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

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

Susanville City Council
Regular Meeting ♦ City Council Chambers
July 19, 2017 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 17-5404

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:**
 - A CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION— Significant exposure to litigation pursuant Government Code section 54956.9(d)(2) regarding one (1) potential case
 - B CONFERENCE WITH LABOR NEGOTIATORS – pursuant to Government Code Section §54957.6
 - 1 Agency Negotiator: Jared G. Hancock
 Bargaining Unit: Fire, SPOA
- 4 **RETURN TO OPEN SESSION:** (recess if necessary)
 - *Reconvene in open session at 7:00 p.m.*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Councilmember Schuster*
 - *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 minutes from the City Council's June 7, 2017 meeting
- B Approve vendor warrants numbered 100749 through 100877 for a total of \$771,235.59 including \$112,210.86 in payroll warrants
- C Receive and file Monthly Finance Report: June 2017

7 **PUBLIC HEARINGS:**

- A Consider approval of **Resolution No. 17-5384** establishing and adopting Schedules of Fees for Services previously Resolution No. 17-5368

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider request to allow the sale of alcoholic beverages concessions at the Diamond Mountain Golf Course Club House on August 19, 2017 and authorizing the Susanville Sunrise Rotary to obtain appropriate licensing
- B Consider fee waiver request for use of Memorial Park for Art in the Park events, July 11 – August 15, 2017

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

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

12 **CONTINUING BUSINESS:** No business.

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

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:

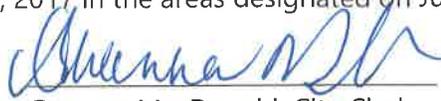
15 **ADJOURNMENT:**

- *The next regular City Council meeting will be held on August 2, 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, 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 19, 2017 in the areas designated on July 14, 2017.

A handwritten signature in blue ink, appearing to read "Gwenna MacDonald", written over a horizontal line.

Gwenna MacDonald, City Clerk

Reviewed by: City Administrator
 City Attorney

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: July 19, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's June 7, 2017 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's June 7, 2017 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's June 7, 2017 meeting.

ATTACHMENTS: Minutes: June 7, 2017

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
June 7, 2017– 5:00 p.m.

Meeting was called to order at 5:00 p.m. by Mayor Garnier.

Roll call of Councilmembers present: Brian Wilson, Kevin Stafford, Joe Franco, Mendy Schuster and Kathie Garnier.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; Dan Newton, Public Works Director; James Moore, Fire Chief; Deborah Savage, Finance Manager; and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve the agenda as submitted; motion carried unanimously.

Mayor Garnier provided the opportunity for a member of the public to speak from the floor regarding a Public Comment that was not related to an item on the agenda.

Larry Beck discussed conditions at the Diamond Mountain Golf Course. He lives near the 7th tee, and discussed the dilapidated condition of the cart barn, the equipment sitting around, and stated that he has no complaint regarding how the Course is run, but the condition of how it is maintained.

1A 5:00 – 6:00 p.m. Budget Workshop: FY 2017/2018

Ms. Savage reviewed the goals and objectives of the workshop and presented the following PowerPoint presentation:

Slide one

- Purpose of Budget Workshop
- Obtain Council and Community Input
- Review Individual Major Funds
- Review Revenues and Expenses
- Next Step
- Preparation of 2017/2018 Budget
- Budget Adoption

Slide two

Major funds:

- PUBLIC WORKS ADMINISTRATION
- STREETS
- WATER UTILITY FUND
- NATURAL GAS UTILITY FUND
- AIRPORT
- GOLF COURSE
- GENERAL FUND

Slide three

Fund Accounting

The basic principal of Governmental Generally Accepted Accounting Principles (GAAP) is fund accounting. Because of the diverse nature of governmental operations and the numerous legal and fiscal constraints, it is impossible to record all financial transactions and balances in a single accounting entity. Therefore a governmental unit (City of Susanville) uses separate funds which function as an individual fiscal and accounting entity.

Slide four

Types of funds used in governmental accounting:

Governmental Funds:

1. Special Revenue Funds
2. Debt Service Funds
3. Capital Projects Funds
4. General Fund

Proprietary Funds

1. Enterprise Funds
2. Internal Service Funds

Fiduciary Funds

1. Agency Funds

Ms. Savage reviewed the City's current funds as follows:

Slide five

Governmental

- Special Revenue – 13 Funds
Housing Funds, Mitigation Funds, Streets Fund, etc.
- Capital Projects – 1 Fund
City Hall Parking Lot Project
- Debt Service – 4 Funds
Miller Fletcher, City Hall, 2013 CalPERS Refunding Loan, Community Pool
- General Fund – 1 Fund
*Administrative Services Department. Administration, Personnel, Finance, Building/Planning, Community Services (Parks)
Police Department
Fire Department*

Slide six

Proprietary Funds

- Enterprise – 5 Funds
Water, Natural Gas, Geothermal, Airport, and Golf Course.
Enterprise funds are used to account for any activity for which a fee is charged to external users for goods and services.
- Internal Service – 4 Funds
Public Works Administration, Other Post-Employment Benefits (OPEB), Risk Management and Payroll

Internal Services are primarily services being provided to other funds. Since Internal Service funds do not have any revenues, all their expenses are charged out to the other funds.

Slide seven

Fiduciary

- Agency – 4 Funds
Historic Uptown Susanville Association (HUSA), Local Agency Formation Commission (LAFCO), Lassen County Air Pollution Control District, and Regional Water Management Group

Agency funds are used to account for resources held by the City in a purely custodial capacity for other government agencies or private organizations

Slide eight and nine

Accounting terms

- Fund Balance
- Assets – Liabilities = Fund Balance
- Examples of Assets: cash, property, machinery & equipment, inventories, and pre-paid items.
- Examples of Liabilities: accounts payable, customer deposits, debt service, and pension obligations.

Ms. Savage reviewed the services provided by the Public Works Administration fund, explaining that as one of the City's internal service funds they have no revenue source and must charge their services to other funds. The City has a contract to provide Administrative Services to the Air Pollution Control District and that helps to offset expenses.

Slide ten

- PUBLIC WORKS ADMINISTRATION

Revenues and Expenses

	16/17 Budget	16/17 YTD	17/18 Budget
Revenues	\$ 800,115	\$ 775,118	\$ 950,353
Expenses	\$ 849,635	\$ 602,299	\$ 950,353

Changes to budget: \$12,500 SCADA (Utility Controls & Monitoring), Engineering Software Updates, and \$75,075 Stand-by expense previously directly charged to Water, Gas and Streets. The estimated Fund Balance as of 6/30/2017 is \$120,000.

Mayor pro tem Franco requested an explanation of the stand-by expense.

Mr. Newton explained that employees who are available for after hours call back for emergencies or other tasks related to the utilities will be paid through Public Works Admin. As part of an internal restructure, the Department has some highly skilled operators that will become part of the stand-by rotation and they could be called out for any water, natural gas or geothermal emergency. The funding for Public Works Admin comes from the individual Water, Streets and Natural Gas enterprise funds into Public Works admin.

Mr. Hancock added that past practice was that mid-level employees for the individual utility were on call, and if they were called out after regular hours, the charges for their time were allocated to the respective utility. Part of the reason for restructuring is to provide the necessary safety and oversight to make sure that the City doesn't have a mid-level employee responding to the emergency alone. This allows the department to create an on-call system that includes supervision and management and doing so on a department wide basis. The costs will still be charged to each individual utility, however it provides a tracking mechanism for the stand-by costs to be channeled through Public Works Admin.

Slide 11

▪ STREETS FUND

With the passage of SB 1 or the Road Repair and Accountability Act of 2017, the State of California will be increasing the gasoline tax 12 cents and the diesel tax by 20 cents beginning November 1, 2017. It also creates a Transportation Improvement Fee starting January 1, 2018 with rates based on the value of registered motor vehicles. California drivers will pay an additional \$25 to \$175 for annual registration depending on the value of their vehicles. Electric vehicles will also be assessed a \$100 per year fee. The money is intended for road repair, though it also includes more funding for public transit. The bill also stipulates the repayment of \$706 million by the state General Fund over the next three fiscal years: for the borrowing of transportation funds. What does this mean for the City?

Slide 12

▪ STREETS FUND

The allocation of the Road Maintenance and Rehabilitation Account revenue is anticipated to make available to the City between \$200,000 and \$400,000 annually in additional funding for:

- Road maintenance and rehabilitation
- Safety projects
- Traffic control devices
- In some cases may satisfy local match requirements in order for projects using federal funds.

Slide 13

▪ STREETS FUND

To be eligible to utilize these funds, the Road Repair and Accountability Act contains a local agency maintenance of effort (MOE) requirement. The Act states that the MOE requirement is to ensure that these new roads funds do not supplant existing levels of city general fund revenue spending on streets and roads.

For receipts of RMRA funds, the City must maintain General Fund spending at no less than the average of the 2009-10, 2010-11, and 2011-12 fiscal years.

The average of these fiscal years is approximately \$223,148 annually from the General Fund

Ms. Savage explained that in regards to the revenue listed on Slide 14 for 2017-2018, staff was notified that the City will be receiving less than initially reported, so the correct figure for 2017-2018 revenue is \$775,000, and not \$812,645.

Mr. Hancock added that the City receives estimates of annual funding each year, and the initial estimate was \$118,000. An updated number was received after the preparation of the report, and the funding has been reduced to \$80,000. The Councilmembers who serve on the Lassen County Transportation Commission are aware that historically the funds come to the City at the discretion of the Commission. The County has requested the funding this year and discussions are occurring regarding the apportionment of funds moving forward.

Slide 14

▪ STREETS FUND

	Revenues and Expenses		
	16/17 Budget	16/17 YTD	17/18 Budget
Revenues	\$ 4,220,395	\$ 2,595,577	\$ 812,645

Expenses \$ 4,039,330 \$ 2,649,286 \$ 782,634

Ms. Savage explained that the 2016-2017 budget includes \$3.2 million in STIP project funding. 2017-18 budget is operational only. Approved projects are carried over each year.

Changes included in current budget:

- Stand-by for Street Supervisor moved to PW Admin
- Increase in supplies and construction services for striping and asphalt. Increase in transfers in from Water and Natural Gas funds for street repairs.

Estimated Fund Balance @ June 30, 2017 - \$40,000

Slide 15

▪ WATER ENTERPRISE FUND

Revenues and Expenses - Operations

	16/17 Budget	16/17 YTD	17/18 Budget
Revenues	\$ 2,429,539	\$ 1,885,630	\$ 2,475,869
Expenses	\$ 2,512,176	\$ 2,164,608	\$ 2,785,971
			(\$310,102) Deficit 17-18
Depreciation			\$ 377,333

Revenues and Expenses – CIP Fund

Revenues	\$ 388,876	\$ 227,326	\$ 710,160
Expenses	\$ 0	\$ 0	\$ 0

Revenues and Expenses – Johnstonville Water System

Revenues	\$ 8,130	\$ 9,912	\$ 8,130
Expenses	\$ 8,130	\$ 5,418	\$ 8,130

Slide 16

▪ WATER ENTERPRISE FUND

Changes included in proposed budget:

Standby moved to Public Works Administration

Increases to:

Professional Services for water master plan

Technical Services for tank inspection

Travel & Training

Electricity- for LMUD rate increase

Machinery & Equipment – for a valve exerciser

Vehicles – service truck

Taxes, Fees – credit card service fees

Transfer out to Streets – for road repairs for water utilities

Infrastructure Surcharge

Estimated @ 6/30/16

Cash in Stabilization Fund	\$ 3,000,000
Cash in Operations Fund	\$ 40,000
Cash in CIP Fund	\$ 450,000
Combined Cash Balance	\$ 3,490,000
Fund Balance	\$ 2,800,000

Mr. Hancock commented that the water fund is on very stable footing, has a good reserve, but the fund balance is not that high. The fund balance is calculated by valuing all of the assets in the ground, but there is also a large debt that goes along with it. All of the bond payments and expenses that are associated with it are included in the fund balance. In contrast, in a few upcoming slides, the Council will be reviewing the Golf Course and Airport. Both enterprise funds have a very high fund balance but low cash balance. The value of those assets is significant, with no loans or debt service payments.

Slide 17

▪ NATURAL GAS ENTERPRISE FUND

Revenues and Expenses

	16/17 Budget	16/17 YTD	17/18 Budget
Revenues	\$ 4,647,145	\$ 4,029,398	\$ 4,628,450
Expenses	\$ 4,531,990	\$ 4,060,354	\$ 4,663,440
			(\$ 34,990) Deficit 2017-2018
		Depreciation	\$ 396,531

Estimated @ 6/30/16

Cash in Stabilization Fund	\$ 1,807,075
Cash in Operations Fund	\$ 4,028,697
Combined Cash Balance	\$ 5,835,772
Fund Balance –	(\$ 18,000)

Ms. Savage pointed out that this illustrates the point that Mr. Hancock made regarding the fund balance. The natural gas system has a lot of debt associated with it because it is a new system, which results in a negative fund balance.

Mayor Garnier commented that at some point, the system would begin to realize a higher fund balance. She asked if the City would at that time be in a position to reduce some of the fees associated with the utility.

Mr. Newton said that in order to facilitate the discussion, the utility as a whole should be evaluated. There has been an increase in cash balance over the years, and it will be useful when the City has to start looking at aging infrastructure that will need to be replaced, such as aging water meters and those types of things. Looking at the big picture of the utility would be the best approach when considering any reduction in fees or rates.

Slide 18

▪ NATURAL GAS ENTERPRISE FUND

Changes included in proposed budget:

- Machinery & Equipment
- Purchase of replacement meters \$ 50,000
- Transfer out to Streets
- For road repairs for gas utility \$ 69,744

Slide 19

▪ AIRPORT ENTERPRISE FUND

Revenues and Expenses

	16/17 Budget	16/17 YTD	17/18 Budget
Revenues	\$ 112,500	\$ 82,340	\$ 113,000

Slide 24 and 25

Ms. Savage reviewed the fund overview slide, with Overall Fiscal Health of the General Fund / history of general fund cash, which illustrated the budgeted and estimated revenues and expenses for fiscal year 2016/2017 and budgeted amounts for fiscal year 2017/2018 as follows:

	16/17 Budget	16/17 Estimated	17/18 Budget
Revenues	\$ 5,527,608	\$ 5,493,608	\$ 5,566,279
Expenses	\$ 5,646,525	\$ 5,563,224	\$ 5,810,010
	(\$ 118,917)	(\$ 69,616)	(\$ 243,731)

General Fund Reserve \$ 1,074,992

Reserve Objective \$ 1,112,456 (20% of annual operating revenue)

Estimated Fund Balance @ 6/30/2017 (Includes Reserve) \$ 2,585,438

Slide 26

Ms. Savage reviewed the departmental requests that are included in proposed budget:

- Police
\$ 294 increase for sewer rate change
- Fire
\$ 300 increase to dispatch services
\$1,000 increase to electricity
- Administrative Services
\$ 982 increase for sewer rate change
\$3,360 increase to postage to replace decommissioned mailing machine
- Proposed budget includes previously bargained increases to payroll costs. It does not contain any allocations for new contracts currently under negotiations.

Slide 27 and 28

Ms. Savage discussed the overall fiscal health of the City by reviewing long and short term debt:

Long Term Debt

- City Hall (General Fund) \$ 1,189,719 – Final Payment 9/1/2027
- CalPERS Side Fund Refunding Loan \$ 4,221,000 – Final Payment 6/30/2028
General Fund - \$ 3,081,330
Other Funds - \$ 1,139,670
- Utility Infrastructure \$ 32,715,000 – Final Payment 6/30/2045
- Community Pool \$1,135,000 – Final Payment 9/1/2030

Short Term Debt

- Housing Loans (General Fund) \$ 148,857– Final Payment 6/30/2019

Councilmember Wilson asked if the employee retirement incentive was paid off. Ms. Savage responded that it was.

