars; Lessee shall pay to Lessor as additional rent an amount equal to twenty percent (20%) of the amount charged by Lessee to Lessee's sublessee, as stated in the sublease agreement, or \$20.00, whichever is greater. If any provisions of this paragraph 2 is violated, Lessee shall forfeit this Lease. Lessor shall be notified in writing requesting Lessor's approval in the event Lessee desires to enter into a sublease.

3. The primary purpose of a hangar shall be for the storage of aircraft and the aircrafts' aeronautical related items. If the hangar is serving its primary purpose, non-aeronautical items can be permitted, at the discretion of the Lessor, if those items do not affect the hangars' primary use. Storage of household items that could be stored in commercial storage facilities is not permissible per FAA guidelines. Residential developments, including living quarters for permanent or long-term use, is incompatible with airport operations and conflicts with grant assurance requirements as well as current zoning laws.

4. Lessee hereby agrees that should Lessee desire to sell or transfer Lessee's interest hereunder and the improvements on said Leased Premises, Lessee shall first submit an offer in writing to Lessor to sell said Leased Premises and improvements to Lessor for the same amount as any bona fide offer received by Lessee in connection therewith, or for the fair market value, as the case may be. Lessee's written offer to Lessor shall be submitted to the City Clerk of the City of Susanville, at least fifteen (15) days prior to a regularly scheduled meeting of the City Council of the City of Susanville, and the City Council shall have thirty (30) days after said meeting within which to accept or reject the offer. In the event that the City Council does not act within that period of time, the offer will be deemed rejected. Should Lessor reject the offer, Lessee may sell the hangar and assign Lessee's rights under this Lease, at the same price as offered to the Lessor, and shall, within fifteen (15) days prior to sale, notify Lessor in writing requesting City approval.

5. This Lease does not confer upon the Lessee the right to infringe on any of the commercial rights granted to any other person by the City of Susanville. This Lease is not a Fixed Base Operator or Commercial Operator Agreement.

6. Upon expiration of this Lease, Lessee shall have the right to remove said airplane hangar from said airport within ninety (90) days. Lessee shall continue to pay the rent then in effect during said ninety-day period. In the event the hangar is not moved off the airport within the ninety (90) days, said hangar shall become the property of the City of Susanville. Any holding over by Lessee past the term of this Lease shall not be deemed a renewal or extension of the term of this Lease.

7. In the event the Master Plan for the Susanville Municipal Airport, or any amendments thereto, requires the Leased Premises for other use or uses, Lessor will furnish to said Lessee at another site on the same airport, an equivalent amount of land for hangar relocation. Any relocation of Lessee's hangar shall be at Lessee's sole cost and expense.

8. Should the Master Plan for the Susanville Municipal Airport, or any amendments thereto, require moving of Lessee's hangar, such relocation shall not be required until the City of Susanville places the Master Plan into effect, and only when the City Council has agreed that the Master Plan is feasible and should be placed into operation. Any relocation of said hangar, however, shall be made so as not to interfere with any construction or other work occurring under the Master Plan. All cost of hangar relocation shall be the responsibility of Lessee.

9. Any hangar constructed on the Leased Premises shall meet the California Building Standards Code, California Fire Code, National Fire Protection Agency (NFPA) Codes and City Airport Standards as adopted by the City of Susanville and shall have the exterior walls and roof of metal or other fire resistant material to be approved by the Building Official of the City; Lessee shall keep Lessee's hangar in a state of good repair, operable doors and windows and able to be properly secured with damage promptly repaired and in such a condition as to not create a fire hazard or a public nuisance. Lessee's hangar may be inspected by the City of Susanville, designated agent, at all reasonable times, and Lessee shall, within fifteen (15) days of being notified that a condition exists in the hangar which in the opinion of the City is a fire hazard or danger to the public health and safety, remedy such condition; if Lessee fails to do so, Lessor may do so at the expense of the Lessee.

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

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

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

13. Standards, rules, and regulations of City of Susanville Ordinance 87-697, as shown in Exhibit "D", or any amendments thereto, are incorporated herein by reference and shall also govern Lessee's use of the Leased Premises.

