
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
October 4, 2017 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 17-5438

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 PUBLIC EMPLOYMENT – pursuant to Government Code §54957
 - 1 City Administrator – Approve final draft of job recruitment flyer and final draft of job announcement
 - 2 Approved Position List
 - 3 Interim City Administrator Agreement
 - 4 Administrative Consulting Services Agreement

- 4 **RETURN TO OPEN SESSION:** (recess if necessary)
 - *Reconvene in open session at 7:00 p.m.*
 - *Pledge of allegiance*
 - *Report any changes to agenda*
 - *Report any action out of Closed Session*
 - *Moment of Silence or Thought for the Day: Mayor Garnier*
 - *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 September 6 and 8, 2017 meetings
- B Approve vendor warrants numbered 101273 through 101450 for a total of \$1,088,591.69 including \$254,865.10 in payroll warrants
- C Receive and file Finance Reports: August 2017

7 **PUBLIC HEARINGS:**

- A Consideration of **Resolution No. 17-5418** to **17-5428** authorizing Weed and Rubbish assessment and lien against certain real properties located within the City of Susanville:
 - Resolution No. 17-5418 * APN 105-232-09: 136 S. Fairfield
 - Resolution No. 17-5419 * APN 105-050-11: 1615 Fifth Street
 - Resolution No. 17-5420 * APN 103-250-39: 50 Harris Drive
 - Resolution No. 17-5421 * APN 107-090-19: 350 Limoneria
 - Resolution No. 17-5422 * APN 103-231-08: 1116 Mark Street
 - Resolution No. 17-5423 * APN 105-164-01: 57 N. McDow Street
 - Resolution No. 17-5425 * APN 107-171-25: 738 & 740 Plumas Street
 - Resolution No. 17-5426 * APN 105-301-02: Riverside/Laurel Street
 - Resolution No. 17-5427 * APN 107-250-04: Modoc and Sierra Street
 - Resolution No. 17-5428 * APN 103-085-09: 875 Washo Lane

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider **Resolution No. 17-5416** authorizing a street closure in support of the Annual Lassen Land & Trails Trust, Rails to Trails Festival and Handcar Races on October 7, 2017, 8:00 a.m. to 4:00 p.m.
- B Consider **Resolution No. 17-5429** supporting Veterans of Foreign Wars Annual Veterans Day Parade on Saturday, November 11, 2017, and authorizing the Public Works Director to submit an application for a Caltrans encroachment permit for the event
- C Consider **Resolution No. 17-5430** authoring increase in out of area fires budget
- D Consider **Resolution No. 17-5431** approving and authorizing City Administrator to execute 5-year agreement for banking services with Tri-Counties Bank
- E Consider **Resolution No. 17-5432** approving appointment of representative to the Small Cities Organized Risk Effort (SCORE) Board of Directors
- F Consider the option to purchase Hangar #9A at the Susanville Municipal Airport
- G Consider the option to purchase Hangar #13 at the Susanville Municipal Airport
- H Consider **Resolution No. 17-5433** authorizing execution of an Airport Hangar Space Lease Agreement for Hangar #14 at the Susanville Municipal Airport
- I Consider **Resolution No. 17-5434** authorizing the Public Works Director to Submit a proposed list for street maintenance and rehabilitation projects per the Road Repair and Accountability Act of 2017 also known as Senate Bill 1 (SB1 - Beall)

- J Consider **Resolution No. 17-5435** authorizing execution of agreement with Jared. G. Hancock for consulting services
- K Consider **Resolution No. 17-5436** approving Cooperative Agreement Susanville Indian Rancheria Housing Authority
- L Consider **Resolution No. 17-5437** approving agreement for Interim City Administrator services with Dan Newton

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 October 18, 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 October 4, 2017 in the areas designated on September 29, 2017.



Gwenna MacDonald, City Clerk

Reviewed by: JGH City Administrator
_____ City Attorney

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's September 6 and 8, 2017 meetings

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's September 6 and 8, 2017 meetings.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's September 6 and 8, 2017 meetings.