Slide 29 and 30

PERS RISK POOL UNFUNDED LIABILITY

Ms. Savage explained that in 2015/2016 CalPERS began requiring participants to make lump sum payments towards their unfunded liability in addition to the normal pension costs calculated as part of payroll.

Unfunded Liability balances at 6/30/16

- Safety Risk Pool Amount \$ 4,806,085
- Miscellaneous Risk Pool Amount \$ 3,614,889

Slide 31 to 33

PERS RISK POOL UNFUNDED LIABILITY

	Annual Risk Pool Payments		
	Safety	Miscellaneous	
2015/16	\$ 179,770	\$ 155,599	Actual
2016/17	\$ 213,396	\$ 177,729	Actual
2017/18	\$ 265,029	\$ 213,383	Actual
2018/19	\$ 341,524	\$ 269,345	Estimated
2019/20	\$ 422,369	\$ 328,473	Estimated
2020/21	\$ 472,863	\$ 367,159	Estimated
2021/22	\$ 529,220	\$ 412,086	Estimated
2022/23	\$ 569,807	\$ 445,078	Estimated

Ms. Savage explained that the figures beyond 2022 have not been provided by CalPERS.

Mayor Garnier asked if the budgeted deficit for 2017/2018 includes this obligation. Ms. Savage responded that it was included.

Mr. Hancock added that this is one of the biggest concerns facing California Cities, and this payment is not related to the side fund that the City was able to refinance and reduce to a lower interest payment. This represents the estimate of liability anticipated for the risk pool that the City is part of.

Ms. Savage reviewed the breakdown of payments and the allocation to City funds.

	Annual Risk Pool Payments Charged To City Funds	
	General Fund	All Other Funds
2017/18	\$ 349,241	\$ 129,171
2018/19	\$ 445,935	\$ 164,935
2019/20	\$ 548,115	\$ 202,727
2020/21	\$ 630,017	\$ 210,005
2021/22	\$ 687,153	\$ 254,153
2022/23	\$ 740,866	\$ 274,019

Ms. Savage explained that in December 2016, CalPERS voted to lower the discount rate from 7.5% to 7% over three years beginning in fiscal year 2018-19. The discount rate is also known as the assumed rate of return that CalPERS expects its investments to earn during the fiscal year. By lowering the rate, the value of our plan's funded status is also reduced, causing employer contributions to increase.

The estimated total Pension Cost to the City (includes payroll, risk pool payment and side-fund loan payment):

2017/18	\$ 1,296,040
2018/19	\$ 1,549,707
2019/20	\$ 1,706,735
2020/21	\$ 2,020,676
2021/22	\$ 2,328,639
2022/23	\$ 2,657,104

Slide 34

Ms. Savage reviewed the City Budget Policies as established by Resolution No. 16-5265:

- Adopt a balanced budget by June 30 of each year.
- Review all fees and charges annually.
- Fund balances in excess of the reserve requirements, may be used to fund one-time expenditures.
- Strive to reach and maintain a General Fund reserve equal to (20%) of annual operating revenues.
- 50% of prior fiscal year audited actual surplus (when available) to be set aside for reserve until 20% goal is attained.
- Cash reserve above the 20% set aside in reserve will become available for spending (one –time expenditure).
- Maintain fiscal solvency.

Ms. Savage added that a four-fifths vote by City Council is required to amend the budget policies. She turned the floor back to Mr. Hancock.

Mr. Hancock explained that the next steps in the process would be to provide direction to staff regarding the preparation of the fiscal year 2017/2018 budget. There are adjustments that can be made, and staff is looking for an emphasis on providing the best possible services to the community. The workshop is an opportunity for the public to provide input on the process. Regarding the deficit, the City has gone into the year with a deficit budget and throughout the year, opportunities for savings occur, the departments operate with the highest level of efficiency. He recognized the department heads for coming together as a team, for putting some of the projects that they may want to undertake on hold in order to keep the numbers down, and the budget contains very few changes from the adopted 2016/2017 budget.

Mayor Garnier commented that it was probably time for the City to revisit the idea of a sales tax to increase revenues, since they have remained steady for the last ten years.

Councilmember Schuster commented that she was not sure that the community would support an increase in sales tax.

Mayor pro tem Franco stated that the County has one of the lowest sales taxes in the State, and it will have to be sold to the voters in order to gain their support.

There being no public comments, the Budget Workshop was closed at 6:35 p.m.

At 6:35 p.m. the City Council took a five minute recess

2 **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS:** No business.

3 **CLOSED SESSION:** At 6:40 p.m. the Council entered into Closed Session to discuss the following:

- A PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
1. Approved Position List
 2. Employee Status Report
 3. Public Employee Performance Evaluation: City Administrator

At 7:13 the City Council recessed closed session.

4 **RETURN TO OPEN SESSION:**

At 7:15 p.m. the City Council reconvened in Open Session.

Staff present: Jared G. Hancock, City Administrator; Jessica Ryan, City Attorney; James Moore, Fire Chief; John King, Police Chief; Deborah Savage, Finance Manager; Craig Sanders, City Planner; Quincy McCourt, Project Manager and Gwenna MacDonald, City Clerk.

Mr. Hancock reported that prior to Closed Session, the City Council approved the agenda as submitted.

Mayor Garnier offered the Thought of the Day.

5 **BUSINESS FROM THE FLOOR:**

Pat Holley thanked the City Council for the opportunity to speak in a public forum regarding matters that concern many people in the community, and that is the issue of crime and illegal activity. There are many people who do not feel safe in Susanville, and he understands that there are limited resources and providing additional officers to patrol the streets is not addressing the problem if the courts are not convicting the guilty parties properly. They have no incentive to stop the illegal behavior because they know they will get away with it.

Tina Cordoba discussed complaints that she has received from clients, and the number of suspicious looking people that are just roaming around the neighborhood cause her concern when her office normally has just a few women working alone. She thanks the Council for taking steps to approve the Property Maintenance ordinance, but that is just the first step in cleaning up Susanville.

Gary Feldt agreed with the comments made, and also supports the property maintenance ordinance.

Dennis Heinz spoke regarding the cultivation of medical marijuana, and the recent activity in grow laws in Lassen County. He is a county resident, and he stated that there used to be fewer crimes in town when there was a dispensary.

Tom Wasson spoke regarding the problems with crime, adding that technology makes it easier for people to move around and take advantage of the system and get away with more illegal activities. Politicians and law enforcement cannot do much against that. Neighborhood watch committees help, and it is a nationwide problem, and not just a Susanville problem.

Councilmember Schuster recused herself from consideration of the Consent Calendar due to a family owned business listed on the Vendor Warrant report. Councilmember Schuster exited the Council Chambers.

- 6** **CONSENT CALENDAR:** Mayor Garnier reviewed the items on the Consent Calendar:
- A Approve minutes from the City Council's May 3, 2017 meeting
 - B Approve vendor warrants numbered 100343 through 100499 for a total of \$592,222.84 including \$212,108.72 in payroll warrants

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the Consent Calendar; motion carried; Ayes: Wilson, Stafford, Franco and Garnier. Abstain: Schuster.

Councilmember Schuster returned to the Council Chambers.

- 7** **PUBLIC HEARINGS:** No business.

- 8** **COUNCIL DISCUSSION/ANNOUNCEMENTS:** None.
Commission/Committee Reports:

- 9** **NEW BUSINESS:**

9A **Consider the sale of Susanville Municipal Airport Hangar #16** Mr. Hancock explained that the City has received notification from the owner of Hangar #16, Steve Pezzullo indicating that he wants to sell his hangar at the Susanville Municipal Airport. He has received an offer to purchase the hangar in the amount of \$50,000, and as part of the agreement with the City, the owner must offer the hangar to the City for purchase as the City has the right of first refusal.

Mayor pro tem Franco stated that in light of the budget discussion he would prefer to pass on purchasing a hangar.

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to decline the option to purchase Hangar #16; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

9B **Consider Resolution No. 17-5387 establishing Flood/Emergency Declarations Budget for FEMA 4301-DR-CA and FEMA 4308-DR-CA** Ms. Savage explained that during the flood events in January and February, the City sustained damages to various facilities, and since a State of Emergency was declared the City has been able to apply to FEMA for financial assistance. A Flood/Emergency Declarations Fund has been established to capture all costs associated with repairing these facilities, including some upfront costs for labor and materials for repairs to the Little League Park and Diamond Mountain Golf Course. A budget amendment of \$50,000 has been requested to cover the expenses. Ms. Savage explained that the first reimbursement request had been submitted, and 93.75 percent of the costs will be covered through FEMA and the State of California if approved.

Councilmember Wilson asked if the State of Emergency had been declared for both events.

Ms. Savage responded that presidential approval had just recently been received for the second event.

Councilmember Wilson asked for an estimated time frame of receiving the reimbursement funding.

Chief Moore responded that FEMA has not provided any indication of a time frame and they have been overwhelmed by paperwork.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5387; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

9C Consider approval of sponsorship request from Lassen County Fair for 2017 Lassen County Fair events Mr. Hancock explained that the City receives a request every year to contribute for the fireworks display that the Lassen County Fair hosts on the Fourth of July. A few years previously, the City requested that the Fair Board bundle the request to provide a financial contribution for various activities from the Fourth of July through fair week. In addition the City has traditionally provided support through added security staffing during shows and events and street closure assistance for the parade. This year the Lassen County Fair has again requested a contribution of \$2,500 from the City of Susanville to support 2017 Lassen County Fair activities. Staff recommends providing funding through the fiscal year 2017/2018 Civic Promotions budget. The expenses will not occur until the next fiscal year budget, however the request is submitted early because it is needed very early in July.

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to approve the contribution in the amount of \$2,500; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

9D Consider fee waiver request for use of Riverside Softball Field on June 18, 2017 Mr. Hancock stated that the City received a letter of request from James Cross, of Narcotics Anonymous, to utilize the Riverside Park for co-ed softball games to be held on June 18, 2017. They are requesting a fee waiver of \$90.00 for use of the park as they are a nonprofit organization.

Councilmember Wilson noted that the letter of request states that it is an annual game, but he did not recall the request coming in during previous years.

Mr. Hancock responded that he had not communicated directly with the group, and could not clarify any other details of the request. It was conveyed to him that they are a regional organization and they get together, create teams and play against each other as one of their recovery-based activities.

Councilmember Wilson stated that he would not be in favor of an organization coming in from out of the area to use the City's ball fields and request to use them for free.

Motion by Councilmember Wilson, second by Councilmember Stafford, to deny the request for a fee waive; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

9E Consider Resolution No. 17-5388 authorizing Utility Service Agreement between City of Susanville and Honey Lake Valley Recreational Authority for Honey Lake Valley Community Pool

Mr. Hancock reported the City will be providing water, natural gas and geothermal utilities to the community swimming pool which is owned and operated by the Honey Lake Valley Recreation Authority (HLVRA). An Agreement for utility services has been prepared that will provide water to community pool at no charge to HLVRA; provides natural gas at the "raw cost" and provides geothermal at a per-square foot cost according to the existing geothermal rate structure during the winter season. The agreement also stipulates that a rate be developed which reflects geothermal pumping costs during the summer months. The City requires all geothermal customers to have a back-up heat source, and the pool has a natural gas backup heat source. Mr. Hancock referred to the natural gas resolution, and stated that staff's recommendation is

for the resolution to be revised in order to include the Community Pool as eligible for the 'raw cost' rate in order to provide support for the facility.

Councilmember Wilson asked for the square footage of the bath house building.

Mr. Hancock responded that it was 1,800 square feet.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution No. 17-5388; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

9F Consider Resolution No. 17-5390 authorizing execution of School Resource Officer agreement with Lassen Union High School Mr. Hancock explained that the City and Lassen Union High School entered into an agreement in June 2014 to provide a full-time School Resource Officer. The Officer was assigned to the high school campus during school hours, and was also involved in the training and education of staff and students regarding personnel and campus safety. The agreement is due to expire at the end of the school year, and has been updated to continue providing the service. The updates include the addition of added general duties related to truancy for the District. The term of the agreement is to begin with the 2017-2018 school year and renew automatically on July 1st of each year unless terminated by either party no later than December 31st of each year, six months in advance and with written notice. Additional revisions are related to the Officer's compensation which will be 75 percent of the benefitted cost of an officer position at Step C of the salary matrix in effect on January 1st, and adjusted annually. The Lassen Union High School District board has reviewed the changes and approved the updated Agreement at its May 16, 2017 meeting.

Mr. Hancock invited Chief King to comment.

Chief King remarked that he was supportive of seeing truancy duties added, as the former direction was for the officer to not be involved in truancy issues.

Mayor pro tem Franco asked if there were officers in place now to step in and assume the duties.

Chief King responded that there nothing in place for the next school year, and he has not tested the waters yet.

Mayor pro tem Franco asked what happened to the funding if nobody is interested.

Mr. Hancock commented that the goal is to have officers who want to participate in the program.

Mayor pro tem Franco asked if the officers are hired with experience.

Chief King replied that it does not matter if they are a brand new officer but it is not a training ground position. It is a risk to just throw them into the job working at a school.

Mayor pro tem Franco agreed, and stated that it was a great program but it has to be the right person.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5390; motion carried unanimously. Ayes: Wilson, Stafford, Franco, Schuster and Garnier.

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

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

12 **CONTINUING BUSINESS:**

12A Consider Ordinance No. 17-1011 adding Chapters 8.52 Property Maintenance, 15.09 Neglected Vacant Buildings and 15.10 Abatement of Dangerous Buildings to the Susanville Municipal Code: Waive the second reading and adopt Mr. Sanders reported that this item is back before the City Council for the second reading. The Council reviewed the draft Ordinance at its April 19, 2017 meeting, and at the May 17, 2017 meeting recommended additional changes which has been incorporated into the document. The language that was proposed focuses primarily on the section related to the parking or storage of various types of vehicles on residentially zoned property. Mr. Sanders reviewed the language contained in Chapter 8.52, Section C, related to the regulation of parking or storage of trailers, campers, boats, vessels, watercraft, snowmobiles, wood splitters or other similar vehicles and equipment on residentially zoned property.

Mr. Hancock clarified for the record that the original version of the Ordinance was considered by the Council and introduced for the first reading on April 19th. When the Council reviewed the Ordinance and considered the second reading at the May 17th meeting, there were additional changes requested which had been incorporated into the motion to waive the first reading and introduce the ordinance. The document for consideration tonight includes those changes, and the action requested would be to waive the second reading and adopt the ordinance.

Motion by Mayor pro tem Franco, second by Councilmember Schuster, to waive the second reading and adopt Ordinance No. 17-1011; motion carried unanimously. Ayes: Franco, Schuster, Wilson, Stafford and Garnier.

12B Consider Resolution No. 17-5389 approving execution of agreement with Adams Ashby Group for Grant Administrative Services for the Community Development Block Grant (CDBG) Mr. Hancock reported that at its May 3, 2017 meeting, the City Council reviewed and approved the release of a Request for Proposal (RFP) to contract for Grant Administrative Services to assist with the administration of the Riverside Drive Rehabilitation Project. The City received one submittal from the firm of Adams Ashby Group. The City has worked with Adams Ashby Group in the past, and they have competitive rates and are good to work with. The services provided would include coordinating with CDBG staff to finalize the project scope, payment drawdowns, annual reporting and any additional items required of the City grant compliance and would allow the City to move forward with the Riverside Park project.

Councilmember Wilson asked if staff has an estimated time of completion for the project.

Mr. Hancock reviewed the next steps in the process which include discussion of preliminary designs, creating detailed plans and specifications, and conducting the bid process. It is anticipated that construction would begin in Spring 2018, with the goal to expend funds as quickly as possible.