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

15. Lessee further agrees and covenants that (1) no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such premises and the furnishing of services thereon, no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination, (3) that the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of

Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

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

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

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

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

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

21. The lessee agrees to comply with the notification and review requirements covered in Part 77 of the Federal Aviation Regulations in the event future construction of a building is planned for the (leased, licensed, permitted) premises or in the event of any planned modification or alteration of any present or future building or structure situated on the leased premises. This requires the submission of FAA Form 7460-1, Notice of Construction or Alteration to the FAA.

The lessee by accepting this lease agreement expressly agrees for itself, its successors and assigns that it will not erect nor permit the erection of any structure or building nor permit object of natural growth or other obstruction on the land leased hereunder above a height as determined by the application of the requirements of Title 14 CFR Part 77. In the event the aforesaid covenants are breached, the owner reserves the right to enter upon the land hereunder and to remove the offending structure or object or cut the offending natural growth, all of which shall be at the expense of the lessee.

It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right within the meaning of U.S. Code 40103 (e) and 47107(a)(4).

The lessee will furnish services on a reasonable and not unjustly discriminatory basis to all users, and charge reasonable and not unjustly discriminatory prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. **(In accordance with Grant Assurance #22.b, this provision must be included in any agreement, contract, lease, license, permit to engage in any aeronautical activity at the airport.)**

The lessee will conform to airport and Federal Aviation Administration safety and security rules and regulations regarding use of the airport operations area including runways, taxiways, aircraft aprons by vehicles, employees, customers, visitors, etc. in order to prevent security breaches and avoid aircraft incursions and vehicle/pedestrian deviations; will complete and pass airfield safe driving instruction program when offered or required by the airport; and will be subject to penalties as prescribed by the airport for violations of the airport safety and security requirements.

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

23. Lessee shall not use, or store, any petroleum products except small quantities for Lessee's personal use. Lessee shall not dispose on the Leased Premises any petroleum products, or any material or substances now or hereafter classified as hazardous or toxic under any federal, state, or local law, ordinance, regulation, rule, or order which is now or at any time during the term of this Lease applicable to the Leased Premises or Lessee's use and occupation thereof. Notwithstanding the foregoing, Lessor acknowledges and agrees that the presence of fuel, oil and grease located within the proper receptacles of any aircraft properly stored on the Leased Premises shall not be considered a violation of this section.

24. Lessee hereby agrees to indemnify and hold harmless Lessor from any and all claims, demands, and causes of action, including costs and attorneys' fees, including any litigation in connection with the defense of any claim, demand, or cause of action arising out of or resulting from any hazardous, toxic, or petroleum substance, material, or waste, unless caused by the intentional or otherwise tortious act or omissions of the Lessor. Upon receiving notice of any such claim, demand, or cause of action, Lessee shall, at Lessee's sole cost and expense, immediately cure or commence to cure the problem by taking all action prescribed by applicable federal, state, and local laws, regulations, ordinances, and orders. Lessee's obligation to indemnify Lessor set forth in this paragraph shall survive the expiration or earlier termination of this Lease.

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

26. Upon the date of this Lease, Lessee shall procure and maintain liability insurance of at least \$150,000.00 for one (1) person, \$250,000.00 per occurrence, and property damage insurance of \$100,000.00; provided, however, Lessor may impose additional coverage requirements in amounts to be determined by resolution of the Susanville City Council, and upon adoption of said resolution, Lessee shall have thirty (30) days from written notice thereof to comply with the additional requirements. A Certificate of Insurance evidencing such coverage and naming Lessor, its officers, agents, and employees as additional insureds, shall be filed with the Susanville City Clerk. Said Certificate of Insurance shall guarantee at least ten (10) days advance notice to Lessor, in writing, of any cancellation or reduction of such insurance.

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

immediately surrender possession of the Leased Premises to Lessor. In the event of termination of this Lease, Lessor shall be entitled to recover the following amounts from Lessee:

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

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

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

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

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

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

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

32. This (lease, license, permit, etc.) shall be subordinate to the provisions and requirements of any existing or future agreement between the airport owner/sponsor and the United States, relative to the development, operation, or maintenance of the airport. Failure of the (lessee, licensee, permittee) or any occupant to comply with the requirements of any existing or future agreement between the lessor and the United States, which failure shall continue after reasonable notice to make appropriate corrections, shall be cause for immediate termination of (lessee's, licensee, permittee's) rights hereunder.