ATTACHMENTS: Minutes: September 6, 2017
September 8, 2017 special meeting

SUSANVILLE CITY COUNCIL
Regular Meeting Minutes
September 6, 2017– 6:00 p.m.

Meeting was called to order at 6:00 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 and Gwenna MacDonald, City Clerk.

1 APPROVAL OF AGENDA:

Motion by Mayor pro tem Franco, second by Councilmember Wilson, to approve the agenda as submitted; motion carried unanimously. Ayes: Stafford, Wilson, Franco, Schuster and Garnier.

2 PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS: No comments.

3 CLOSED SESSION: At 6:07 p.m. the Council entered into Closed Session to discuss the following:

- A CONFERENCE WITH LABOR NEGOTIATORS – pursuant to Government Code Section §54957.6
 - 1. Agency Negotiator: Jared G. Hancock
Bargaining Unit: Fire
 - 2. Agency Negotiator: Jared G. Hancock
Bargaining Unit: SPOA
- B PUBLIC EMPLOYMENT – pursuant to Government Code §54957:
 - 1. Community Services Officer
 - 2. Police Officer Trainee
 - 3. Golf Course Manager
 - 4. City Planner
 - 5. Special Legal Counsel
 - 6. City Administrator: 2 items
- C CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) regarding one (1) potential case
- D CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code §59456.8:
 - Property: Public Road and Utility Infrastructure for subdivision in Wood Duck Court
 - Agency negotiator: Jared G. Hancock
 - Negotiation parties: City of Susanville/Al Robbins
 - Under Negotiation: Price/Conditions/Terms

At 7:03 p.m. the City Council recessed Closed Session.

4 RETURN TO OPEN SESSION:

At 7:05 p.m. the City Council reconvened in Open Session.

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

Mr. Hancock reported that prior to Closed Session, the City Council approved the agenda, and there has been a revised Item 9D provided to the Council and public. The City Council met in Closed Session and gave direction on two items, with one item of reportable action; staff would be proceeding with an open recruitment for a City Administrator and he would be working with Public Works Director Dan Newton who would be serving as the Interim City Administrator.

Chief King offered the Thought of the Day.

5 **BUSINESS FROM THE FLOOR:** No comments.

6 **CONSENT CALENDAR:** Mayor Garnier reviewed the items on the Consent Calendar:

A Approve minutes from the City Council's August 2, 2017 meeting

B Approve vendor warrants numbered 101103 through 101272 for a total of \$669,988.24 including \$139,113.84 in payroll warrants

Councilmember Schuster requested the removal of Item 6B for separate discussion.

Motion by Councilmember Wilson, second by Councilmember Stafford to approve Item 6A; motion carried. Ayes: Wilson, Stafford, Schuster and Garnier. Abstain: Franco.

Councilmember Schuster asked if the claim for services from Kronich, Moskovitz Tiedemann and Girard was a retainer or consulting fee, as the charge of \$20,000 seemed a bit high.

Mr. Hancock explained that the City has an agreement with the firm to perform human resources specific work on a time and materials basis, and the charge represents work performed.

Motion by Mayor pro tem Franco, second by Councilmember Stafford to approve Item 6B; motion carried. Ayes: Franco, Stafford, Wilson and Garnier. No: Schuster.

7 **PUBLIC HEARINGS:**

7A Consider approval of Resolution No. 17-5413 approving the Urban Water Management Plan (UWMP) update Mr. Newton explained that Urban Water Management Plans are prepared by urban water suppliers to support long-term resource planning and to ensure that adequate water supplies are available to meet existing and future water demands. The City falls in this category as serving more than 3,000 water connections, and is required by the California Government Code to prepare the Urban Water Management Plan and submit it to the Department of Water Resources (DWR). The Plan must be updated every 5 years, and DWR will review the Plan to ensure that the requirements identified in the Water Code have been completed. Mr. Newton reviewed the Plan, noting that it is broken down into sections that address the purpose and process of Plan development and implementation, and then addresses information specific to the system, including the system description, water sources, system demands, water supply, the water shortage contingency plan, and demand management measures. Mr. Newton reviewed the timeline to update the Plan, stating that work on the City's Urban Water Management Plan was completed with the assistance of Full Spectrum Engineering, and a draft was circulated in June 2017. Comments were solicited from the public and various stake holders and will be accepted through the public hearing that has been

scheduled for consideration of the document. Upon approval by City Council, the document will be submitted to the Department of Water Resources for review.