Mayor Garnier what the grant award amount is.

Mr. Hancock responded that the City received \$450,000 for completion of the project.

Councilmember Wilson asked Mr. Hancock to provide a summary of the project.

Mr. Hancock explained that Riverside Park is broken into three components; the ball field, the picnic area with play equipment, and the bathroom area which also contains a horseshoe pit. A large part of the project is the installation of ADA accessibility improvements to the picnic and play areas, a facelift along the road frontage and new restrooms.

Mayor Garnier asked if the adjacent road to the old Sierra Pacific Mill site was considered due to safety issues because of the proximity.

Mr. Hancock responded that it was not part of this project, and that it is fenced and it is being looked at to identify ways to improve the curb appeal.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5389; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

13 CITY ADMINISTRATOR'S REPORTS:

13A Police Department Update Chief King reviewed a summary of the activities and projects of the Susanville Police Department including personnel, training, community outreach, crime stoppers program, and stated that the facility remodel project is now completed. He reviewed crime statistics for the first quarter of 2017. Chief King stated that staff has been meeting with the Lassen County Sheriff's team to discuss potential new Records Management Systems (RMS), as the current RMS is 80s technology and is lacking in multiple areas of recent demands to report tracking and victim notification. Staff has also began talks with the District Attorney and Lassen County Sheriff's Office to initiate a new temporary warrant process not currently available in Lassen County. The process is simple and eliminates the short-term "blackhole" of time where a suspect is at large and not flagged as wanted. Chief King added that staff continues to work with the Sheriff's office, Behavioral Health, Banner Hospital and Mental Health to improve the Mental Health detection, identification and treatment process for persons in crisis. Several significant improvements have been achieved so far in the interactions between the agencies.

13B Rabies Clinic Update Ms. Savage reported that staff conducted the annual Rabies Clinic on May 20th at Memorial Park. Low cost rabies vaccinations were made available to City and County animals by Dr. Boyd Taylor and Dr. Bob Nelson. The City issued 162 dog licenses at a discounted rate to City residents. Ms. Savage complimented Police Department staff for coordinating another successful event.

13C Hiring of Interns to Complete CDBG Income Survey Mr. McCourt reported that the City has received funding through the Community Development Block Grant (CDBG) program for a public improvement project in a neighborhood with primarily low to moderate income group citizens. Income surveys are utilized to identify target income group neighborhoods and will make the next CDBG more competitive and provide additional options for CDBG funded projects. Surveys are conducted when American Community Survey data is not applicable, and Susanville has many neighborhoods that are not accurately represented by ACS data. Staff is recommending hiring between two and six interns to be paid \$15.00 per hour out of existing Program Income funds. The interns will be paid as non-benefited City employees, and will follow a specific scope of work and protocol while conducting the survey. It is anticipated that the survey may take between one and three months to complete.

Mayor Garnier asked how long the Income Survey results were good for.

Mr. McCourt responded that the data is valid for a five-year period.

Mayor pro tem Franco asked if the survey would include the entire community.

Mr. McCourt replied that the entire community has to be surveyed, and the City cannot intentionally choose specific neighborhoods.

Councilmember Schuster asked what the maximum funding amount is available.

Mr. McCourt answered that the application is for up to \$2 million dollars, and can be for several different projects.

Mr. Hancock added that staff has done a lot of good work in getting the CDBG program up and running again, but it has been determined that the census tract boundaries that are used to determine the population and income data are irregular. Some programs that the City has such as homebuyer assistance are tied to the individual income eligibility of the applicant, but public facility and infrastructure projects, such as the Riverside Park project, must demonstrate that the neighborhood household income is less than 80 percent of the annual median income for the area. The income survey protocol does not require that every household in Susanville be surveyed, and it will provide good data that makes the City's next application more competitive.

13D Urban Water Management Plan Update Mr. Newton explained that Urban Water Management Plans (UWMPs) are prepared by urban water suppliers to support their long-term resource planning, and ensure adequate water supplies to meet existing and future water demands. Every urban water supplier that either provides over 3,000 acre-feet of water annually, or serves more than 3,000 urban connections is required to prepare an Urban Water Management Plan, and with over 3,800 water connections, Susanville falls into that category.

The plans are prepared every 5 years and submitted to the Department of Water Resources where they are reviewed by the State to ensure that they have completed the requirements identified in the Water Code.

Plans were due to be submitted by July 2016, and Susanville's Plan adoption is behind schedule. Work on the Plan began in September 2016, with the assistance of Full Spectrum Engineering and a draft Urban Water Management Plan is now available for circulation. The Draft will be circulated to Lassen County and other public water systems within the Honey Lake Valley Ground Water Basin. It is anticipated that the public hearing to consider adoption of the Plan could be scheduled for August 16, 2017. The Plan must be adopted prior to the expenditure of any IRWM funds, which the City intends to use for the Cady Springs project.

Mr. Hancock added that the document is very lengthy, and he requested that the City Council review the Draft and submit any comments directly to him for making any revisions.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

The City Council discussed the timing of regular meetings in July with the July 4th celebration and opening night of the Lassen County Fair. It was the consensus to hold both meetings as scheduled for July 5th and July 19th.

15 ADJOURNMENT:

Motion by Councilmember Stafford, second by Mayor pro tem Franco, to adjourn; motion carried. Ayes: Wilson, Stafford, Franco and Garnier.

Meeting adjourned at 9:41 p.m

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

AGENDA ITEM NO. 6B

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: July 19, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated June 24, 2017 through July 7, 2017 numbered 100749 through 100877.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 659,024.73 plus \$ 112,210.86 in payroll warrants, for a total of \$ 771,235.59.

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	06/27/2017	100749	550	PETTY CASH	PETTY CASH FOR POOL OPER	06272017	1	1000-452-24-46	SUPPLIES GENERAL	400.00	400.00
Total 06272017:											400.00
Grand Totals:											400.00

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
06/17	06/29/2017	100761	40	AMPS ELECTRIC	REPAIR WELL #3-WATER	2416	1	7110-430-42-43	PROFESSIONAL SVCS	1,158.79	1,158.79
Total 2416:											
06/17	06/29/2017	100762	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635366976	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635366976:											
06/17	06/29/2017	100762	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635366977	1	7401-430-62-44	LINEN SERVICES	51.84	51.84
Total 635366977:											
06/17	06/29/2017	100762	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635366978	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 635366978:											
06/17	06/29/2017	100762	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635366979	1	7110-430-42-44	LINEN SERVICE	368.93	368.93
Total 635366979:											
06/17	06/29/2017	100763	8992		REFUND GAS DEPOSIT	10436900022	1	7401-2228-000	DEPOSITS-CUSTOMER	101.25	101.25
Total 10436900022:											
06/17	06/29/2017	100764	76	BILLINGTON ACE HARD	SUPPLIES- WATER	387166	1	7110-430-42-46	SUPPLIES-GENERAL	15.11	15.11
Total 387166:											
06/17	06/29/2017	100764	76	BILLINGTON ACE HARD	SUPPLIES- GAS	387241	1	7401-430-62-46	SUPPLIES-GENERAL	19.28	19.28
Total 387241:											
06/17	06/29/2017	100764	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	387286	1	2007-431-20-46	SUPPLIES-GENERAL	8.16	8.16

CITY OF SUSANVILLE

Check Register - Payments by Vendor
 Check Issue Dates: 6/29/2017 - 6/29/2017

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 387286:											
06/17	06/29/2017	100764	76	BILLINGTON ACE HARD	SUPPLIES-GAS	387619	1	7401-430-62-46	SUPPLIES-GENERAL	14.47	14.47
Total 387619:											
06/17	06/29/2017	100764	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	387633	1	2007-431-20-46	SUPPLIES-GENERAL	4.82	4.82
Total 387633:											
06/17	06/29/2017	100764	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	387643	1	2007-431-20-46	SUPPLIES-GENERAL	6.75	6.75
Total 387643:											
06/17	06/29/2017	100765	7997		REFUND GAS DEPOSIT	10504650007	1	7401-2228-000	DEPOSITS-CUSTOMER	174.21	174.21
Total 10504650007:											
06/17	06/29/2017	100766	8993		WOODSTOVE REBATE	062617	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 062617:											
06/17	06/29/2017	100767	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 060117	1	2007-431-20-44	DISPOSAL	19.51	19.51
Total PLCBOFA 060117:											
06/17	06/29/2017	100767	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 060117	1	2007-431-20-44	DISPOSAL	19.51	19.51
Total PLCFROSTMILL 060117:											
06/17	06/29/2017	100767	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCHAIRHUNTER 060117:											
06/17	06/29/2017	100767	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCLITTLEITAL 060117:											

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	06/29/2017	100767	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMTLASSNP 060117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCMTLASSNP 060117:											
06/17	06/29/2017	100768	148	COMPUTER LOGISTICS	2 LCD MONITOR	69293	1	1000-415-10-47	MACHINERY AND EQUIPMENT	855.26	855.26
Total 69293:											
06/17	06/29/2017	100768	148	COMPUTER LOGISTICS	DESKTOP COMPUTER	69935	1	1000-415-10-47	MACHINERY AND EQUIPMENT	896.38	896.38
Total 69935:											
06/17	06/29/2017	100769	174	DATEMA, STEVEN K.	AIRPORT MANAGER 7/17	062917	1	7201-1430-105	PREPAID MISC.	1,938.43	1,938.43
Total 062917:											
06/17	06/29/2017	100770	194	DIAMOND SAW SHOP IN	CARBURATOR/ SPARK PLUGS-	15507	1	7110-430-42-44	REPAIR AND MAINTENANCE-MI	75.41	75.41
Total 15507:											
06/17	06/29/2017	100770	194	DIAMOND SAW SHOP IN	TRIMMERS-STREETS	15526	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	343.15	343.15
Total 15526:											
06/17	06/29/2017	100770	194	DIAMOND SAW SHOP IN	OIL & FILTER	15540	1	2007-431-20-46	SUPPLIES-GENERAL	118.92	118.92
06/17	06/29/2017	100770	194	DIAMOND SAW SHOP IN	OIL & FILTER	15540	2	1000-452-24-46	SUPPLIES GENERAL	135.14	135.14
06/17	06/29/2017	100770	194	DIAMOND SAW SHOP IN	OIL & FILTER	15540	3	1000-452-20-46	SUPPLIES-GENERAL	16.21	16.21
Total 15540:											
06/17	06/29/2017	100771	1260	DIRECTV INC	CABLE-GC	31670981063	1	7530-451-52-45	COMMUNICATIONS	91.48	91.48
06/17	06/29/2017	100771	1260	DIRECTV INC	CABLE-GC	31670981063	2	7530-1410-105	PRE-PAID OTHER	91.48	91.48
Total 31670981063:											
06/17	06/29/2017	100772	219	ED STAUB & SONS PETR	32.17 GAL PROPANE- AIRPORT	0315852	1	7201-430-81-46	PROPANE	55.04	55.04
Total 0315852:											

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	06/29/2017	100773	241	FEATHER PUBLISHING C	PUBLIC HEARING NOTICE GAS	061317	1	7401-430-62-45	ADVERTISING	76.00	76.00
Total 061317:											
06/17	06/29/2017	100773	241	FEATHER PUBLISHING C	PUBLIC HEARING NOTICE USE	7803	1	1000-419-10-45	ADVERTISING	63.70	63.70
Total 7803:											
06/17	06/29/2017	100774	257	FOREST OFFICE EQUIP	KYOCERA COPIER 5/17-PW	CC8812	1	7620-430-10-43	TECHNICAL SVCS	1,018.96	1,018.96
Total CC8812:											
06/17	06/29/2017	100775	263		REIMBURSE HEALTH INS 1/201	062217	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	4,059.72	4,059.72
Total 062217:											
06/17	06/29/2017	100776	265	FRONTIER	257-1045 PW ENGINEERING	1045 061517	1	7620-430-10-45	COMMUNICATIONS	51.59	51.59
Total 1045 061517:											
06/17	06/29/2017	100776	265	FRONTIER	252-1182 SCADA - WATER	1182 061017	1	7110-430-42-45	COMMUNICATIONS	336.40	336.40
Total 1182 061017:											
06/17	06/29/2017	100776	265	FRONTIER	257-1182 NAT GAS TELEMETRY	1182 061017	1	7401-430-62-45	COMMUNICATIONS	37.03	37.03
Total 1182 061017:											
06/17	06/29/2017	100776	265	FRONTIER	257-2845 UTILITY ROLL OVER	2845 061517	1	7620-430-10-45	COMMUNICATIONS	66.33	66.33
Total 2845 061517:											
06/17	06/29/2017	100777	8991		REFUND GAS DEPOSIT	10120651129	1	7401-2228-000	DEPOSITS-CUSTOMER	14.98	14.98
Total 10120651129:											
06/17	06/29/2017	100778	1494		PHYSICAL FITNESS ALLOWAN	062317	1	1000-422-10-47	MACHINERY AND EQUIPMENT	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
Total 062317:											
06/17	06/29/2017	100779	307		PHYSICAL FITNESS ALLOWAN	061417	1	1000-422-10-47	MACHINERY AND EQUIPMENT	250.00	250.00
Total 061417:											
06/17	06/29/2017	100780	1504	JESSICA RYAN	PROFESSIONAL SERVICES 6/1-	061517	1	1000-412-10-43	PROFESSIONAL SVCS	2,275.00	2,275.00
Total 061517:											
06/17	06/29/2017	100781	237	JOHN DEERE FINANCIAL	SHAFT KEY, MOTOR	369641	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	601.76	601.76
Total 369641:											
06/17	06/29/2017	100782	372	KRONICK, MOSKOVITZ	PROFESSIONAL SERVICES 4/2	287043	1	1000-412-10-43	PROFESSIONAL SVCS	22,548.29	22,548.29
Total 287043:											
06/17	06/29/2017	100783	374	L N CURTIS & SONS	EQUIPMENT-FD	107551	1	2007-431-20-46	SUPPLIES-GENERAL	1,284.98	1,284.98
06/17	06/29/2017	100783	374	L N CURTIS & SONS	EQUIPMENT-FD	107551	2	1000-452-24-46	SUPPLIES GENERAL	1,460.21	1,460.21
06/17	06/29/2017	100783	374	L N CURTIS & SONS	EQUIPMENT-FD	107551	3	1000-452-20-46	SUPPLIES-GENERAL	175.23	175.23
Total 107551:											
06/17	06/29/2017	100784	437	LMUD	SKYLINE DR WELL 4-WATER	29931 062117	1	7110-430-42-46	ELECTRICITY	415.48	415.48
Total 29931 062117:											
06/17	06/29/2017	100784	437	LMUD	GLENN & CHERRY TR - SCADA-	44298 061217	1	7110-430-42-46	ELECTRICITY	25.96	25.96
Total 44298 061217:											
06/17	06/29/2017	100784	437	LMUD	PAIUTE LN SCADA-WATER	44316 061217	1	7110-430-42-46	ELECTRICITY	23.35	23.35
Total 44316 061217:											
06/17	06/29/2017	100784	437	LMUD	BAGWELL SPRINGS - SCADA-W	45542 061217	1	7110-430-42-46	ELECTRICITY	58.07	58.07