33. The terms hereof shall be binding on the heirs, successors and assigns of the parties hereto. This Lease cannot be transferred or assigned without Lessor's prior written approval.

IN WITNESS WHEREOF, the said Lessor by **Resolution No.** \_\_\_\_\_ of the City Council of the City of Susanville, has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE  
LESSOR:

\_\_\_\_\_  
Kathie Garnier, Mayor

Attest:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

LESSEE:

\_\_\_\_\_  
Type Name:

\_\_\_\_\_  
Type Name:

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

Approved as to Form:

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Jessica Ryan, City Attorney

Reviewed by: JGH City Administrator  
\_\_\_\_\_ City Attorney

\_\_\_\_\_ Motion only  
\_\_\_\_\_ Public Hearing  
X Resolution  
\_\_\_\_\_ Ordinance  
\_\_\_\_\_ Information

**Submitted By:** Heidi Whitlock, Assistant to the City Administrator

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 17-5401** terminating Airport Hangar Land Lease Agreement, Lot #28 with Donald Sokol and authorizing execution of an Airport Ground Lease Agreement for Hangar #28 with Dale Miller.

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** On April 5, 2017, the City Council was presented with the option of purchasing Hangar #28, owned by Donald Sokol, for the amount of \$35,000.00. City Council declined the purchase of the hangar. On April 21, 2017, Dale Miller took possession of the Hangar and is now required to execute a new Airport Ground Lease Agreement for Hangar #28.

**FISCAL IMPACT:** Annual revenue of \$684.00 per year (1,800 sq/ft at \$0.38 sq/ft)

**ACTION**

**REQUESTED:** Motion approving Resolution No. 17-5401 terminating Airport Hangar Land Lease Agreement, Lot #28 with Donald Sokol and authorizing execution of an Airport Ground Lease Agreement, Lot #28 with Dale Miller.

**ATTACHMENTS:** Resolution No. 17-5401  
Airport Ground Lease Agreement Hangar Owned by Lessee, Lot #28 executed by Dale Miller.

**RESOLUTION NUMBER 17-5401  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE  
TERMINATING AIRPORT HANGAR LAND LEASE AGREEMENT, LOT #28 WITH  
DONALD SOKOL AND AUTHORIZING MAYOR TO EXECUTE AN AIRPORT  
GROUND LEASE AGREEMENT, LOT #28 WITH DALE MILLER**

**WHEREAS**, Page 2, Paragraph 3 of the Airport Hangar Land Lease Agreement, Lot #5A requires the Lessee to first submit an offer in writing to the City to sell said Leased Premises and improvements to the City for the same amount as any bona fide offer received by Lessee or for the fair market value, as the case may be; and

**WHEREAS**, on February 28, 2017, Donald Sokol offered to sell his interest in the hangar on Lot #28 to the City for \$35,000.00; and

**WHEREAS**, at its April 5, 2017 meeting, the City Council of the City of Susanville rejected purchase of the hangar on Lot #28 owned by Donald Sokol; and

**WHEREAS**, on April 21, 2017 Donald Sokol sold his interest in the hangar on Lot #28 to Dale Miller for \$35,000.00; and

**WHEREAS**, the Airport Hangar Land Lease Agreement, Lot #28 held by Donald Sokol needs to be terminated and a new Airport Ground Lease Agreement, Lot #28 needs to be executed by Dale Miller as the new owner.

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

1. That the Airport Hangar Land Lease Agreement, Lot #28 held by Donald Sokol is hereby terminated; and
2. That Dale Miller is the new owner of the hangar on Lot #28 and has executed an Airport Ground Lease Agreement, Lot #28 as required.

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July, 2017, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_

Jessica Ryan, City Attorney

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

THIS LEASE, made this \_\_\_\_\_ day of \_\_\_\_\_, 2017, between the CITY OF SUSANVILLE, a municipal corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Dale Miller, address: P.O. Box 323 Milford, CA 96121, County of Lassen, State of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee, for a term of \_\_\_\_\_ (five (5), ten (10), or twenty (20)) years from the date hereof, unless sooner terminated as set forth herein, a certain parcel of land described a Hangar Lot #\_\_, hereinafter referred to as the "Leased Premises", located at the Susanville Municipal Airport and legally described as follows:

SEE EXHIBIT "A" ATTACHED HERETO

(a) Lessee shall provide a hangar building plan for approval prior to any Lease execution for use as an airplane hangar. Completion of said hangar shall be no more than eighteen (18) months from the date of execution of lease. The rent shall be \$.38 per square foot per year, for the area including the space occupied by the hangar only which rent is payable in 12 equal installments monthly in advance on the first day of each and every month. Said rent shall be increased on an annual basis as set forth below.