At 7:18 p.m. Mayor Garnier opened the public hearing and requested comments from the public regarding the Urban Water Management Plan. There being no comments or questions, Mayor Garnier closed the public hearing at 7:19 p.m.

Motion by Councilmember Wilson, second by Mayor pro tem Franco, to approve Resolution 17-5413; motion carried unanimously. Ayes: Wilson, Franco, Stafford, Schuster and Garnier.

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

9 **NEW BUSINESS:**

9A **Consider approval of Resolution No. 17-5411 approving hold harmless training agreement with Susanville Indian Rancheria for property at 477-280 N. Weatherlow** Chief Moore explained that the Fire Department is always seeking opportunities to conduct operational fire training and has been in contact with the Susanville Indian Rancheria to utilize a structure that is scheduled for demolition. The property is located at 477-280 N. Weatherlow and the Rancheria has agreed to allow the Susanville Fire Department to utilize the facility for firefighting training prior to destruction and removal of the building. This provides valuable training for the Department and the agreement is modeled after the agreement the City utilized when the Department conducted training at the old Tri-Counties Bank building prior to its demolition to make way for the new Rite-Aid building. The agreement provides that the City will pay \$1.00 to the Susanville Indian Rancheria to use the building for training purposes.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5411; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

9B **Consider approval of Resolution No. 17-5412 authorizing execution of software maintenance and support agreement with Caselle** Ms. Savage reported that the City has utilized a government software program called Caselle since November 2002. This software includes payroll, accounts payable, accounts receivable, utility management and general ledger functions. The original software program was upgraded in 2007 at a cost of \$42,000 for purchasing the software and \$13,251 in quarterly software assurance charges for training and updates. The software assurance program provides the City with the opportunity to upgrade software at no extra charge, provides priority responses to support requests, unlimited support requests, program updates, and free access to Webinar Training and Knowledgebase curriculum. The City currently pays \$15,096 annually for the software assurance program. The proposal submitted by Caselle would increase this annual charge for the software upgrade to \$21,600 annually. If the invoice is paid annually and not monthly, the City will save an additional five percent for an annual cost of \$20,520. The upgraded software program, Caselle Connect, also includes features to assist the City with Affordable Care Act (ACA) reporting requirements which is not offered on the current program version. In addition, the City received notification that it will no longer be providing updates as of December 31, 2017 which will impact all users' year end reporting for W-2's and 1099's.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5412; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

9C Consider request to allow the sale of alcoholic beverages concessions at the Diamond Mountain Golf Course Club House on September 23, 2017 for the Lassen Football Booster Golf Tournament Mr. Hancock explained that the City has received the request from the Lassen High School Football Boosters to allow the sale of alcoholic beverage concessions at their annual fundraising tournament. The concessions will be provided under the license provided by Gino Surian, owner of the T&A Lounge, and the Department of Alcoholic Beverage Control requires a letter of authorization from the City as part of the application process.

Motion by Councilmember Stafford, second by Councilmember Schuster, to allow the sale of alcoholic beverages for the event; motion carried unanimously. Ayes: Stafford, Schuster, Wilson, Franco and Garnier.

9D Consider request for a facility use fee waiver and to allow the sale of alcoholic beverages concessions at the Diamond Mountain Golf Course Club House on September 9, 2017 for the Lassen College Athletic Golf Tournament Mr. Hancock explained that the Lassen College Foundation is hosting a golf tournament to generate funding for the Lassen College Foundation's scholarship fund and for the Athletic Boosters. The tournament, scheduled for September 9, 2017, will include the sale of alcoholic beverages. Due to the short time frame, staff tentatively authorized the sale as part of the application process. In addition to ratifying the request, the College is also requesting a fee waiver of \$87.50 for utilization of the Diamond Mountain Golf Course.