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 45542 061217:											
06/17	06/29/2017	100784	437	LMUD	WELL #3-WATER	4559 061617	1	7110-430-42-46	ELECTRICITY	58.07	58.07
Total 4559 061617:											
06/17	06/29/2017	100785	8988		REFUND WATER DEPOSIT	10125850014	1	7110-2228-000	DEPOSITS-CUSTOMER	1,969.48	1,969.48
Total 10125850014:											
06/17	06/29/2017	100786	510	NATIONAL METER & AUT	ANTENNA PORT, ENCODERS-	S1085942.001	1	7110-430-42-47	MACHINERY AND EQUIPMENT	1,302.67	1,302.67
Total S1085942.001:											
06/17	06/29/2017	100787	8989		REFUND GAS DEPOSIT	10119400221	1	7401-2228-000	DEPOSITS-CUSTOMER	140.94	140.94
Total 10119400221:											
06/17	06/29/2017	100788	532	OLD DOMINION BRUSH	REPAIR # 332-STREETS	0105497	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	503.84	503.84
Total 0105497:											
06/17	06/29/2017	100789	556	PITNEY BOWES	MONTHLY MAINT POSTAGE MA	1004366417	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	230.25	230.25
Total 1004366417:											
06/17	06/29/2017	100802	8990		REFUND GAS DEPOSIT	10412040026	1	7401-2228-000	DEPOSITS-CUSTOMER	116.49	116.49
Total 10412040026:											
06/17	06/29/2017	100803	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	7372638	1	7620-430-10-46	SUPPLIES-GENERAL	22.25	22.25
Total 7372638:											
06/17	06/29/2017	100803	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	7381373	1	7620-430-10-46	SUPPLIES-GENERAL	114.99	114.99
Total 7381373:											

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	06/29/2017	100803	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	7476450	1	7620-430-10-46	SUPPLIES-GENERAL	37.51	37.51
Total 7476450:											
06/17	06/29/2017	100803	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	7518099	1	7620-430-10-46	SUPPLIES-GENERAL	11.78	11.78
Total 7518099:											
06/17	06/29/2017	100804	576	R.S.E. INC	FUEL DISPENSER & CARD LOC	20282	1	7620-430-10-47	MACHINERY AND EQUIPMENT	20,404.00	20,404.00
Total 20282:											
06/17	06/29/2017	100805	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	47881	1	7620-430-10-46	SUPPLIES-GENERAL	7.25	7.25
Total 47881:											
06/17	06/29/2017	100805	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	47892	1	7620-430-10-46	SUPPLIES-GENERAL	7.25	7.25
Total 47892:											
06/17	06/29/2017	100806	1270	SILVER STATE BARRICA	SPEED LIMIT SIGN-STREETS	92935	1	2007-431-20-46	SUPPLIES-GENERAL	89.33	89.33
Total 92935:											
06/17	06/29/2017	100807	712	TNS TRUCKING CO	SUPPLIES-WATER	2811	1	7110-430-42-46	SUPPLIES-GENERAL	40.22	40.22
Total 2811:											
06/17	06/29/2017	100807	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	2825	1	7401-430-62-46	SUPPLIES-GENERAL	351.12	351.12
06/17	06/29/2017	100807	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	2825	2	2007-431-20-46	SUPPLIES-GENERAL	234.07	234.07
06/17	06/29/2017	100807	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	2825	3	7110-430-42-46	SUPPLIES-GENERAL	351.10	351.10
Total 2825:											
06/17	06/29/2017	100808	8994		REFUND GAS DEPOSIT	10415700034	1	7401-2228-000	DEPOSITS-CUSTOMER	156.81	156.81
Total 10415700034:											
06/17	06/29/2017	100809	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67013764	1	7110-430-42-46	SUPPLIES-GENERAL	184.67	184.67

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 67013764:											
06/17	06/29/2017	100809	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67028272	1	7110-430-42-46	SUPPLIES-GENERAL	184.67	184.67
Total 67028272:											
06/17	06/29/2017	100809	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67033924	1	7110-430-42-46	SUPPLIES-GENERAL	289.74	289.74
Total 67033924:											
06/17	06/29/2017	100809	770	WESTERN NEVADA SUP	SUPPLIES - GAS	67037633	1	7401-430-62-46	SUPPLIES-GENERAL	289.74	289.74
Total 67037633:											
06/17	06/29/2017	100810	1539	WIN-911 SOFTWARE	ANNUAL RENEWAL OF SOFTW	1610048481	1	7110-430-42-47	SOFTWARE	247.50	247.50
06/17	06/29/2017	100810	1539	WIN-911 SOFTWARE	ANNUAL RENEWAL OF SOFTW	1610048481	2	7401-430-62-47	SOFTWARE	247.50	247.50
Total 1610048481:											
06/17	06/29/2017	100811	8878	WOOD RODGERS, INC.	ENGINEERING SERVICES SC4	109685	1	2007-431-36-43	TECHNICAL SERVICES	495.00	495.00
Total 109685:											
06/17	06/29/2017	100812	8878	WOOD RODGERS, INC.	ENGINEERING SERVICES SC5	109684	1	2007-431-37-43	TECHNICAL SERVICES	1,535.52	1,535.52
Total 109684:											
Grand Totals:											74,119.67

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	06/30/2017	100813	728	U S POSTMASTER	UB BILLING GAS	063017	1	7401-430-62-46	POSTAGE	271.02	271.02
06/17	06/30/2017	100813	728	U S POSTMASTER	UB BILLING WATER	063017	2	7110-430-42-46	POSTAGE	526.08	526.08
Total 063017:										797.10	797.10
Grand Totals:										797.10	797.10

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/17	07/07/2017	100825	21	AIRGAS USA, LLC	CHLORINE- WATER	9064803245	1	7110-430-42-46	SUPPLIES-GENERAL	787.12	787.12
Total 9064803245:											
07/17	07/07/2017	100826	9000		REFUND GAS DEPOSIT	10225450018	1	7401-2228-000	DEPOSITS-CUSTOMER	162.87	162.87
Total 10225450018:											
07/17	07/07/2017	100827	40	AMPS ELECTRIC	DISCONNECT SCADA PANEL-W	062717	1	7110-430-42-43	PROFESSIONAL SVCS	285.00	285.00
Total 062717:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635381221	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635381221:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635381222	1	7401-430-62-44	LINEN SERVICES	51.84	51.84
Total 635381222:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREET	635381223	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 635381223:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635381224	1	7110-430-42-44	LINEN SERVICE	28.27	28.27
Total 635381224:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635395253	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635395253:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635395254	1	7401-430-62-44	LINEN SERVICES	51.84	51.84

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 635395254:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635395255	1	2007-431-20-44	LINEN SERVICE	51.84	51.84
Total 635395255:											
07/17	07/07/2017	100828	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635395256	1	7110-430-42-44	LINEN SERVICE	50.26	50.26
Total 635395256:											
07/17	07/07/2017	100829	1070	AT&T MOBILITY	WIRELESS PHONES-PD	835956037X06012017	1	1000-421-10-45	COMMUNICATIONS	112.10	112.10
Total 835956037X06012017:											
07/17	07/07/2017	100829	1070	AT&T MOBILITY	WIRELESS PHONES-PD	85956037X07012017	1	1000-421-10-45	COMMUNICATIONS	112.10	112.10
Total 85956037X07012017:											
07/17	07/07/2017	100830	1411	BADAWI & ASSOCIATES	FY 2017 AUDIT	1411	1	1000-417-10-43	PROFESSIONAL SVCS	10,660.50	10,660.50
07/17	07/07/2017	100830	1411	BADAWI & ASSOCIATES	FY 2017 AUDIT	1411	2	7620-430-11-43	PROFESSIONAL SERVICES	927.00	927.00
Total 1411:											
07/17	07/07/2017	100831	927	BAXTER AUTO PARTS IN	SUPPLIES-FD	320184770	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	20.61	20.61
Total 320184770:											
07/17	07/07/2017	100832	76	BILLINGTON ACE HARD	SUPPLIES-WATER	387344	1	7110-430-42-46	SUPPLIES-GENERAL	32.81	32.81
Total 387344:											
07/17	07/07/2017	100832	76	BILLINGTON ACE HARD	SUPPLIES- POOL	387390	1	1000-452-23-46	SUPPLIES GENERAL	41.83	41.83
Total 387390:											
07/17	07/07/2017	100832	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	387974	1	2007-431-20-46	SUPPLIES-GENERAL	41.83	41.83
Total 387974:											
											4.43

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 387974:											
07/17	07/07/2017	100832	76	BILLINGTON ACE HARD	SUPPLIES - GAS	388304	1	7401-430-62-46	SUPPLIES-GENERAL	50.89	50.89
Total 388304:											
07/17	07/07/2017	100832	76	BILLINGTON ACE HARD	SUPPLIES-GAS	388319	1	7401-430-62-46	SUPPLIES-GENERAL	15.43	15.43
Total 388319:											
07/17	07/07/2017	100832	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	388366	1	2007-431-20-46	SUPPLIES-GENERAL	7.70	7.70
Total 388366:											
07/17	07/07/2017	100833	1307	C&S WASTE SOLUTIONS	110 NORTH ST	SVL110NORTH 070117	1	1000-452-20-44	DISPOSAL	241.17	241.17
Total SVL110NORTH 070117:											
07/17	07/07/2017	100833	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 070117	1	1000-417-10-44	DISPOSAL	164.88	164.88
Total SVL2 070117:											
07/17	07/07/2017	100833	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	SVL470895CIRC 070117	1	7530-451-52-44	DISPOSAL	198.44	198.44
Total SVL470895CIRC 070117:											
07/17	07/07/2017	100833	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 070117	1	1000-452-20-44	DISPOSAL	198.44	198.44
Total SVL5 070117:											
07/17	07/07/2017	100833	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVLFD 070117	1	1000-422-10-44	DISPOSAL	164.88	164.88
Total SVLFD 070117:											
07/17	07/07/2017	100834	1116	CALIFORNIA BUILDING S	2ND QTR SPEC REV FUND SB 1	070317	1	1000-2205-006	DEPOSIT PAYABLE-SB 1473	158.28	158.28
Total 070317:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/17	07/07/2017	100835	8924	CARL POE CO., INC.	REPAIR GAS METERS-GAS	37515	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	407.64	407.64
Total 37515:											
07/17	07/07/2017	100836	148	COMPUTER LOGISTICS	MONTHLY SER 2HRS	69945	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 69945:											
07/17	07/07/2017	100836	148	COMPUTER LOGISTICS	ANTI VIRUS-BARRACUDA 200G	69954	1	1000-417-10-43	TECHNICAL SVCS	50.00	50.00
Total 69954:											
07/17	07/07/2017	100836	148	COMPUTER LOGISTICS	MONITOR/PORT CABLES	70069	1	1000-417-10-43	TECHNICAL SVCS	214.41	214.41
Total 70069:											
07/17	07/07/2017	100837	1145	CUSTOMER TALK PRINT	P/W PENCILS-GAS	9117	1	7401-430-62-45	ADVERTISING	169.43	169.43
Total 9117:											
07/17	07/07/2017	100838	182	DEPARTMENT OF CONS	SMIP DISTRIBUTION MAY-JUNE	070317	1	1000-2205-003	DEPOSITS-STRONG MOTION P	47.09	47.09
Total 070317:											
07/17	07/07/2017	100839	185	DEPARTMENT OF MOTO	FEE EMPLOYER TESTING	062217	1	2007-431-20-48	TAXES, FEES, PERMIT AND CH	45.00	45.00
Total 062217:											
07/17	07/07/2017	100840	194	DIAMOND SAW SHOP IN	CHAINSAW REPAIRS-STREETS	15564	1	2007-431-20-44	REPAIR AND MAINTENANCE-MI	66.06	66.06
Total 15564:											
07/17	07/07/2017	100841	1565	DIRTY JOE'S CAR WASH	CAR WASH-PD	060117	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	30.00	30.00
Total 060117:											
07/17	07/07/2017	100842	1196	EMERGENCY REPORTIN	ANNUAL SOFTWARE FEE-FD	2017_3380	1	1000-422-10-48	DUES AND MEMBERSHIPS	1,668.00	1,668.00

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 2017_3380:											
07/17	07/07/2017	100843	241	FEATHER PUBLISHING C	EMPLOYMENT AD-POOL	1319301	1	1000-452-23-45	ADVERTISING	1,668.00	1,668.00
Total 1319301:											
07/17	07/07/2017	100843	241	FEATHER PUBLISHING C	RABIES CLINIC-PD	1323700	1	1000-421-10-46	SPAY/NEUTER CLINIC	110.25	110.25
Total 1323700:											
07/17	07/07/2017	100843	241	FEATHER PUBLISHING C	EMPLOYMENT AD ADMIN ASSI	1326288	1	1000-421-10-45	ADVERTISING	113.75	113.75
Total 1326288:											
07/17	07/07/2017	100843	241	FEATHER PUBLISHING C	BUSINESS CARDS-FD	41967	1	1000-422-10-45	PRINTING AND BINDING	66.55	66.55
Total 41967:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773067A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00
Total 773067A:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773355A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 773355A:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773373A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 773373A:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773513A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 773513A:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING JO	773514A	1	7112-430-42-43	TECHNICAL-SERVICES	28.00	28.00
Total 773514A:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-W	773820A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 773820A:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING G	774127A	1	7530-451-50-43	TECHNICAL SVCS	28.00	28.00
Total 774127A:											
07/17	07/07/2017	100844	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING G	774128A	1	7530-451-50-43	TECHNICAL SVCS	28.00	28.00
Total 774128A:											
07/17	07/07/2017	100845	257	FOREST OFFICE EQUIP	RECEIPT BOOKS-POOL	11311	1	1000-452-23-46	SUPPLIES GENERAL	22.58	22.58
Total 11311:											
07/17	07/07/2017	100846	265	FRONTIER	257-1056 PW SHOP	1056 062017	1	7620-430-10-45	COMMUNICATIONS	48.92	48.92
Total 1056 062017:											
07/17	07/07/2017	100846	265	FRONTIER	257-1057 FAX-PW	1057 062017	1	7620-430-10-45	COMMUNICATIONS	203.18	203.18
Total 1057 062017:											
07/17	07/07/2017	100846	265	FRONTIER	252-4247 LASSEN CO AIR POLL	4247 061017	1	7620-430-11-45	COMMUNICATIONS	169.99	169.99
Total 4247 061017:											
07/17	07/07/2017	100846	265	FRONTIER	257-7236 NAT GAS	7236 062017	1	7620-430-10-45	COMMUNICATIONS	200.57	200.57
Total 7236 062017:											
07/17	07/07/2017	100846	265	FRONTIER	257-7237 NAT GAS	7237 062017	1	7620-430-10-45	COMMUNICATIONS	63.95	63.95
Total 7237 062017:											
07/17	07/07/2017	100847	8912		TR EX ANAHEIM, CA 7/9-7/15	070317	1	1000-424-20-45	TRAVEL	368.00	368.00