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

(c) In no event shall the monthly rent be decreased below the amount specified under Section 1(a).

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

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

(f) In the event Lessee chooses to conduct business from hangar, Lessee will also be subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator. If Lessee enters into a

sublease with sublessee, and sublessee conducts business from hangar, sublessee is subject to Exhibit "C" Operator Agreement and "C1" Minimum Standards for Commercial Operator.

2. Lessee shall use the hangar for the storage of aircraft(s) owned or leased by Lessee and shall be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars. In the event Lessee desires to sublease the hangar, then Lessee must obtain the written permission of Lessor, must provide a copy of a written sublease agreement to Lessor within thirty (30) days of execution and said sublessee will be required to provide insurance as specified herein. In the event of such sublease, the sublessee shall also be in compliance with current FAA Policies including Policies on Non-aeronautical Use of Airport Hangars; Lessee shall pay to Lessor as additional rent an amount equal to twenty percent (20%) of the amount charged by Lessee to Lessee's sublessee, as stated in the sublease agreement, or \$20.00, whichever is greater. If any provisions of this paragraph 2 is violated, Lessee shall forfeit this Lease. Lessor shall be notified in writing requesting Lessor's approval in the event Lessee desires to enter into a sublease.

3. The primary purpose of a hangar shall be for the storage of aircraft and the aircrafts' aeronautical related items. If the hangar is serving its primary purpose, non-aeronautical items can be permitted, at the discretion of the Lessor, if those items do not affect the hangars' primary use. Storage of household items that could be stored in commercial storage facilities is not permissible per FAA guidelines. Residential developments, including living quarters for permanent or long-term use, is incompatible with airport operations and conflicts with grant assurance requirements as well as current zoning laws.

4. Lessee hereby agrees that should Lessee desire to sell or transfer Lessee's interest hereunder and the improvements on said Leased Premises, Lessee shall first submit an offer in writing to Lessor to sell said Leased Premises and improvements to Lessor for the same amount as any bona fide offer received by Lessee in connection therewith, or for the fair market value, as the case may be. Lessee's written offer to Lessor shall be submitted to the City Clerk of the City of Susanville, at least fifteen (15) days prior to a regularly scheduled meeting of the City Council of the City of Susanville, and the City Council shall have thirty (30) days after said meeting within which to accept or reject the offer. In the event that the City Council does not act within that period of time, the offer will be deemed rejected. Should Lessor reject the offer, Lessee may sell the hangar and assign Lessee's rights under this Lease, at the same price as offered to the Lessor, and shall, within fifteen (15) days prior to sale, notify Lessor in writing requesting City approval.

5. This Lease does not confer upon the Lessee the right to infringe on any of the commercial rights granted to any other person by the City of Susanville. This Lease is not a Fixed Base Operator or Commercial Operator Agreement.

6. Upon expiration of this Lease, Lessee shall have the right to remove said airplane hangar from said airport within ninety (90) days. Lessee shall continue to pay the rent then in effect during said ninety-day period. In the event the hangar is not moved off the airport within the ninety (90) days, said hangar shall become the property of the City of Susanville. Any holding over by Lessee past the term of this Lease shall not be deemed a renewal or extension of the term of this Lease.

7. In the event the Master Plan for the Susanville Municipal Airport, or any amendments thereto, requires the Leased Premises for other use or uses, Lessor will furnish to said Lessee at another site on the same airport, an equivalent amount of land for hangar relocation. Any relocation of Lessee's hangar shall be at Lessee's sole cost and expense.

8. Should the Master Plan for the Susanville Municipal Airport, or any amendments thereto, require moving of Lessee's hangar, such relocation shall not be required until the City of Susanville places the Master Plan into effect, and only when the City Council has agreed that the Master Plan is feasible and should be placed into operation. Any relocation of said hangar, however, shall be made so as not to interfere with any construction or other work occurring under the Master Plan. All cost of hangar relocation shall be the responsibility of Lessee.