Motion by Councilmember Wilson, second by Councilmember Stafford, to approve the sale of alcoholic beverages and a waiver of the \$87.50 facility use fee; motion carried unanimously. Ayes: Wilson, Stafford, Schuster, Franco and Garnier.

Mayor Garnier recused herself from consideration of Item 9E due to ownership of property on Wood Duck Court, and exited the Council Chambers.

9E Consider approval of Resolution No. 17-5414 accepting the offer of dedication of Wood Duck Court Mr. Hancock explained that the City received a request from Mr. Al Robbins to transfer the private access right of way, utility infrastructure and future maintenance responsibilities at Wood Duck Court to the City. The City Council has considered and reviewed the terms of the agreement, which was drafted and provided to Mr. Robbins for his review and comment. The documents were signed and received by the City. The roadway and infrastructure is well maintained and in good condition, and the one recommendation would be that Mayor pro tem Franco be authorized to sign the documents on behalf of the City in lieu of Mayor Garnier.

There were no questions or comments.

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve Resolution No. 17-5414 and authorize Mayor pro tem Franco to sign the related documents; motion carried. Ayes: Stafford, Wilson, Schuster and Franco. Abstain: Garnier.

Mayor Garnier returned to the Council Chambers and assumed her seat at the dais.

9F Consider approval of Resolution No. 17-5415 executing Proposition 1 IRWM Disadvantaged Community Involvement Program Agreement with the California Rural Water Association (CRWA) Mr. Hancock explained that several local agencies that have authority over water in the region, along with the City, formed the Lahontan Basins Water Management Group. The City serves as the lead agency and

provides staffing services for the group. Through the new Prop 1 bond measure, the State has made funding available for smaller agencies and districts whose applications for Prop 84 funding did not rate high or were not competitive. This was due to a variety of reasons, including being unable to document that they were a disadvantaged community, did not have the expertise to conduct CEQA or other required environmental requirements, or the funding to put together plans or deliver shovel ready projects. Lahontan Basins partnered with the California Rural Water Association, and an application was put together on behalf of 7 regions. Funding was received in the amount of \$2.45 million dollars, and of that amount \$322,590 is specifically for the Lahontan Basins. This is money that will be available to conduct workshops, mapping, income surveys, assist with engineering and environmental studies to create shovel ready projects that will be more competitive. The City will work with other agencies including the Susanville Indian Rancheria, Lassen Irrigation Company, Honey Lake Valley RCD, and many others through this process. The grant funding will funnel through the City, as the sub-recipient, and there is a general administration component of the funding. The agreement for review by City Council is between the City as sub-recipient and the California Rural Water Authority, who has a separate agreement with the State Department of Water Resources. Once the agreement is approved, the City will be working with the Inter Regional Water Management Group to develop a scope of work, identifying who will be providing which services, and those types of items.

Mayor pro tem Franco asked what types of projects would be funded, and who makes that determination.

Mr. Hancock responded that the funding at this point is to conduct community outreach, planning, engineering, prepare project cost estimates, conduct income surveys, and many other functions.

Mayor pro tem Franco asked how the projects would be prioritized or identified as being eligible for funding.