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 070317:											
07/17	07/07/2017	100848	1362	IRON MOUNTAIN INFO. M	SHREDDING-PD	NVR5770	1	1000-421-10-43	PROFESSIONAL SVCS	368.00	368.00
Total NVR5770:											
07/17	07/07/2017	100849	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097156	1	1000-452-23-46	SUPPLIES GENERAL	58.78	58.78
Total S097156:											
07/17	07/07/2017	100849	335	J.W. WOOD CO INC	SUPPLIES-POOL	S0974690000	1	1000-452-23-46	SUPPLIES GENERAL	118.88	118.88
Total S0974690000:											
07/17	07/07/2017	100849	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097854	1	1000-452-23-46	SUPPLIES GENERAL	118.88	118.88
Total S097854:											
07/17	07/07/2017	100849	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097854-01	1	1000-452-23-46	SUPPLIES GENERAL	8.07	8.07
Total S097854-01:											
07/17	07/07/2017	100849	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097947	1	1000-452-23-46	SUPPLIES GENERAL	8.07	8.07
Total S097947:											
07/17	07/07/2017	100849	335	J.W. WOOD CO INC	SUPPLIES-POOL	S098022	1	1000-452-23-46	SUPPLIES GENERAL	.73	.73
Total S098022:											
07/17	07/07/2017	100850	362	KAUFFMAN, BILL	CUSTODIAL SVCS	753110	1	1000-417-10-44	CUSTODIAL	25.47	25.47
Total 753110:											
07/17	07/07/2017	100851	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	282382	1	7401-430-62-46	SUPPLIES-GENERAL	37.29	37.29
Total 282382:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/17	07/07/2017	100851	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	282385	1	7401-430-62-46	SUPPLIES-GENERAL	8.54	8.54
Total 282385:											
07/17	07/07/2017	100851	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	282481	1	7401-430-62-46	SUPPLIES-GENERAL	138.35	138.35
Total 282481:											
07/17	07/07/2017	100852	420	LEADS SOFTWARE GRO	SOFTWARE SUPPORT 7/17 - 6/	16008	1	1000-421-10-43	TECHNICAL SVCS	2,520.00	2,520.00
Total 16008:											
07/17	07/07/2017	100853	432	LEXIS NEXIS	CONTRACT 6/17	3091032037	1	1000-412-10-48	DUES AND MEMBERSHIPS	155.00	155.00
Total 3091032037:											
07/17	07/07/2017	100854	437	LMUD	AIRPORT VASI LIGHTS	10108 062217	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 10108 062217:											
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 062217	1	7530-451-52-46	ELECTRICITY	2,349.20	2,349.20
Total 122907 062217:											
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE PUMP STATION	122910 062217	1	7530-451-52-46	ELECTRICITY	1,655.97	1,655.97
Total 122910 062217:											
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 062217	1	7530-451-52-46	ELECTRICITY	796.87	796.87
Total 122929 062217:											
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE PUMP HOUSE	132052 062217	1	7530-451-52-46	ELECTRICITY	95.12	95.12
Total 132052 062217:											
07/17	07/07/2017	100854	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 062217	1	7530-451-52-46	ELECTRICITY	577.91	577.91

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 144281 062217:											
07/17	07/07/2017	100854	437 LMUD		SOUTH ST ROOSEVELT AREA	1744 062817	1	1000-452-20-46	ELECTRICITY	577.91	577.91
Total 1744 062817:											
07/17	07/07/2017	100854	437 LMUD		RIVERSIDE PARK LIGHT	1999 062817	1	1000-452-20-46	ELECTRICITY	34.69	34.69
Total 1999 062817:											
07/17	07/07/2017	100854	437 LMUD		472-105 JOHNSTONVILLE WAT	350161 061617	1	7112-430-42-46	ELECTRICITY	110.08	110.08
Total 350161 061617:											
07/17	07/07/2017	100854	437 LMUD		LITTLE LEAGUE PARK AREA LI	3522 062217	1	1000-452-20-46	ELECTRICITY	33.77	33.77
Total 3522 062217:											
07/17	07/07/2017	100854	437 LMUD		AIRPORT LOT 5	51908 062217	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 51908 062217:											
07/17	07/07/2017	100854	437 LMUD		AIRPORT HANGER 6	54333 062217	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 54333 062217:											
07/17	07/07/2017	100854	437 LMUD		925 SIERRA RD SPORTS CTR	60453 062217	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 60453 062217:											
07/17	07/07/2017	100854	437 LMUD		AIRPORT OFFICE	7146 062217	1	7201-430-81-46	ELECTRICITY	379.89	379.89
Total 7146 062217:											
07/17	07/07/2017	100854	437 LMUD		AIRPORT GAS PUMP	7154 062217	1	7201-430-81-46	ELECTRICITY	28.88	28.88
Total 7154 062217:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE CLUB HOUSE	7394 062217	1	7530-451-52-46	ELECTRICITY	104.89	104.89
Total 7394 062217:											
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE CART BARN 2	7400 062217	1	7530-451-52-46	ELECTRICITY	43.11	43.11
Total 7400 062217:											
07/17	07/07/2017	100854	437	LMUD	GOLF COURSE BARN 1 & 3	9312 062217	1	7530-451-52-46	ELECTRICITY	20.15	20.15
Total 9312 062217:											
07/17	07/07/2017	100854	437	LMUD	RIVERSIDE PARK LIGHT	9501 062817	1	1000-452-20-46	ELECTRICITY	165.29	165.29
Total 9501 062817:											
07/17	07/07/2017	100855	8995		REFUND WATER DEPOSIT	10410800002	1	7110-2228-000	DEPOSITS-CUSTOMER	30.53	30.53
Total 10410800002:											
07/17	07/07/2017	100856	452	MARTIN SECURITY SYST	60 N LASSEN SECURITY	034346	1	1000-417-10-43	TECHNICAL SVCS	68.00	68.00
Total 034346:											
07/17	07/07/2017	100857	8998		REFUND GAS DEPOSIT	10114440012	1	7401-2228-000	DEPOSITS-CUSTOMER	197.67	197.67
Total 10114440012:											
07/17	07/07/2017	100858	531	MOBIL 1 LUBE EXPRESS	OIL CHANGE #61-GAS	8171	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	61.08	61.08
Total 8171:											
07/17	07/07/2017	100859	8999	MONARCH COIN & SECU	COIN METER LIGHT	97079	1	1000-452-20-46	SUPPLIES-GENERAL	397.50	397.50
Total 97079:											
07/17	07/07/2017	100860	546	PAYLESS BUILDING SUP	SUPPLIES-POOL	2488840	1	1000-452-23-46	SUPPLIES GENERAL	33.45	33.45

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 2488840:											
07/17	07/07/2017	100861	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 7/	58020 063017	1	1000-417-10-45	COMMUNICATIONS	33.45	33.45
Total 58020 063017:											
07/17	07/07/2017	100862	563	POULSEN WELDING SHO	REPAIR HYD LINE-GAS	3239	1	7401-430-62-44	REPAIR AND MAINTENANCE-MI	30.00	30.00
07/17	07/07/2017	100862	563	POULSEN WELDING SHO	REPAIRS- GAS	3239	2	7401-430-62-44	REPAIR AND MAINTENANCE-MI	95.00	95.00
07/17	07/07/2017	100862	563	POULSEN WELDING SHO	REPAIRS- WATER	3239	3	7110-430-42-44	REPAIR AND MAINTENANCE-MI	114.81	114.81
07/17	07/07/2017	100862	563	POULSEN WELDING SHO	REPAIRS- STREETS	3239	4	2007-431-20-44	REPAIR AND MAINTENANCE-MI	50.00	50.00
Total 3239:											
07/17	07/07/2017	100863	572	QUILL CORPORATION	OFFICE SUPPLIES-POOL	7336091	1	1000-452-23-46	SUPPLIES GENERAL	109.34	109.34
Total 7336091:											
07/17	07/07/2017	100864	582	RAY MORGAN CO INC	FIRE COPIER 7/26/17-8/25/17	1643911	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	32.09	32.09
Total 1643911:											
07/17	07/07/2017	100865	1296	RENTAL GUYS	EQUIPMENT RENTAL-POOL	622831-5	1	1000-452-23-46	SUPPLIES GENERAL	223.58	223.58
Total 622831-5:											
07/17	07/07/2017	100865	1296	RENTAL GUYS	EQUIPMENT RENTAL-POOL	625756-5	1	1000-452-23-46	SUPPLIES GENERAL	447.17	447.17
Total 625756-5:											
07/17	07/07/2017	100866	8996		REFUND WATER DEPOSIT	10317750007	1	7110-2228-000	DEPOSITS-CUSTOMER	67.91	67.91
Total 10317750007:											
07/17	07/07/2017	100867	8673	S.T. RHOADES CONSTR	STIP SC-3	061617	1	2007-431-33-44	CONSTRUCTION SERVICES	81,620.21	81,620.21
Total 061617:											
07/17	07/07/2017	100868	8673	S.T. RHOADES CONSTR	STIP SC-2	061617.	1	2007-431-32-44	CONSTRUCTION SERVICES	26,188.08	26,188.08

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 061617:											
07/17	07/07/2017	100869	8997		REFUND GAS DEPOSIT	10531800534	1	7401-2228-000	DEPOSITS-CUSTOMER	26,188.08	26,188.08
Total 10531800534:											
07/17	07/07/2017	100870	628	SCORE	EAP COVERAGE 7/17-6/18	1718-15	1	7630-411-40-45	INSURANCE - EMPLOYEE ASST	2,052.00	2,052.00
07/17	07/07/2017	100870	628	SCORE	EPLI COVERAGE 7/17-6/18	1718-15	2	7630-411-40-45	EPLI INSURANCE	15,768.00	15,768.00
07/17	07/07/2017	100870	628	SCORE	PROPERTY INS. 7/17-6/18	1718-15	3	7630-411-40-45	INSURANCE-PROPERTY	39,404.63	39,404.63
07/17	07/07/2017	100870	628	SCORE	WORKERS COMP 7/17-6/18	1718-15	4	7630-411-40-42	WORKERS' COMPENSATION	92,629.73	92,629.73
07/17	07/07/2017	100870	628	SCORE	LIABILITY COVERAGE 7/17-6/18	1718-15	5	7630-411-40-45	INSURANCE-LIABILITY	213,403.63	213,403.63
Total 1718-15:											
07/17	07/07/2017	100871	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	47915	1	7620-430-10-46	SUPPLIES-GENERAL	21.75	21.75
Total 47915:											
07/17	07/07/2017	100871	1076	SIERRA COFFEE AND BE	BOTTLED WATER	48122	1	1000-417-10-46	SUPPLIES-GENERAL	27.40	27.40
Total 48122:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	606 NEVADA	1274 070317	1	1000-417-10-44	SEWER	47.00	47.00
Total 1274 070317:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	66 N LASSEN	1276 070317	1	1000-417-10-44	SEWER	104.00	104.00
Total 1276 070317:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 070317	1	1000-451-80-44	SEWER	52.00	52.00
Total 1448 070317:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	65 N WEATHERLOW ST	1449 070317	1	1000-452-20-44	SEWER	104.00	104.00
Total 1449 070317:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	1505 MAIN	2064 070317	1	1000-422-10-44	SEWER	52.00	52.00
Total 2064 070317:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	1650 RIVER ST	3667 070317	1	1000-452-20-44	SEWER	52.00	52.00
Total 3667 070317:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 070317	1	1000-452-20-44	SEWER	52.00	52.00
Total 3668 070317:											
07/17	07/07/2017	100872	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 070317	1	1000-452-20-44	SEWER	52.00	52.00
Total 3669 070317:											
07/17	07/07/2017	100873	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1702	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1702:											
07/17	07/07/2017	100874	1244	TITLEIST	GOLF BALLS-GC	904162305	1	7530-451-55-46	SUPPLIES - GENERAL	3,347.04	3,347.04
Total 904162305:											
07/17	07/07/2017	100875	744	UPTOWN UNIFORMS	UNIFORMS-PD	88552	1	1000-421-10-42	UNIFORM ALLOWANCE	208.67	208.67
Total 88552:											
07/17	07/07/2017	100875	744	UPTOWN UNIFORMS	UNIFORMS-PD	88553	1	1000-421-10-42	UNIFORM ALLOWANCE	91.33	91.33
Total 88553:											
07/17	07/07/2017	100876	770	WESTERN NEVADA SUP	SUPPLIES-POOL	67036893	1	1000-452-23-46	SUPPLIES GENERAL	8.67	8.67
Total 67036893:											
07/17	07/07/2017	100876	770	WESTERN NEVADA SUP	SUPPLIES-POOL	67037418	1	1000-452-23-46	SUPPLIES GENERAL	31.75	31.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 67037418:											
07/17	07/07/2017	100876	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67048746	1	7110-430-42-46	SUPPLIES-GENERAL	299.66	299.66
Total 67048746:											
07/17	07/07/2017	100876	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67050440	1	7110-430-42-46	SUPPLIES-GENERAL	643.46	643.46
Total 67050440:											
07/17	07/07/2017	100876	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67051125	1	7110-430-42-46	SUPPLIES-GENERAL	762.78	762.78
Total 67051125:											
07/17	07/07/2017	100876	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67056732	1	7110-430-42-46	SUPPLIES-GENERAL	46.40	46.40
Total 67056732:											
07/17	07/07/2017	100877	1378	ZITO MEDIA	CABLE-FD	356225062 062717	1	1000-422-10-45	COMMUNICATIONS	78.98	78.98
Total 356225062 062717:											
Grand Totals:										510,880.33	510,880.33

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
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	1000-421-10-	2.98
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	3,095.72-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	3,408.01-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	2,218.72-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	2,597.37-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	638.28-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	1,459.13-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	185.42-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	92.02-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	84.89-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	1,394.81-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	1,462.86-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	1,526.13-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	1,603.39-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	848.95-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	891.92-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	16.00-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	4,018.03-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	944.29-
06/30/2017	CDPT	07/03/2017	661	P.E.R.S.	8	7650-2203-1	2,218.72-
06/30/2017	CDPT	07/03/2017	662	CITY OF SUSANVILLE PA	1	7650-2203-1	7,319.94-
06/30/2017	CDPT	07/03/2017	662	CITY OF SUSANVILLE PA	1	7650-2203-1	7,319.94-
06/30/2017	CDPT	07/03/2017	662	CITY OF SUSANVILLE PA	1	7650-2203-1	2,298.20-
06/30/2017	CDPT	07/03/2017	662	CITY OF SUSANVILLE PA	1	7650-2203-1	2,298.20-
06/30/2017	CDPT	07/03/2017	662	CITY OF SUSANVILLE PA	1	7650-2203-1	16,403.98-
06/30/2017	CDPT	07/03/2017	663	EMPLOYMENT DEV. DEP	6	7650-2203-1	4,489.82-
06/30/2017	CDPT	07/03/2017	664	EMPLOYMENT DEV DEP	7	7650-2203-1	1,306.43-
06/30/2017	CDPT	07/03/2017	100818	CA STATE DISBURSEME	37	7650-2203-0	69.23-
06/30/2017	CDPT	07/03/2017	100819	NATIONWIDE RETIREME	5	7650-2203-0	915.00-
06/30/2017	CDPT	07/03/2017	100820	STATE FRANCHISE TAX	26	7650-2203-0	80.13-
06/30/2017	CDPT	07/03/2017	100821	VALIC	4	7650-2203-0	1,563.08-
06/30/2017	CDPT	07/03/2017	100822	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
Grand Totals:			<u>32</u>				<u>72,827.63-</u>

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Deborah Savage, Finance Manager

Action Date: July 19, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Monthly Finance Reports

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Attached for the Council's review is the cash and investment report and the summary report of revenues, expenditures and projected fund balances for the month of June 2017.