9. Any hangar constructed on the Leased Premises shall meet the California Building Standards Code, California Fire Code, National Fire Protection Agency (NFPA) Codes and City Airport Standards as adopted by the City of Susanville and shall have the exterior walls and roof of metal or other fire resistant material to be approved by the Building Official of the City; Lessee shall keep Lessee's hangar in a state of good repair, operable doors and windows and able to be properly secured with damage promptly repaired and in such a condition as to not create a fire hazard or a public nuisance. Lessee's hangar may be inspected by the City of Susanville, designated agent, at all reasonable times, and Lessee shall, within fifteen (15) days of being notified that a condition exists in the hangar which in the opinion of the City is a fire hazard or danger to the public health and safety, remedy such condition; if Lessee fails to do so, Lessor may do so at the expense of the Lessee.

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

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

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

13. Standards, rules, and regulations of City of Susanville Ordinance 87-697, as shown in Exhibit "D", or any amendments thereto, are incorporated herein by reference and shall also govern Lessee's use of the Leased Premises.

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

15. Lessee further agrees and covenants that (1) no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such premises and the furnishing of services thereon, no person on the grounds of race, color, gender or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination, (3) that the Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of

Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

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

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

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

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

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

21. The lessee agrees to comply with the notification and review requirements covered in Part 77 of the Federal Aviation Regulations in the event future construction of a building is planned for the (leased, licensed, permitted) premises or in the event of any planned modification or alteration of any present or future building or structure situated on the leased premises. This requires the submission of FAA Form 7460-1, Notice of Construction or Alteration to the FAA.

The lessee by accepting this lease agreement expressly agrees for itself, its successors and assigns that it will not erect nor permit the erection of any structure or building nor permit object of natural growth or other obstruction on the land leased hereunder above a height as determined by the application of the requirements of Title 14 CFR Part 77. In the event the aforesaid covenants are breached, the owner reserves the right to enter upon the land hereunder and to remove the offending structure or object or cut the offending natural growth, all of which shall be at the expense of the lessee.

It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right within the meaning of U.S. Code 40103 (e) and 47107(a)(4).

The lessee will furnish services on a reasonable and not unjustly discriminatory basis to all users, and charge reasonable and not unjustly discriminatory prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. **(In accordance with Grant Assurance #22.b, this provision must be included in any agreement, contract, lease, license, permit to engage in any aeronautical activity at the airport.)**

The lessee will conform to airport and Federal Aviation Administration safety and security rules and regulations regarding use of the airport operations area including runways, taxiways, aircraft aprons by vehicles, employees, customers, visitors, etc. in order to prevent security breaches and avoid aircraft incursions and vehicle/pedestrian deviations; will complete and pass airfield safe driving instruction program when offered or required by the airport; and will be subject to penalties as prescribed by the airport for violations of the airport safety and security requirements.

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

23. Lessee shall not use, or store, any petroleum products except small quantities for Lessee's personal use. Lessee shall not dispose on the Leased Premises any petroleum products, or any material or substances now or hereafter classified as hazardous or toxic under any federal, state, or local law, ordinance, regulation, rule, or order which is now or at any time during the term of this Lease applicable to the Leased Premises or Lessee's use and occupation thereof. Notwithstanding the foregoing, Lessor acknowledges and agrees that the presence of fuel, oil and grease located within the proper receptacles of any aircraft properly stored on the Leased Premises shall not be considered a violation of this section.

24. Lessee hereby agrees to indemnify and hold harmless Lessor from any and all claims, demands, and causes of action, including costs and attorneys' fees, including any litigation in connection with the defense of any claim, demand, or cause of action arising out of or resulting from any hazardous, toxic, or petroleum substance, material, or waste, unless caused by the intentional or otherwise tortuous act or omissions of the Lessor. Upon receiving notice of any such claim, demand, or cause of action, Lessee shall, at Lessee's sole cost and expense, immediately cure or commence to cure the problem by taking all action prescribed by applicable federal, state, and local laws, regulations, ordinances, and orders. Lessee's obligation to indemnify Lessor set forth in this paragraph shall survive the expiration or earlier termination of this Lease.