Mr. Hancock explained that the process would be facilitated by the IRWM, and that the City appointee to the group is Dan Newton. The board members have all been provided with a list of project applications from last year and the ranking sheet to identify where they were less competitive. The applications will be reviewed to determine what might have made the project a stronger candidate for funding. The board will look at the types of projects, and the impact that they might have on the entire region. Mr. Hancock gave an example of a project submitted by Lassen Irrigation Company which was to provide for lining of a diversion canal that travels from Johnstonville to Leavitt Lake. The project ranks high on the list due to the amount of water that is lost through the process, but a barrier for the project was that they were not considered a disadvantaged community and as such, would have to provide a twenty-five percent project match. By utilizing funding to complete income surveys and mapping to include the Leavitt Lake area to designate the area as a disadvantaged community would have provided for a stronger application. Mr. Hancock explained that there are other projects in the North County area where there are water systems serving only two or three users and they do not have the financial mechanism to conduct studies, or take water samples, and they do not have a backup water source. For those projects, funding to conduct a feasibility study for consolidation would be a tremendous help. There are an unlimited number of things that people could apply for, but the board will primarily be focusing on applications that have already been received but were not funded, and what steps can be taken to make them more competitive.

Mayor Garnier asked what the timeline is for expending the grant funds.

Mr. Hancock responded that he estimated it would be approximately 18 months.

Mr. Newton added that the State anticipates making another call for projects in the Spring 2018 funding cycle, and it would be advantageous to have work completed for projects to be ready for that announcement.

Mayor pro tem Franco asked who would be providing the required services, and if there was a list available.

Mr. Hancock responded that some of the resources were provided in the application, and it would include regional government agencies and directly contracting with firms to provide project specific analysis. Administrative costs normally average between 12 to 18 percent, so that has already proven to be a benefit for the City's budget to provide IRWM with management services, and it also gives the City an advantage of being aware of funding opportunities and it makes the region very competitive to obtain as much funding as possible.

Mayor pro tem Franco asked if the City has the staffing capacity to handle the additional workload.

Mr. Hancock responded that it is an ongoing discussion that will have to occur, since it is going to be an extra workload. The recommendation would be that the City continue to provide that resource to the IRWM group, and the City is one of the few agencies with financial capacity to operate on a reimbursement basis.

There were no more questions or comments.

Motion by Mayor pro tem Franco, second by Councilmember Stafford, to approve Resolution No. 17-5415; motion carried unanimously. Ayes: Franco, Stafford, Wilson, Schuster and Garnier.

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

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

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

13A Public Works Department Update

Mr. Newton reviewed the accomplishments, key projects in progress, and ongoing responsibilities of the various divisions of the Public Works department, including Administration/Engineering, Streets, Water/Geothermal and Natural Gas. Mr. Newton described the on-call rotation process which improves the efficiency and responsiveness of the department by providing a higher level of expertise available for after-hours emergency service and provides a larger number of employees available to participate in the rotation. The Department conducted a water audit which is a required report that is submitted to the State. Water is tracked coming into the system at the production source and for all customers to track usage and gauge efficiencies regarding how much water is leaking out of the system.

Mr. Newton reviewed the street projects, noting that there were several which were being wrapped up, and staff is working on another large project coming up which involves Weatherlow, Mill, Lassen Street, a portion of Alexander Street between Burger King and Main, and Paiute. The department is attempting to complete as much work as possible, with consideration to the high cost of installing Americans with Disabilities Act (ADA) compliance.

Mayor pro tem Franco asked about an oil seal that was being applied to a few streets.

Mr. Newton replied that there were a few streets completed by one particular contractor, and the streets were not looking as they should. The City utilizes a firm to conduct material testing and there was some advice given regarding the streets, which included an oil seal, however the City will still have a hard time accepting the asphalt in those certain portions of the project. Mr. Newton discussed the ongoing duties of the Streets Division, which is always very busy, and these include vegetation control, sweeping, alley maintenance, curb painting, clearing the roadway after accidents, clearing floodways and pothole repair.

Mayor Garnier pointed out that there was a large hole at the corner of Main Street and Rob's Way that was reappearing, most likely due to the heavy traffic in that area.

Mr. Newton explained that the Water/Geothermal Division had been busy this summer with a high number of leaks and service calls. He discussed Service calls, meter installations and pending installation contracts for the natural gas division, in addition to annual reporting requirements and leak surveys. The department is also staying ahead of paving projects by stubbing out the service connections in order to avoid having to cut into new asphalt.

Mayor Garnier thanked Mr. Newton for the report.