FISCAL IMPACT: None

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

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

POOLED CASH & INVESTMENTS

JUNE 30, 2017

POOLED CASH FUND	
Bank of America - Checking	346,305
LAIF	14,207,229
Total Cash & Investments	<u>14,553,534</u>

Pooled Cash Allocation:

General	1,796,732
General Restricted	1,212,920
Special Revenue	1,472,787
Capital Projects	13,848
Debt Service	336,732
Enterprise	
Airport	(53,147)
Geothermal	257,376
Golf Course	(25,352)
Natural Gas	4,615,456
Water	3,405,971
Internal Service	862,660
Trust & Agency	657,551
Total Cash & Inv. Allocations	<u>14,553,534</u>

CASH WITH FISCAL AGENTS

JUNE 30, 2017

General	
Special Revenue	
Capital Projects	
Debt Service	150,763
Enterprise	3,867,384
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>4,018,148</u>

GRAND TOTAL	<u><u>18,571,681</u></u>
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RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
				\$1,309,796.68
6/1/2017		-\$147.96	\$17,610.63	\$1,327,259.35
6/1/2017			\$7,560.36	\$1,334,819.71
6/1/2017			\$545.97	\$1,335,365.68
6/1/2017		-\$25,219.15		\$1,310,146.53
6/2/2017		-\$80.31		\$1,310,066.22
6/2/2017			\$22,091.35	\$1,332,157.57
6/2/2017			\$6,342.60	\$1,338,500.17
6/2/2017			\$1,817.93	\$1,340,318.10
6/2/2017				\$1,340,318.10
6/2/2017			\$3,619.75	\$1,343,937.85
6/2/2017				\$1,343,937.85
6/2/2017		-\$841.34		\$1,343,096.51
6/5/2017		-\$2,536.47	\$65,164.43	\$1,405,724.47
6/5/2017			\$10,381.63	\$1,416,106.10
6/5/2017			\$529.77	\$1,416,635.87
6/5/2017		-\$52.00		\$1,416,583.87
6/5/2017		-\$15.00		\$1,416,568.87
6/6/2017			\$29,447.04	\$1,446,015.91
6/6/2017			\$6,640.57	\$1,452,656.48
6/6/2017			\$1,372.10	\$1,454,028.58
6/7/2017			\$16,848.18	\$1,470,876.76
6/7/2017			\$3,991.16	\$1,474,867.92
6/7/2017			\$1,378.02	\$1,476,245.94
6/7/2017				\$1,476,245.94
6/7/2017		-\$328.63		\$1,475,917.31
6/7/2017		-\$500.00		\$1,475,417.31
6/8/2017		-\$36,365.10		\$1,439,052.21
6/8/2017		-\$69.09		\$1,438,983.12
6/8/2017			\$29,466.08	\$1,468,449.20
6/8/2017			\$5,012.00	\$1,473,461.20
6/8/2017			\$3,741.60	\$1,477,202.80
6/8/2017			\$420.45	\$1,477,623.25
6/9/2017			\$12,914.25	\$1,490,537.50
6/9/2017			\$3,965.19	\$1,494,502.69
6/9/2017			\$370.84	\$1,494,873.53
6/9/2017			\$46.93	\$1,494,920.46
6/9/2017		-\$8,350.26		\$1,486,570.20
6/9/2017		-\$110,353.84		\$1,376,216.36
6/9/2017		-\$5,274.63		\$1,370,941.73
6/9/2017		-\$37,923.91		\$1,333,017.82
6/9/2017		-\$5,181.25		\$1,327,836.57
6/9/2017		-\$1,377.90		\$1,326,458.67
6/9/2017		-\$28,526.74		\$1,297,931.93
6/9/2017		-\$2,939.44		\$1,294,992.49
6/9/2017			\$340.19	\$1,295,332.68
6/9/2017			\$350.00	\$1,295,682.68
6/9/2017		-\$274.62		\$1,295,408.06
6/12/2017		-\$163.24		\$1,295,244.82
6/12/2017				\$1,295,244.82
6/12/2017				\$1,295,244.82
6/12/2017			\$76,616.21	\$1,371,861.03
6/12/2017			\$1,820.05	\$1,373,681.08
6/12/2017			\$3,727.23	\$1,377,408.31
6/12/2017			\$160.93	\$1,377,569.24
6/12/2017		-\$642.27		\$1,376,926.97
6/12/2017		-\$149.72		\$1,376,777.25

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
6/13/2017			\$67,478.64	\$1,444,255.89
6/13/2017			\$5,939.56	\$1,450,195.45
6/13/2017			\$292.31	\$1,450,487.76
6/13/2017			\$781.53	\$1,451,269.29
6/13/2017				\$1,451,269.29
6/13/2017		-\$190.00		\$1,451,079.29
6/14/2017		-\$1,200,000.00		\$251,079.29
6/14/2017			\$11,434.10	\$262,513.39
6/14/2017			\$1,612.84	\$264,126.23
6/14/2017			\$3,071.82	\$267,198.05
6/14/2017			\$197.54	\$267,395.59
6/14/2017				\$267,395.59
6/15/2017		-\$3,714.28		\$263,681.31
6/15/2017		-\$15.00		\$263,666.31
6/15/2017			\$8,795.96	\$272,462.27
6/15/2017			\$955.67	\$273,417.94
6/15/2017			\$3,072.63	\$276,490.57
6/15/2017			\$206.97	\$276,697.54
6/15/2017		-\$1,352.22		\$275,345.32
6/16/2017		-\$204.20		\$275,141.12
6/16/2017			\$26.28	\$275,167.40
6/16/2017			\$10,782.66	\$285,950.06
6/16/2017			\$3,428.18	\$289,378.24
6/16/2017			\$4,138.24	\$293,516.48
6/16/2017			\$98.26	\$293,614.74
6/19/2017		-\$52,833.51		\$240,781.23
6/19/2017		-\$1,191.24		\$239,589.99
6/19/2017			\$48,656.07	\$288,246.06
6/19/2017			\$6,438.46	\$294,684.52
6/19/2017			\$237.46	\$294,921.98
6/20/2017			\$14,869.44	\$309,791.42
6/20/2017			\$3,358.39	\$313,149.81
6/20/2017			\$66.07	\$313,215.88
6/20/2017		-\$62,158.40		\$251,057.48
6/21/2017			\$36.00	\$251,093.48
6/21/2017				\$251,093.48
6/21/2017			\$18,527.64	\$269,621.12
6/21/2017			\$5,515.22	\$275,136.34
6/21/2017			\$225.18	\$275,361.52
6/21/2017		-\$234.20		\$275,127.32
6/22/2017				\$275,127.32
6/22/2017			\$9,900.96	\$285,028.28
6/22/2017			\$1,932.34	\$286,960.62
6/22/2017			\$984.87	\$287,945.49
6/22/2017		-\$19,088.30		\$268,857.19
6/23/2017			\$169,117.73	\$437,974.92
6/23/2017			\$34,086.04	\$472,060.96
6/23/2017			\$5,008.78	\$477,069.74
6/23/2017			\$5,814.11	\$482,883.85
6/23/2017			\$233.74	\$483,117.59
6/23/2017		-\$53.05		\$483,064.54
6/23/2017		-\$108,772.65		\$374,291.89
6/23/2017		-\$1,562.35		\$372,729.54
6/23/2017		-\$37,056.69		\$335,672.85
6/23/2017		-\$5,027.87		\$330,644.98
6/23/2017		-\$1,307.11		\$329,337.87
6/23/2017		-\$28,943.43		\$300,394.44

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
6/23/2017		-\$73,088.00		\$227,306.44
6/23/2017		-\$1,087.25		\$226,219.19
6/23/2017		-\$831.17		\$225,388.02
6/23/2017		-\$319.80		\$225,068.22
6/23/2017		-\$8,342.74		\$216,725.48
6/26/2017			\$133.81	\$216,859.29
6/26/2017			\$119.90	\$216,979.19
6/26/2017			\$15,175.15	\$232,154.34
6/26/2017			\$4,169.13	\$236,323.47
6/26/2017			\$552.97	\$236,876.44
6/26/2017		-\$85.00		\$236,791.44
6/27/2017			\$38,322.10	\$275,113.54
6/27/2017			\$66,915.49	\$342,029.03
6/27/2017			\$2,042.30	\$344,071.33
6/27/2017			\$4,031.62	\$348,102.95
6/27/2017			\$299.94	\$348,402.89
6/27/2017		-\$190.00		\$348,212.89
6/27/2017			\$11.28	\$348,224.17
6/27/2017			\$287.34	\$348,511.51
6/27/2017			\$131.12	\$348,642.63
6/27/2017			\$131.12	\$348,773.75
6/27/2017			\$122.56	\$348,896.31
6/27/2017			\$338.38	\$349,234.69
6/27/2017			\$400.00	\$349,634.69
6/27/2017		-\$400.00		\$349,234.69
6/28/2017			\$573.98	\$349,808.67
6/28/2017			\$133.37	\$349,942.04
6/28/2017			\$62.43	\$350,004.47
6/28/2017			\$210,080.25	\$560,084.72
6/28/2017			\$3,461.10	\$563,545.82
6/28/2017			\$95.97	\$563,641.79
6/29/2017		-\$216,956.25		\$346,685.54
6/28/2017			\$29,939.91	\$376,625.45
6/28/2017			\$191.17	\$376,816.62
6/28/2017			\$128.83	\$376,945.45
6/29/2017		-\$74,119.67		\$302,825.78
6/29/2017			\$26,596.33	\$329,422.11
6/29/2017		-\$26,134.55		\$303,287.56
6/29/2017		-\$797.10	\$13,088.96	\$315,579.42
6/29/2017			\$1,355.71	\$316,935.13
6/29/2017			\$2,435.84	\$319,370.97
6/29/2017			\$25.00	\$319,395.97
6/29/2017			\$1,653.18	\$321,049.15
6/30/2017			\$18,435.92	\$339,485.07
6/30/2017			\$5,452.15	\$344,937.22
6/30/2017			\$362.21	\$345,299.43
6/30/2017			\$958.32	\$346,257.75
6/30/2017			\$47.02	\$346,304.77

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 JUNE 30, 2017

COMBINED ACCOUNTS

9999-1011-001	B OF A # 08038-80200	346,304.77
9999-1030-001	LAIF	14,207,229.33
		14,553,534.10
	TOTAL COMBINED CASH AND INVESTMENTS	14,553,534.10
9999-1000-000	CLAIM ON CASH	(14,553,534.10)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	64,603.84
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,458.57
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	(39,828.46)
1004	ALLOCATION TO GF-PANCERA	18,353.90
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,076,883.09
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	2,340.86
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	53,602.89
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	33,504.84
2002	ALLOCATION TO STATE COPS	49,299.31
2006	ALLOCATION TO SNOW REMOVAL	(477.59)
2007	ALLOCATION TO STREETS & HIGHWAYS	163,889.03
2010	ALLOCATION TO STREET MITIGATION	28,651.01
2011	ALLOCATION TO POLICE MITIGATION	11,079.10
2012	ALLOCATION TO FIRE MITIGATION	119,925.13
2013	ALLOCATION TO PARK DEDICATION FUND	162,960.97
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	23,668.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	351,982.07
2018	ALLOCATION TO HOME REVOLVING FUND	398,201.38
2030	ALLOCATION TO TRAFFIC SAFETY	58,798.03
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	97,243.25
2037	ALLOCATION TO SKYLINE BICYCLE LANE	7,567.10
4001	ALLOCATION TO MARK ROOS SERIES B/92	24,637.89
4003	ALLOCATION TO CITY HALL	52,240.25
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	259,223.40
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	630.92
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	458,358.62
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	44,608.13
7630	ALLOCATION TO RISK MANAGEMENT FUND	417,311.56
7650	ALLOCATION TO PAYROLL	186,715.62
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	7,558.93
8402	ALLOCATION TO LAFCO	13,848.73
8403	ALLOCATION TO SEC 125 & AFLAC	3,018.09
8404	ALLOCATION TO AIR POLLUTION	252,638.84
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	406,982.47
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(26,495.94)
	ALLOCATIONS TO RESTRICTED FUNDS	9,594,058.83

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
JUNE 30, 2017

UNRESTRICTED FUNDS

1000	ALLOCATION TO GENERAL FUND	1,796,731.79
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	(71,232.20)
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	18,844.79
7201	ALLOCATION TO AIRPORT	(53,147.03)
7301	ALLOCATION TO GEOTHERMAL UTILITY	257,376.05
7401	ALLOCATION TO NATURAL GAS	2,808,381.30
7530	ALLOCATION TO GOLF COURSE	(25,352.35)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	214,024.95

ALLOCATIONS TO UNRESTRICTED FUNDS 4,959,475.27

TOTAL ALLOCATIONS TO OTHER FUNDS 14,553,534.10
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000 (14,553,534.10)

ZERO PROOF IF ALLOCATIONS BALANCE .00

Fund #	Fund Title	Audited		Unaudited	
		6/30/16	YTD Revenue	YTD Expenditures	JUNE Fund Balance 6/30/17
100X	General Fund	2,704,355	5,584,202	5,228,509	3,060,048
2002	State COPS	54,963	118,096	123,762	49,297
2006	Snow Removal	58,003	16,928	75,408	(477)
2007	Streets	123,356	2,627,758	2,826,353	(75,240)
2010	Street Mitigation	21,329	7,323	0	28,652
2011	Police Mitigation	24,056	9,405	22,382	11,079
2012	Fire Mitigation	108,456	11,470	0	119,926
2013	Park Dedication	164,276	777	2,079	162,973
2014	State of CA - Prop 30/AB 109	34,615	13,725	24,672	23,668
2016	State Comm. Dev. Rev. FD	1,313,557	1,038	12,646	1,301,949
2017	State Economic Rev. FD	Combined 2017 with 2016 for First Time Homebuyers			
2018	Home Revolving Fund	706,318	17,633	259	723,692
2030	Traffic Safety	76,442	7,644	25,285	58,801
2035	Traffic Signals Fund	96,717	525	0	97,242
2037	Skyline Bicycle Lane	7,535	33	0	7,568
3015	City Hall Parking Lot	13,848	0	0	13,848
4001	Miller Fletcher	592,779	(127,783)	148,827	316,168
4003	City Hall Debt Service	52,245	135,024	135,028	52,241
4004	2013 CalPERS Refunding Loan	359,218	335,604	435,596	259,225
4005	Community Pool Debt Service	35,959	66,048	101,376	631
711X	Water Funds	2,607,824	2,515,750	2,234,095	2,889,479
7201	Airport	2,283,374	119,242	275,685	2,126,931
7301	Geothermal	572,623	70,552	126,564	516,611
740X	Natural Gas	(570,739)	4,588,953	4,208,150	(189,936)
7530	Golf Course	2,428,874	289,396	307,020	2,411,250
7620	PW Admin/Engineering	87,848	234,350	139,507	182,691
7630	Risk Management	381,562	820,728	782,426	419,863
8402	LAFCO	34,817	52,053	46,165	40,704
8404	Air Pollution	270,773	255,480	273,867	252,387
8405	Air Pollution - Carl Moyer	263,958	383,105	240,000	407,063
8406	IRWM - Management Group	0	37,334	63,830	(26,496)
TOTALS		14,908,939	18,192,393	17,859,493	15,268,335

Reviewed by: DSW City Administrator
 _____ City Attorney

_____ Motion only
 Public Hearing
 Resolution
 _____ Ordinance
 _____ Information

Submitted by: Deborah Savage, Finance Manager

Action Date: July 19, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 17-5384 Establishing and Adopting Schedules of Fees for Services Previously Resolution No. 17-5368

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: The City has adopted resolutions establishing various fees for services. A fee is a charge imposed on an individual or business for a service or facility provided directly to an individual or business. Local governments charge fees for a wide range of purposes, from park use fees to building plan check fees. The amount of the fee may not exceed the cost of government to provide the service. These fees are reviewed annually to determine that costs are being recovered and adjusted when necessary.

Staff is submitting the new Fee Schedule for Fiscal Year 2017-18 with the following change:

- Vacant Neglected Building Monitoring Program

FISCAL IMPACT: All proposed fees for services have been calculated to recover the estimated cost of providing the service. For fiscal year 2017-18, the amount estimated to be collected for all fees under the current fee structure is approximately \$192,705. (Approximately \$112,305 for General Fund, \$10,100 for Special Revenue Funds, and \$70,300 for Proprietary Funds (not including utilities).