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

26. Upon the date of this Lease, Lessee shall procure and maintain liability insurance of at least \$150,000.00 for one (1) person, \$250,000.00 per occurrence, and property damage insurance of \$100,000.00; provided, however, Lessor may impose additional coverage requirements in amounts to be determined by resolution of the Susanville City Council, and upon adoption of said resolution, Lessee shall have thirty (30) days from written notice thereof to comply with the additional requirements. A Certificate of Insurance evidencing such coverage and naming Lessor, its officers, agents, and employees as additional insureds, shall be filed with the Susanville City Clerk. Said Certificate of Insurance shall guarantee at least ten (10) days advance notice to Lessor, in writing, of any cancellation or reduction of such insurance.

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

immediately surrender possession of the Leased Premises to Lessor. In the event of termination of this Lease, Lessor shall be entitled to recover the following amounts from Lessee:

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

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

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

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

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

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

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

32. This (lease, license, permit, etc.) shall be subordinate to the provisions and requirements of any existing or future agreement between the airport owner/sponsor and the United States, relative to the development, operation, or maintenance of the airport. Failure of the (lessee, licensee, permittee) or any occupant to comply with the requirements of any existing or future agreement between the lessor and the United States, which failure shall continue after reasonable notice to make appropriate corrections, shall be cause for immediate termination of (lessee's, licensee, permittee's) rights hereunder.

33. The terms hereof shall be binding on the heirs, successors and assigns of the parties hereto. This Lease cannot be transferred or assigned without Lessor's prior written approval.

IN WITNESS WHEREOF, the said Lessor by **Resolution No.** \_\_\_\_\_ of the City Council of the City of Susanville, has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE  
LESSOR:

\_\_\_\_\_  
Kathie Garnier, Mayor

Attest:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

LESSEE:

\_\_\_\_\_  
Type Name:

\_\_\_\_\_  
Type Name:

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

Approved as to Form:

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Jessica Ryan, City Attorney

Reviewed by:      City Administrator  
     City Attorney

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

**Submitted by:** Daniel Gibbs, City Engineer

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** **Resolution No. 17-5402** authorizing the City Administrator to prepare and execute an amendment to the existing contract with R.E.Y. Engineers, Inc. (REY) for an additional amount not to exceed \$13,775.00 and continue with the completion of Project Approval and Environmental Documents (PA&ED) for the Susanville Southeast Gateway Project.

**PRESENTED BY:** Jared G. Hancock, City Administrator

**SUMMARY:** In December of 2016, Council approved a 12-month extension to the consulting contract with REY, which would have expired on December 31, 2016. This effort was based upon a Request for Proposals (RFP) that included a previously filed and approved environmental scoping document on the project. Once REY began environmental studies, Caltrans determined that additional work was required.

Specifically, an Archaeological Survey Report / Historic Property Survey Report (ASR/HSPR) is now required, per Caltrans, due to previous concerns that evidence of cultural resources may be present. The investigation and reporting as part of an ASR/HSPR was not scoped in the mini-PEAR (Preliminary Environmental Analysis Report) document prepared at the outset of the project initiation. Staff has met with the State and discussed on numerous occasions these unexpected additions to the scope of the environmental review for the Gateway project with it being identified that additional work is now needed to complete the document.

Caltrans has assisted to some degree by performing preliminary fieldwork and minimizing the requirements of the studies associated with the completion of documents. Additionally, prior efforts research performed for the CAP-M project are being allowed for use now to assist in keeping costs for the environmental portion of the new work to a minimum. The additional amount needed to provide these unanticipated services is \$13,775.00. The total contract value with amendments will now be \$142,640.00.

**FISCAL IMPACT:** \$142,640 in recoverable costs through the State Transportation Improvement Program (STIP). A total of \$160,000 has been allocated through the STIP for this project.

**ACTION REQUESTED:** Motion to approve Resolution No. 17-5402 authorizing the City Administrator to prepare and execute an amendment to existing contract with R.E.Y. increasing the contract by \$13,775 for the total contract to an amount not to exceed \$142,640.