13B Riverside Park Project Update

Mr. Hancock explained that the City received funding in the amount of \$450,000 through the Community Development Block Grant (CDBG) for the Riverside Park Project. Staff has been working on the preliminary design phase of the project. The design will be used as the basis for the preparation of engineered plans and specifications utilized to put the project out to bid. The proposed design must be submitted to the State prior to the preparation of the plans and specifications, and staff is requesting City Council feedback prior to submitting the updated layout to the State. Mr. Hancock reviewed the project features as depicted in the project rendering, which included ADA improvements, creation of angled parking, new curb/gutter/sidewalk improvements, the addition of a bike lane, the creation of a central group gathering area, and a relocation of play equipment to improve visibility for parents whose children are playing on the tot equipment. Mr. Hancock mentioned that a concern had been raised regarding the current Peggy's Playground equipment, and it was not being removed from the park, just moved back to allow for improved safety and supervision purposes. The existing mounded feature creates visibility problems, where a child can be out of sight and near the street, so the concept is to bring everything closer to the middle of the park, and away from the street. Mr. Hancock invited questions and comments from the City Council.

Mayor pro tem Franco asked if the existing restroom was being removed.

Mr. Hancock responded that the original plan called for the restroom building to be replaced, however it was damaged during the storms which came through the area in February, and repairs had to be completed at that time. Now the proposal is to expand the existing facility.

Mayor Garnier asked if there were any improvements planned for the South Side of the park along Monrovia. She also noted that the proposed zipline feature seems out of place when all of the traditional slides had been removed from the parks around town due to safety concerns.

Mr. Hancock explained that the project scope had been narrowed in the application phase to provide for \$450,000 in improvements, the majority of which have been utilized to install the ADA improvements to the

north side of the park. The long term vision for the park was to propose the relocation of the baseball diamond to the Southeast corner of the park. This would free up enough space to allow the soccer field to exist without slightly overlapping the dirt infield. The proposed zipline and adventure area is a feature that was proposed to be included at a future point in time, however it is not included in the existing budget. Regarding the traditional metal slides, communities have been encouraged to phase them out due to law suits related to falls, and the slides which are currently utilized in parks have features designed for child safety.

Councilmember Schuster stated that she has been visiting Riverside Park since 1962, and asked who created the proposed design, and noted that the large existing shade trees do not appear to be included in the design. She asked if the trees would be kept, adding that they are very important to the character and history of the park.

Mr. Hancock responded that the design was developed based upon feedback received from the community and Council, and was completed by Melton Design Group. The design could accommodate some of the trees, but the recommendation is to remove some as well, due to the safety issue of trees that are reaching the end of their lifespan. The species develop center rot as they age, are prone to weak limbs, and they pose a safety issue. The removal could be phased, with the planting of species that are more appropriate for long-term use in parks.

Mayor pro tem Franco added that the trees are not great trees, as both elm and cottonwood trees are prone to rot.

Councilmember Schuster asked if all of the grass was being removed around the front areas and replaced with a dirt or gravel surface.

Mr. Hancock explained that one of the reasons the City's application scored so high was the installation of improvements that are compliant with the Americans for Disabilities (ADA) Act. The high traffic areas were proposed to be converted to a higher compaction material in order to accommodate those ADA features. There is a product that is a mixture of decomposed granite and resin which results in a natural-looking pathway that is a firmer surface with less dust than a natural decomposed granite path.

Mayor pro tem Franco asked if the project includes the relocation of the baseball diamond.

Mr. Hancock responded that it would be proposed as a future phase of the project, but it is not in the current budget.

Councilmember Schuster asked if the proposed monument sign had been designed, and suggested including a reference to the Fruit Growers neighborhood.

Mr. Hancock replied that a mock-up of the sign has not been prepared, adding that one requirement of the CDBG program is to display signage that indicates the park improvements were completed utilizing Community Development Block Grant funding and that a reference to the Fruit Growers neighborhood could be considered.

Mayor Garnier commented that the installation of the sign would be a good project for the Rotary Club.