ACTION REQUESTED: Motion to approve Resolution No. 17-5384 Establishing and Adopting Schedules of Fees for Services Previously Resolution No. 17-5368

ATTACHMENTS: Resolution No. 17-5384
 Exhibit A- Fees for Services for FY 2017-18

RESOLUTION NO. 17-5384
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
ESTABLISHING AND ADOPTING SCHEDULES OF RATES, FEES AND CHARGES
PREVIOUSLY RESOLUTION NO. 17-5368

WHEREAS, the City Council of the City of Susanville has heretofore established various schedules of rates, fees and charges for various services , including but not limited to, development fees, encroachment permit fees, public works fees, city care fees, duplication fees, building permit fees, police services fees, fire services fees, etc; and

WHEREAS, California Government Code Section 66013 or 66014 requires that no local agency shall levy a service charge or fee to an amount which exceeds the estimated amount of providing the services; and

WHEREAS, California Government Code Section 66016 requires that prior to levying a new fee or service charge, a local agency shall hold at least one public meeting at which oral or written presentations can be made and data can be made available to the public; and

WHEREAS, California Government Code Section 66018 requires that prior to adopting an ordinance or resolution adopting a new fee or charge, or increasing an existing fee or charge, a local agency shall hold a public hearing, at which oral or written presentations can be made, as part of a regularly scheduled meeting; and

WHEREAS, pursuant to California Government Code Section 66018, this City Council has conducted and concluded a public hearing with respect to the rates, fees and charges prior to adoption of this Resolution; and

WHEREAS, the City Council desires to adjust the rates, fees and charges and implement new rates, fees and charges for various government services provided by the City of Susanville, as set forth herein; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred,

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

- 1 The City Council hereby finds and determines that based upon the data, information, analyses, oral and written documentation received concerning the rates, fees and charges described in Exhibit "A" incorporated herein, the rates, fees and charges do not exceed the established reasonable cost of providing the service for which they are levied.
- 2 The rates, fees and charges set forth in Exhibit "A" are hereby adopted and approved.
- 3 The rates, fees and charges set forth in Exhibit "A" attached hereto were effective and implemented commencing July 1, 2017, except for the Planning and Building Fee, which will take effect sixty (60) days after City Council adoption of the previous Resolution. The new Vacant Neglected Building Monitoring Program fee will take effect sixty (60) days after adoption of this Resolution.

- 4 Immediately upon the effective date, any previously established rates, fees and charges shall be superseded by the rates, fees and charges established in said Exhibit "A".
- 5 If any section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of the Resolution.
- 6 The City Clerk shall certify to the adoption of this Resolution.

Dated: July 19, 2017

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 19th day of July, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

A	B	M	N	S
1	S/2017-18 Budget/2017-18 Fees for Services - Exhibit A	2017-2018	2017-2018	
2	Department	ADOPTED FEES	PROPOSED FEE	Comments/calculations
3	City Clerk			
4	Service			
5	Filing fee for Notice of			
6	intent to circulate petition	\$200.00	\$200.00	Elections Code 9202
7	Notary fees per signature	\$10.00	\$10.00	Government Code 8211
8	Duplication Fees per copy	\$0.10	\$0.10	Cost of Paper & Cost per copy for lease agmnt (Cost/copy lease=.08 and paper .02/sheet)
9	Finance Dept			
10	NSF Returned Check (First check passed)	\$25.00	\$25.00	California Civil Code Section 1719
11	NSF Returned Check (Subsequent checks passed)	\$35.00	\$35.00	California Civil Code Section 1719
12	Business License/HUSA Log	\$7.00	\$7.00	
13	Credit Card Fee (for payments on line or over the telephone)	\$3.00	\$3.00	To recover part of the fees the Bank charges the City for accepting Credit Cards (over the phone)
14	Water/Natural Gas Utility Late Fee	10%	10%	Of delinquent balance at time of non-pay disconnection of service
15	Comm. Devel.			
16	Minimum permit fee	\$56.00	\$56.00	1=(Building Official @\$61.30/hr) 2=(Building Dept Permit-Tech @\$48.01/hr) 3=Planner@61.25/hr
17	Electrical permit application fee	\$46.00	\$46.00	.4 hr (1) plus .7hrs(2)
18	Mechanical permit application fee	\$46.00	\$46.00	.1 hr (1) plus .9hrs(2)
19	Plumbing permit application fee	\$46.00	\$46.00	.1 hr (1) plus .9hrs(2)
20	Building Permit application fee	\$46.00	\$46.00	.1 hr (1) plus .9hrs(2)
21	Permit fee - Electrical	\$103.00	\$103.00	1.34 hrs (1) plus .73hrs (2)
22	Permit fee - Mechanical	\$103.00	\$103.00	1.34 hrs (1) plus .73hrs (2)
23	Permit fee - Plumbing	\$103.00	\$103.00	1.34 hrs (1) plus .73hrs (2)
24	Demolition Permit	\$153.00	\$153.00	1.34 hrs (1) plus .73hrs (2) plus 3 (3)
25	Plan Review Revisions	\$40.00	\$40.00	.77 hrs (1) plus \$79 per hour after the first half hour
26	Temp certificate of occupancy	\$106.00	\$106.00	per first 30 day period 1.25hrs (1) plus .5hrs (2)
27	Re-inspection fees	\$71.00	\$71.00	.9hrs (1) plus .5hrs (2) (Fee allowed by Ord 02-886)
28	Sign Permit-Copy Change Only	\$52.00	\$52.00	.25hrs (1) plus .8hrs (2)
29	Sign permit-new permit (flat rate vs. valuation) Electrical	\$163.00	\$163.00	1.9 hrs (1) plus 1.4hr (2) = ***Est. minimum. Charge will vary if permit includes electrical
30	Expired Permit	\$123.00	\$123.00	1.5 hrs (1) plus 1hr (2) Fee varies per time & prior work performed
31	Architectural Design & Site Plan	\$104.00	\$104.00	1.5hr (3)
32	Review-less than 1000 sq ft			
33	Architectural Design & Site Plan	\$1,144.00	\$1,144.00	18.6 hrs (3)+.7hrs(2)
34	Review-more than 1000 sq ft	\$600.00	\$600.00	9.5 hrs (3) + .7hrs (2)
35	Lot Line Adjustment	\$600.00	\$600.00	9.5 hrs (3) +.7hrs (2)
36	Lot Merger	\$381.00	\$381.00	5.4 hrs (3)+.5hrs (2)
37	Certificate of Compliance	\$209.00	\$209.00	2.9 hrs (3) + ..25hrs (2)
38	Administrative Permit	\$100.00	\$100.00	3 day parking lot event (plus \$25.00 BL)
39	Temporary Use Permit	\$90.00	\$90.00	1.3 hrs (3) +.25hr (2)
40	Home Occupation Permit	\$612.00	\$612.00	10.2 hrs (3) plus \$80 Public Notice/2 +.5hr (2)
41	Variance (proposed development)	\$1,224.00	\$1,224.00	18 hrs (3) +1 (2) plus \$80 Public Notice +.7hr (2)
42	Variance (existing development)	\$190.00	\$190.00	3hrs (3) +.5hrs (2)
43	Floodplain Permit	\$421.00	\$421.00	6.7hrs (3). 25hrs (2) plus \$80 Public Notice/2
44	Conditional Use Permit Res - proposed (fences/signs)	\$1,033.00	\$1,033.00	16 hrs (3) + .25 (2) plus \$80 Public Notice
45	Conditional Use Permit Res - existing (fences/signs)	\$842.00	\$842.00	13 hrs (3) +.25 (2) plus \$80 Public Notice
46	Conditional Use Permit minor			
47				
48				

City of Susanville
 Fees for Services
 Fiscal Year 2017-2018

Exhibit "A"

	A	B	M	N	S
			2017-2018	2017-2018	
2					
3	Department	Service	ADOPTED FEES	PROPOSED FEE	Comments/calculations.
49		Conditional Use Permit moderate	\$1,414.00	\$1,414.00	20 hrs (3) plus \$80 Public Notice
50		Conditional Use Permit major	\$2,061.00	\$2,061.00	30 (3) \$80 Public Notices, plus \$75 Records Search +1hr (2)
51		Conditional Use Permit PD	\$2,443.00	\$2,443.00	38 hrs (3) plus \$80 Public Notice plus \$75 Records Search + 1hr (2)

	A	B	M	N	S
	Department	Service	2017-2018 ADOPTED FEES	2017-2018 PROPOSED FEE	Comments/calculations
2					
3					
52		Service			
53		Tentative Parcel Map	\$1,414.00	\$1,414.00	20hrs (3) + .5hrs (7) plus \$80 Public Notice
54		Tentative Subdivision Map	\$2,443.00	\$2,443.00	37hrs (3) + .5hr (2) plus \$80 Pub Notice + \$75 Record Search + \$20 per lot
55		Zone Change	\$2,066.00	\$2,066.00	31hrs (3) + 1hr (2) plus \$160 Public Notice
56		Zone Change PD	\$2,257.00	\$2,257.00	35hrs (3) + 1hr (2) plus \$160 Public Notice
57		General Plan Amendment	\$2,526.00	\$2,526.00	40 hrs (3)+ 1hr (2) plus \$160 Public Notice plus \$75 Records Search
58		General Plan Amendment with Annexation	\$4,048.00	\$4,048.00	65hrs (3) + 1hr (2) plus \$160 Pub Notice plus \$75 Record Search
59		Specific Plan			
60		Environmental Impact Report			
61		Special Study for Environmental			
62		Review by outside professionals			
63		Telecommunications Registration Fee	\$1,500.00	\$1,500.00	
64		Telecommunications Encroachment Review Fee	\$350.00	\$350.00	
65		Site Improvement Plan Review (PW Engineering)			
66		Engineering Review			
67		Outside Plan Review (Including Revisions)			
68		Negative Declaration	\$3,080.00	\$3,080.00	Actual cost plus 15% Actual cost plus 15%
69		Notice of Exemption	\$100.00	\$100.00	
70		Notice of Determination			
71		Final Subdivision Map	\$1,144.00	\$1,144.00	
72		Final Parcel Map	\$762.00	\$762.00	
73		Appealed Conditions	\$652.00	\$652.00	
74		Appeals to Planning Commission	\$381.00	\$381.00	
75		Appeals to City Council	\$461.00	\$461.00	
76		Mitigation Fees - Streets (per Sq. Ft.)	\$0.98	\$1.00	per square foot based on Abbey Study dated July 1990, with 1.8% CPI increase (Consumer Price Indexes and U.S City Average-West B/C-Urban Wage Earners for the year ending December 2016)
77		Mitigation Fees - Police (per Sq. Ft.)	\$1.26	\$1.29	per square foot based on Abbey Study dated July 1990, with 1.8% CPI increase (Consumer Price Indexes and U.S City Average-West B/C-Urban Wage Earners for the year ending December 2016)
78		Mitigation Fees - Fire/residential (per Sq. Ft.)	\$0.93	\$0.94	per square foot based on Abbey Study dated July 1990, with 1.8% CPI increase (Consumer Price Indexes and U.S City Average-West B/C-Urban Wage Earners for the year ending December 2016)
79		Mitigation Fees - Fire/commercial (per Sq. Ft.)	\$1.15	\$1.17	per square foot based on Abbey Study dated July 1990, with 1.8% CPI increase (Consumer Price Indexes and U.S City Average-West B/C-Urban Wage Earners for the year ending December 2016)
80		Vacant Neglected Building Monitoring Program			
81	Commun. Deve	Historic Building Site Registry	\$126.00	\$1,000.00	Quarterly fee (Application fee \$250, Staff Costs-Building Official \$196.01, City Planner \$152.31, Battalion Chief \$218.09, Patrol Officer \$102, Finance Division \$70, Vehicle Costs \$70)
82	Planning	Plan Check Fee (per hour)	\$82.00	\$82.00	Same as Lassen County
83		Final Map Check Fee (per hour)	\$82.00	\$82.00	per hour for City Engineer
84		Development Improvement Inspection	1%-2%	1%-2%	est. cost(\$500,000 or less=2%)\\$500,001-\$1,000,000=1.5%\over \$1,000,000=1% plus 10%
85					

	A	B	M	N	S
	Department	Service	2017-2018 ADOPTED FEES	2017-2018 PROPOSED FEE	Comments/calculations
2					
3	Commun. Svc.	Community Center rental (per day-less than 4 hrs)	\$70.00	\$70.00	8= (Part-Time Staff \$16.92/hr)(Deposit Refundable)9=(Average Hourly of 7 & 8=\$29.66)
86		Community Center rental (per day-more than 4 hrs)	\$101.00	\$101.00	**8=(Acct Tech\$34.44/hr) 7=(Parks Supervisor\$42.40/hr)
87		CC Kitchen only (per day)	\$63.00	\$63.00	per day/less than 4 hours (.35 hrs (6))1 hr prep/clean-up(7) + 1 hr prep/clean up (8) +\$50 Dep
88		PA System Rental	\$20.00	\$20.00	per day (6 hrs (6))6 hr (7) +\$50 Dep
89		Electrical Panel Rental	\$20.00	\$20.00	
90		Riverside Park (per day)	\$132.00	\$132.00	per day(1 hr (7) +1 hr (8))(4.8 hrs clean-up(8))
91		Riverside Park - Class Reunions	\$100.00	\$100.00	Refundable Deposit
92		Athletic Field (per day)	\$45.00	\$45.00	per day (.6 hrs (7))(1 hr clean-up(8))
93		Group Picnic Area (per day) memorial park	\$59.00	\$59.00	per day(.6 hrs (7))(2 hrs clean-up(8))
94		Tournament Fee (per day)	\$35.00	\$35.00	per day (2.6 hrs clean-up(8))
95		Amphitheater/Stage (per day)	\$47.00	\$47.00	per day (.5 hr (7))(1.5 hrs clean-up(8))
96		Light Tokens	\$6.50	\$6.50	per token
97					11 = (Com Svc Ofcr \$36.80/hr) 12=(Admin Asst \$40.72/hr)
98					13= (Average Hourly Rate of Police Officer \$67.00) 14=Police Chief \$91.16/hr
99					
100					
101					
102	Police	Police Reports	\$15.00	\$15.00	.25 hrs (14) Review application and contact applicant prior to signing and providing applicant a copy
103		Reports additional pages	\$0.10	\$0.10	Cost of Paper & Cost per copy for lease agrmt (Cost/copy lease=.08 and paper .02/sheet)
104		Finger Prints	\$28.00	\$28.00	plus five scan
105		Solicitor's Permits	\$28.00	\$28.00	plus five scan
106		Amplified Music	\$15.00	\$15.00	.16 hrs (14) Review application and contact applicant prior to signing and providing applicant a copy
107		Taxi Owner	\$28.00	\$28.00	plus five scan
108		Taxi Driver	\$28.00	\$28.00	plus five scan
109		Vehicle Release	\$82.00	\$82.00	plus citation cost .1hr (13) plus .25 (12) plus \$4.80 registered letter
110		VIN Verification	\$28.00	\$28.00	.42 hrs (13) Officers conduct these at remote locations, inspect vehicle/trailer, match DMV documents and complete form
111		Civil Subpoena (per day)	\$150.00	\$150.00	per day attendance is required. Government Code 68096.1(b)(c)
112		Citation sign off (Not SPD)	\$17.00	\$17.00	.25 hrs (13) Officers respond to station, inspect vehicles, complete and sign document
113		Daily Alcohol Sales App	\$15.00	\$15.00	.41 hrs (14) Review application and contact applicant prior to signing and providing copy to applicant.
114		Police Service Fee (per hour)	\$67.00	\$67.00	per hour 1 hr (13)
115		DUI Recovery Fee (per hour)	\$67.00	\$67.00	per hour 1 hr (13)
116		Subpoena Duces Techn EC1560	\$15.00	\$15.00	E C 1560 \$24/hr per person(\$6/qtr hour) .10/copy for standard reproduction. Rate set in code
117		Booking Fee Reimbursement			Actual cost county charge
118		NSF Returned Check (First check passed)	\$25.00	\$25.00	Actual cost county charge
119		NSF Returned Check (Subsequent checks passed)	\$35.00	\$35.00	California Civil Code Section 1719
120					California Civil Code Section 1719