**ATTACHMENTS:** Resolution No. 17-5402

**RESOLUTION NUMBER 17-5402**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE**  
**AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND EXECUTE AN**  
**AMENDMENT TO EXISTING CONTRACT WITH REY ENGINEERS, INC. FOR**  
**PREPARATION OF THE PROJECT APPROVAL AND ENVIRONMENTAL**  
**DOCUMENT (PA&ED) FOR THE SUSANVILLE SOUTHEAST GATEWAY PROJECT**

**WHEREAS**, the City of Susanville desires to complete the environmental phase of the Susanville Southeast Gateway Project; and

**WHEREAS**, the current contract with REY Engineers, Inc. requires additional compensation as a result of unanticipated environmental services not initially scoped as part of the Susanville Southeast Gateway Project; and

**WHEREAS**, the scope of work needed to complete the Project Approval and Environmental Document (PA&ED) now requires further services of a technical nature of the City as a result of discovery and direction requested by the State of California (Caltrans); and

**WHEREAS**, the total compensation required, as a result of consultation with Caltrans and good faith negotiation with the REY Engineers, Inc. shall be increased to an amount not to exceed \$ 142,640.00 as deemed needed to complete the Project Approval and Environmental Document (PA&ED); and

**NOW THEREFORE BE IT RESOLVED**, By the City Council of the City of Susanville that the City Administrator of the City of Susanville is hereby authorized to prepare and execute an amendment to the agreement with REY Engineers, Inc. for completion of remaining services on the PA&ED phase for the Susanville Southeast Gateway Project.

Dated: July 5, 2017

APPROVED: \_\_\_\_\_  
Kathie Garnier, Mayor

ATTEST: \_\_\_\_\_  
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5402 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 5th day of July, 2017, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINING:

\_\_\_\_\_  
Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
Jessica Ryan, City Attorney

Reviewed by: JG City Administrator  
       City Attorney

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

**Submitted By:** James M. Moore, Fire Chief

**Action Date:** July 5, 2017

**CITY COUNCIL AGENDA ITEM**

**SUBJECT:** Quarterly Department Report – Fire Department

**PRESENTED BY:** James M. Moore, Fire Chief

The attached report is a summary of the activities and programs of the Susanville Fire Department for the period of January 14 through June 26, 2017.

**FISCAL IMPACT:** None.

**ACTION REQUESTED:** Information only.

**ATTACHMENTS:** Susanville Fire Department Quarterly Report.

**SUSANVILLE FIRE DEPARTMENT  
QUARTERLY REPORT  
JANUARY 14, 2017 to JUNE 26, 2017**

**PERSONNEL:**

Currently the Susanville Fire Department is fully staffed with 9 Paid Staff (Fire Chief, Battalion Chief, 3 Captains, 1 Engineer, 2 Firefighters and Administrative Assistant). The volunteer organization currently has 1 Chaplain\*, 18 volunteer members (1 Captain, 2 Lieutenants, 11 volunteers and 4 Incident Support personnel).

**STATISTICS:**

The fire department responded to 578 incidents for a total of 668 labor hours. Of those 578 incidents, 5 were wildland/ Vegetation fires, 7 building fires, 3 Cooking fires, 11 chimney/flue fires, 396 medical assists, 13 motor vehicle accidents with no injuries, and 1 extrication, 45 gas leaks (natural gas or propane), 11 electrical problems, 8 flood assessments, and 6 severe weather/disaster standby. The remaining incidents were public service assistance, service calls, assist police, good intent, heat detector, smoke detector, carbon monoxide detector or alarm system activation, etc.

**FIRE RESPONSES:**

Our staff responded to 15 different fires for a total of 18.5 labor hours

1. Structure Fire 471-475 Diane Drive, on January 17, 3 personnel
2. 733 Shasta Street Susanville City on January 31, 2 personnel
3. Structure Fire 2321 Riversides Drive Susanville City on February 18, 17 personnel
4. 320 Limoneria Avenue #8 Susanville City on March 8, 8 personnel
5. Vegetation Fire 340 Carroll Street Susanville City on March 29, 7 personnel
6. 607.5 Cottage Street Susanville City on April 9, 2 personnel
7. Structure fire 25 Emerald Court Susanville City on April 10, 11 personnel
8. Structure Fire 1170 Brian Court Structure Fire Susanville City on April 22, 10 personnel
9. 35 Small Street Susanville City Flue fire April 24, 3 personnel
10. Vegetation Fire Paul Bunyan/ Skyline Drive on May 5, 2 personnel
11. Structure Fire 2755 Main Street Susanville City on May 21, 9 personnel
12. 106 Robs Way Cooking Fire Susanville City on June 7, 6 personnel
13. Vegetation Fire 1725 Fifth Street Susanville City on June 10, 2 personnel
14. Vegetation fire 704-550 Bangham Lane on June 15, 8 personnel
15. Vegetation fire 475-600 Ladybug Lane on June 18, 8 personnel