Councilmember Schuster asked what types of community outreach efforts were conducted as part of the project.

Mr. Hancock explained that the project was opened up to the community for feedback at public hearings, with a basic park layout provided, and the feedback received was largely positive, with people excited about the park receiving a facelift.

Councilmember Schuster stated that she visits the park regularly with her grandson, and since she has a strong attachment to the park, she contacted five mothers and asked for their feedback regarding the proposed design. She stated that the feedback she received from them was a common concern by what appeared to be a lot of dirt, they were concerned about the shade trees that are at the park, and that it looks too much like what is already available at the Bizz Johnson Trail. The park is the prettiest feature in the neighborhood, it is a lot of green space, and losing that would be a loss since there is not a lot of green in the area.

Councilmember Stafford suggested reducing the ADA features to pathways, and not an entire removal of the existing turf.

Mr. Hancock explained that at this stage, there is still a lot of flexibility with park design. The consultants deal primarily with the conversion of existing park spaces to more eco-friendly landscapes that focus on drought tolerant landscaping and features which they see as a benefit to communities who are dealing with water restriction issues. If the direction is to leave more of the design as a grass area, that is a simple design modification. The design can be reconfigured to leave as many of the existing trees as possible, identify those that pose the most immediate safety issues, and phase in the planting of new trees that are a larger size, and a more appropriate species that will be there for many years to come.

Councilmember Stafford remarked that he was not a big fan of the central gathering area that features a fire pit, and asked if it was too late to replace that feature with a splash pad.

Mr. Hancock responded that it could be incorporated in with a future phase, as funding becomes available, but it is not in the budget to install with the current project.

Mayor pro tem Franco commented that the park does need an upgrade. He has attended a lot of barbecues and agency events through work at the park, and it is run down, and a bit shabby. The barbecue areas are not currently handicapped accessible, and it is a pleasant atmosphere but really does show its age. The City has received a lot of funding to make some major improvements, and he also would support replacing the center barbecue feature with a splash pad, as funding becomes available.

Mr. Hancock reviewed the comments and suggestions received so far as follows:

- Remove center barbecue pit and designate as a future splash park
- Retain as much of the existing turf as possible
- Replace some of the native planter areas under trees and leave those as grass
- Have further discussion regarding the transition plan with the mature trees.

Mayor Garnier asked if the gateway to SPI is going to be upgraded.

Mr. Hancock explained that the existing fencing, while not ideal, would remain in place.

Councilmember Wilson remarked that he is thrilled to have \$450,000 to spend on upgrading a City park. At a time when grant funding is scarce, staff should be commended for securing nearly one-half million dollars to fund park improvements. If it were for the construction of a brand-new park, it would not be a problem, but there are a number of people in the community who have a personal attachment to the existing park. Removing the trees will be a similar situation as when the middle school removed old and dying trees to make way for a larger, improved parking lot; it was extremely upsetting for many people in the community. He encouraged the design revisions to focus on retaining as many of the existing trees as possible.

Mr. Hancock requested direction on the items discussed, and moved on to the next topic by explaining that there is a the State's requirement for agencies to utilize all Program Income (PI) funding that is on hand, prior to drawing down any grant funds. The program income is generated by the repayment of prior grant-funded loans that the City has made, and currently there is approximately \$350,000 in PI on hand. The City anticipated funding first-time homebuyer assistance projects with the PI, and will be doing another advertising push to expend the money, however if the interest remains limited then we will need to use the additional dollars for the park.

Councilmember Wilson asked if the Program Income could be spent to expand the park project.

Mr. Hancock explained that features could be added within the existing scope of the project.

There was a general discussion regarding the availability and demand for the first time homebuyer program funded by program income, and the requirements for spending PI on hand prior to drawing down funds awarded through the grant. The Council discussed options for allocating any remaining Program Income to fund additional features in the Riverside Park Project after another push for First Time Homebuyer Loans.