	A	B	M	N	S
	Department	Service	2017-2018 ADOPTED FEES	2017-2018 PROPOSED FEE	Comments/calculations
2					
3	Public Works	Service			
121					15=(Admin Staff Asst \$30 45/hr) 16=(Admin Spec \$40 92/hr) 17=(City Engineer \$72 64/hr) 18=(PW Director \$98.10/hr) 17a=(Asst Engineer\$48.85/hr) Inspection Fee=.5hrs(15)=\$15.23 + 1.1hr (17)=\$79.90 + .25hrs(18)=\$22.03=\$117.16/hr plus \$500 deposit (1.41 hrs(16)) plus \$1,000 deposit (1.41 hrs(16))
122			\$100.00	\$100.00	
123			\$100.00	\$100.00	
124		Fire Hydrant Use Application Fee (No Meter) plus Deposit \$50	\$100.00	\$100.00	
125		Fire Hydrant Use Application Fee (With Meter) plus Deposit \$1	\$112.00	\$112.00	
126		Inspection Fee			
127		Back Flow Prevention Devices	Actual cost	Actual cost	
128		Well Permits	\$274.00	\$274.00	Base Fee(\$162) + Inspection Fee(\$112)=\$274.
129		Request for deferment of curb, gutter sidewalk	\$290.00	\$290.00	Base Fee(\$162)+1.14hrs Inspection Fee (\$112)=\$127.77
130		Testing and Sampling	Actual Cost	Actual Cost	
131		Development outside City limits (% of cost of work)	2%	2%	% of cost of work
132		Encroachment Permits-			
133		Encroachment Permit Review	Cost	Cost	Fee Based on Engineers Estimated Time for Project Review
134		Concrete, sidewalk, curb & gutter	\$218.00	\$218.00	Base Fee + 5 hrs Inspection Fee
135		Concrete, sidewalk, curb & gutter	\$274.00	\$274.00	Base Fee + 1 hr Inspection Fee
136		Concrete, sidewalk, curb & gutter	\$330.00	\$330.00	Base Fee + 1.5 hrs Inspection Fee
137		Concrete, sidewalk, curb & gutter	\$386.00	\$386.00	Base Fee + 2 hrs Inspection Fee
138		Concrete, sidewalk, curb & gutter	2% of cost	2% of cost	
139		AC or PCC Pavement	\$274.00	\$274.00	Base Fee + 1 hr Inspection Fee
140		AC or PCC Pavement	\$330.00	\$330.00	Base Fee + 1.5 hrs Inspection Fee
141		AC or PCC Pavement	\$386.00	\$386.00	Base Fee + 2 hrs Inspection Fee
142		AC or PCC Pavement	\$442.00	\$442.00	Base Fee + 2.5 hrs Inspection Fee
143		AC or PCC Pavement	2% of cost	2% of cost	
144		Excavation outside pavement	\$162.00	\$162.00	Base Fee
145		Excavation outside pavement	\$162.00	\$162.00	Base Fee plus 0.16 per foot over 200 LF
146		** For Each Additional Foot over 200 feet 0.18 will be charged per foot			
147		Excavation inside pavement	\$240.00	\$240.00	Base Fee + 7 hrs Inspection Fee
148		Excavation inside pavement	\$274.00	\$274.00	Base Fee + 1 hr Inspection Fee
149		Excavation inside pavement	\$312.00	\$312.00	Base Fee + 1.34 hrs Inspection Fee
150		Excavation inside pavement	\$356.00	\$356.00	Base Fee + 1.73 hrs Inspection Fee
151		Excavation inside pavement	\$390.00	\$390.00	Base Fee + 2.04 hrs Inspection Fee
152		Excavation inside pavement	\$487.00	\$487.00	Base Fee + 2.90 hrs Inspection Fee
153		AC Repair	\$312.50	\$312.50	Labor + Equipment + Materials
154		26-50 SF	\$500.00	\$500.00	Labor + Equipment + Materials
155		51-75 SF	\$637.50	\$637.50	Labor + Equipment + Materials
156		76-100 SF	\$700.00	\$700.00	Labor + Equipment + Materials
157		101-200 SF	\$1,000.00	\$1,000.00	Labor + Equipment + Materials
158		Non construction permits within pavement	\$50.00	\$50.00	40% of base fee
159		Excessive Encroachment Permit Inspections	\$112.00	\$112.00	Inspection Fee

A	B	M	N	S
Department	Service	ADOPTED FEES	PROPOSED FEE	Comments/calculations
160				
161				19=(Admin Asst \$35.00/hr) 20=(avg trny Chief & Battalion Chief = \$82.00)
162				Type 1 Engine - \$350/hr, Type 1 Rescue/Engine - \$425/hr, Type II Engine - \$250/hr, Type III Engine - \$150/hr, Ladder Truck - \$550/ hour, Command Vehicle - \$60/hr, Utility Vehicle - \$50.00/hr) 1 hr minimum
163				Dispatch Fee - \$10.00, Volunteer Recovery Fee - \$20.00/hr each, Administrative Fee- 20% or \$200 (whichever is greater), Special Equipment - \$400 each
164				
165	Fire			
166	Fire Reports	\$38.00	\$38.00	1 1 hr (19)
168	New Business Inspections	\$82.00	\$82.00	1.1hr (20)
169	Medical Calls (Inside City Limits Nonresident or not contracting)	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin
170	Fireworks display booth inspections ***	\$500.00	\$500.00	Permit-\$100, 3 inspections-\$150, clean up bond \$250 (additional inspections are required)
171	*** Additional Inspections requires additional fees			
172	Sprinkler Plan and Inspection	\$82.00	\$82.00	per hour (20)
173	Plan Check Review	\$82.00	\$82.00	per hour (20)
174	Carnivals and Fair Inspections	\$575.00	\$575.00	7 hrs (20) \$577.71 Inspect all building, rides, booths, access and records
175	State Mandated Inspections:			
176	Day Care, residential (per hour)	\$82.00	\$82.00	per hour (20)
177	Day Care, commercial (per hour)	\$82.00	\$82.00	per hour (20)
178	Convalescent Hospital/Assisted Living (per hour)	\$82.00	\$82.00	per hour (20)
179	Other:			
180	Fire Suppression/Alarm system plan check (per hour)	\$82.00	\$82.00	per hour (20)
181	Fire Investigation Services (per hour)	Actual cost	Actual cost	
182	Malicious/false alarms	Actual cost	Actual cost	
183	Fire-stand by	Actual cost	Actual cost	
184	Facility use (per hour)	\$42.00	\$42.00	Avg daily cost for bldg (\$11,936)/30 days=\$397.93/8hrs=\$49.75 plus 1hr (21)=\$31.08 prep
185	Duplication (Black & White copies) per copy	\$0.10	\$0.10	per copy (Cost per copy lease agmtl)= .08 blk/wht(.19 color) plus Paper cost= .02/sheet)
186	Duplication (Color copies) per copy	\$0.21	\$0.21	per copy (Cost per copy lease agmtl)= .08 blk/wht(.19 color) plus Paper cost= .02/sheet)
187	Hazardous materials response	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
188	Special rescuer/low angle	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
189	Vehicle Accidents	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
190	Vehicle Fire	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
191	Negligent Incident (illegal burn, negligent fire, etc)	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
192	Arching Power Lines	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
193	DUI Vehicle Accident	Actual cost	Actual cost	Vehicles+personnel+dispatch+admin+supplies+SE
194	Operational Permit Fee Schedule:			
195	Amusement Buildings	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
196	Aviation Facilities	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
197	Carnival and Fair	\$575.00	\$575.00	7 hrs (20) \$577.71 Inspect all building, rides, booths, access and records
198	Compressed Gases	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
199	Cyogenic Liquids	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
200	Cutting and Welding	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
201	Dry Cleaning Plants	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
202	Exhibits and Trade Shows	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
203	Explosives	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
204	Fire Hydrants and Valves	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection
205	Flammable and Combustible Liquids	\$82.00	\$82.00	1hr (20) =\$82. for processing permit and inspection

	A	B	M	N	S
	Department	Service	2017-2018 ADOPTED FEES	2017-2018 PROPOSED FEE	Comments/calculations
2					
3					
206		Floor Finishing	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
207		Fumigation and Thermal Insecticide Fogging	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
208		Hazardous Materials	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
209		High Pile Storage	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
210		Hot Work Operations	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
211		Industrial Ovens	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
212		Lumberyards and Woodworking Plants	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
213		Liquid/Gas Fueled Vehicles/Equipment In Assembly Buildings	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
214		LP-Gas	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
215		Misc Combustible Storage	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
216		Open Burning	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
217		Open Flames and Torches	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
218		Open Flames and Candles	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
219		Places of Assembly	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
220		Private Fire Hydrants	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
221		Pyrotechnic Special Effects Material	\$350.00	\$350.00	3 inspections, fire stand-by, permit
222		Refrigeration Equipment	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
223		Repair Garages and Motor Fuel-Dispensing Facilities	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
224		Spraying or Dipping	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
225		Storage of Scrap Tires and Tire Byproducts	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
226		Temporary Membrane Structures, Tents and Canopies	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
227		Waste Handling	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
228		Wood Products	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
229	Fire	Construction Permit and Other Fees	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
230		Application Fee	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
231		Inspection Fee	\$82.00	\$82.00	1hr (20)=\$82. for processing permit and inspection
232		Assembly	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
233		Compressed Gases	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
234		Flammable and Combustible Liquids	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
235		Hazardous Materials	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
236		High Piled Storage	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
237		Industrial Ovens	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
238		LP-Gas	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
239		Private Fire Hydrants	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
240		Spraying or Dipping	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
241		Temporary Membrane Structures, Tents and Canopies	\$164.00	\$164.00	2 hr minimum-1hr (20)=\$82 for processing permit and inspection
242		Re-inspection	\$82.00	\$82.00	1hr (20)=\$82.00 - 1hr minimum after 2nd Attempt on non-compliance re-inspects.
243		Mobile Home Park Hydrant Certification (per hydrant)	\$41.00	\$41.00	30 min (20) if private hydrant fee has already been paid
244		Private Fire Hydrant Annual Inspection (per hydrant)	\$70.00	\$70.00	Vehicle+personnel+supplies+equipment+records
245		Private Fire Hydrant Repair & Maintenance	\$164.00	\$164.00	Charge is per hour (20)=\$82.00 with a 2 hour minimum plus parts
246		Fire Investigation Report	Actual Cost	Actual Cost	Vehicles+personnel+supplies+SE

Reviewed by: JGH City Administrator
 City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Ruth Ellis, Administrative Staff Assistant

Action Date: July 19, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Susanville Basque Club's Picon Open at the Diamond Mountain Golf Course on August 19, 2017 from 9 a.m. to 9 p.m.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Susanville Basque Club is hosting a Picon Open on August 19, 2017 at the Diamond Mountain Golf Course to raise college scholarship money for graduating high school seniors. The Susanville Sunrise Rotary will be providing alcoholic beverage sales during the event and will be splitting proceeds with the Basque Club. A letter of authorization from the City is required as part of the application process through the Department of Alcoholic Beverage Control. The Susanville Sunrise Rotary will be responsible for obtaining the license.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to authorize the sale of alcoholic beverages concessions at the Diamond Mountain Golf Course Club House on August 19 and authorizing the Susanville Sunrise Rotary to obtain appropriate licensing

ATTACHMENTS: Letter of request

City of Susanville
66 North Lassen
Susanville, CA 96130

To Whom It May Concern:

This letter is in regards to a request to serve alcohol at the Susanville Basque Club's Picon Open. This event will take place at the Diamond Mountain Golf Course on August 19th, 2017 from 9AM-9PM. The event will include a dinner catered by the Susanville Basque Club. The purpose of the event is to raise funds for a scholarship that will go to a graduating high school senior planning to attend a 2 or 4 year college.

Susanville Sunrise Rotary has agreed to organize and run the bar during the event. The Susanville Basque Club would like to have three bar locations. This includes one full bar at the Diamond Mountain Golf Course Club House and two separate Picon bars located on hole six and hole fourteen. If approved by this council, the Susanville Sunrise Rotary plans to split proceeds made at the bar with the Susanville Basque Club. The "Daily License Application" requires the signature of the golf course property owner prior to our Rotary Club sending the application into ABC.

For questions specifically about the Susanville Basque Club's Picon Open, please contact Miren Zubillaga at 530-310-4167.

Sincerely,



Doug Smith
Susanville Sunrise Rotary
Board President 2017/2018

Reviewed by: JGH City Administrator
 City Attorney

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

Submitted By: Ruth Ellis, Administrative Staff Assistant

Action Date: July 19, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Authorization to waive fees for Amy’s Corner community art project

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The City received a letter from Rhoda Ede-Weber, a local business owner and CEO of the newly-formed Amy’s Corner, which offers art projects for the community’s children. Six sessions are scheduled for every Tuesday through Aug. 15 and are open to children ages 3 to 12. Events are held in the picnic area of the Memorial Park and the cost to rent the area is \$59.00 per day. Ms. Weber has pre-paid the park reservation fee for six weeks for a total cost of \$354.00. Due to the strong interest and wanting to allow more children to participate, she is requesting the City Council consider waiving the rental fees, or providing for a discounted rate to support her program.

FISCAL IMPACT: Unearned revenue in the amount of \$354.00

ACTION REQUESTED: Authorize City Administrator to waive park fees in the amount of \$354.00 for the use of Memorial Park on July 11, July 18, July 25, August 1, August 8 and August 15.

ATTACHMENTS: Amy’s Corner Letter of Request



July 10th 2017

Dear City Of Susanville,

Thank you for the opportunity to bring this to your attention. Amy's Corner is a new Community Project being built by the owner of The Chickadee Boutique whose business resides in Uptown Susanville. As a resident of Susanville, it was brought to our attention that the availability of programs for children during the summer months were limited. We have been holding art projects for adults through the business and knew we had the perfect opportunity to do the same for the children. We also realized that the ability to pay would limit the children's involvement so we decided to proceed on our own funds. This is where we need you.

We have prepaid for 6 weeks of fun for the children using the Memorial Park as the location of choice. We have over 150 children who are wanting to participate and that number is growing. With our funds being tied up in cost we have had to limit it to 30 children per session. Our request for you is to consider reducing the fees paid or providing us with perhaps supplies to move forward.

We are building our Board of Directors and will be applying for a Non-Profit status but are wanting to build our portfolio first. Would you consider being a part?

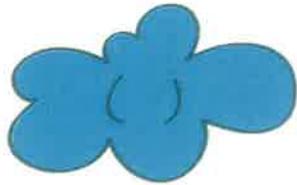
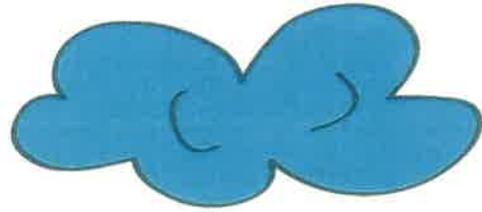
If you have questions or need additional information please contact me at the number below.

Sincerest Regards,

Rhoda Ede-Weber
Amy's Corner CEO

Phone: (530)250-6020
www.facebook.com/amyscorner/
www.amyscorner.art (launching soon)

Cc:file



ART IN THE PARK

TUESDAYS

JULY 11 - AUG 15
10-11:30a & 6-7:30p

Each Tuesday we'll host new and exciting art projects for children **ages 3-12**. We also offer an "Amy's VIPs" class for children with special needs.

There are only 36 spots available for each session.

You **MUST PRE-REGISTER** your child in order to attend.

MEMORIAL PARK
SUSANVILLE, CA

PRE-REGISTER AT:

- Facebook: @amyscorner
- The Chickadee Boutique (The Pioneer Bldg., Main St.)

COMING SOON:
www.amyscorner.art

In partnership with:
The Chickadee Boutique (530) 250-6020