**OES:**

The fire department is still awaiting the assignment of our Type II OES HazMat response vehicle HM32. This program is funded through HazMat by Rail. We have scheduled and started preparing HazMat Classes, beginning July 10 and continuing into November.

**GRANTS:** We resubmitted our 2016 FEMA AFG grant for a New Quint Ladder Truck, and submitted one for Headsets for the amount \$80,000.

**VOLUNTEERS:**

Currently the fire department has 18 volunteer members (1 Captain, 2 Lieutenants, 11 volunteers) and 5 perspective applicants in the process of becoming members, 2 of those applicants are coming from our Explorer program. We have increased our Explorer capacity to 10 cadets, and have accepted 7 new applicants. The department continues to have dedicated volunteers who help with hose testing, attending community events, providing coverage at the station due to multiple emergencies, wildland fires, etc.

**FACILITY:**

Landscaping in front of our station.

**TRAINING:**

1367.15 training hours were logged for this quarter. The training consisted of: CPR, Fire Fighter Safety, Pre-fire Training, SCBA, Tool and Equipment Maintenance Repair, Consisting of 298 Hours. Ground Ladders, Structure Attack, Ropes and Knots and Hitches, Vehicle Extrication, consisting of 337 Hours. Water Rescue consisted of 89 Hours, Ventilation/Pumping, and Foam Training 175 Hours. Upcoming multi agency training will consist of; Low Angle Rescue, Truck Operations, Hazmat Training, Pump Ops and Ladders.

**PREVENTION:**

We conducted 102 Annual business inspections and 14 new business inspections for the quarter.

**PUBLIC EDUCATION:**

During this quarter we conducted 6 station tours, 12 site visits,

**COMMUNITY CPR AND FIRST AID:**

A partnership has been formed with SEMSA and the Lassen County Health Department to provide community CPR courses on a quarterly basis. We conducted 2 CPR classes to the general public this quarter. The next class is scheduled for September 16.

**CODE ENFORCEMENT:**

In April of this year the Fire Department mailed reminder notices to all city residents as to when the abatement deadline would be so they could prepare their property by clearing weeds and tall grass. We have had good success with this program. To date we have processed 60 properties that were not compliant to the approved City standards.

## **APPARATUS MAINTENANCE:**

Apparatus maintenance was relatively routine, however, there are a few of items to note:

- Fire Chief 600: Replaced Battery, repaired Negative battery cable, rotated tires and checked lights and topped off fluids. Replaced brake pads and rotors
- Engine 621 Annual Maintenance and Serviced.
- Engine-622: Annual Maintenance and Serviced. Hose tested, and cleaned engines compartments. Old winch cable was removed and new one was installed.

## **EVENTS**

Fire Department participated in Walk a Mile Marathon, Health and Wellness Fair, Children's Fair (Cancellation Due to rain), and Every 15 Minutes with the Lassen High School. We also held our Annual Fire Fighter of the Year Banquet, this year's award went to Benny Morrow.

## **WINTER STORM FEBRUARY 8-FEBRUARY 10, 2017**

### **INCIDENT OVERVIEW:**

23 Incident calls

4-Flood Assessments

11-Medical

Preparation for this storm started one week prior, checking water levels as well as city staff preparing and planning. 5000 Sandbags we issued out to the general public, residents also purchased and filled their own sand bags prior to, and during the storm. 5 loads of sand were delivered to the Fire Department.

Personnel consisted of 1-Chief 1-Battalion Chief, 4 career staff assisted for 2 days for approximately 55 hours of overtime. 1 Administrative Assistant 2 hours of overtime for support of fires and floods. 12 Volunteers staffed the station from Thursday morning until Friday, approximately 12 hours each.

FEMA-4301-DR-CA waiting on the funding for projects.

FEMA-4308-DR-CA has been submitted and awaiting assessment team to evaluate.