Mr. Hancock summarized the City Council priorities for the park design:

- Installation of splash pad feature
- Upgraded Fencing along east side of the park
- Relocation of baseball diamond
- Create parking on Limoneria

13C Community Crime Reduction Initiatives Mr. Hancock explained that recent public comments and discussions before City Council have focused on the reduction of crime in the community. Direction has been given by Council to begin the facilitation of a panel discussion with local leaders and subject matter experts to improve safety and security in the community. The process will include the solicitation of comments, questions, and concerns from the community to be addressed during a public forum setting. An invitation letter will be sent to identify tentative dates, and questions will be prepared and submitted for discussion.

Mayor pro tem Franco commented that Crossroads was not on the list of recipients of the letter, and suggested that they should be included in the discussions.

Mr. Hancock indicated that the second phase of the process would definitely include Crossroads as well as other community service groups, such as Lassen Family Services, to address a component of the problem, which is what people can do to obtain help. The first phase is geared more towards having solid information from subject matter experts that can be developed into a public frequently asked questions and answers. The panel would include representatives from the District Attorney's Office, the Lassen County Sheriff's Office, the Public Defender's Office, the Courts, and those type of people who will be able to weigh in on

the various topics of discussion. Mr. Hancock added that the City Council would be kept updated as the date for that panel discussion is finalized.

Sam Williams, Lassen County Times, asked if the Council could comment on the details of the mutual separation agreement with Mr. Hancock that was announced at the August 16th meeting.

Ms. Ryan stated that the terms of the agreement specify that Mr. Hancock’s final day as City Administrator is October 11, 2017. Mr. Hancock will receive a cash payment of \$125,000 which represents full and final payment for all wage and benefit obligations that the City owes, in addition to accrued vacation, including a severance payment that is outlined in his employment contract. Mr. Hancock waives all rights to unemployment benefits, and during his remaining time as City Administrator he may provide up to 12 hours per week of independent consulting services to entities other than the City of Susanville, and as the City Attorney, Ms. Ryan indicated that she would be providing a determination as to whether or not said consulting would post a conflict of interest between those services and his responsibilities at the City. The City and Mr. Hancock will enter into a post-consulting agreement so that if the City is in need of any consulting services after October 11, then he will be available to provide those services and he would be working as an independent contractor under the terms of that agreement.

14 COUNCIL ITEMS:

14A AB1234 travel reports:

15 ADJOURNMENT:

At 9:29 p.m. Mayor Garnier called for a five minute recess prior to reconvening in Closed Session.

At 9:34 p.m. the City Council reconvened in Closed Session.

Meeting adjourned at 11:37 p.m. Direction was given to staff in closed session, but there was no reportable action taken.

Respectfully submitted by

Kathie Garnier, Mayor

Gwenna MacDonald, City Clerk

Approved on: _____

SUSANVILLE CITY COUNCIL
Special Meeting Minutes
September 8, 2017 – 10:00 a.m.

Meeting was called to order at 10:06 a.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 and Gwenna MacDonald, City Clerk.

1 APPROVAL OF THE AGENDA:

Motion by Councilmember Stafford, second by Councilmember Wilson, to approve the agenda as submitted; motion carried unanimously. Ayes: Stafford, Wilson, Franco, Schuster and Garnier.

2 PUBLIC COMMENT: No comments.

3 CLOSED SESSION: At 10:07 a.m. City Council recessed to Closed Session to discuss the following:
A PUBLIC EMPLOYMENT – pursuant to Government Code §54957: City Administrator –
 Consider draft of job recruitment flyer and consider draft language for job description

4 ADJOURNMENT:

The City Council reconvened in open session and it was announced that there was no reportable action taken.

Meeting adjourned at 12:49 p.m.

Respectfully submitted by

Gwenna MacDonald, City Clerk

Kathie Garnier, Mayor

Approved on: _____

Reviewed by: City Administrator
 City Attorney

 X Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Deborah Savage, Finance Manager

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated August 26, 2017 through September 22, 2017 numbered 101273 through 101450.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 833,726.59 plus \$ 254,865.10 in payroll warrants, for a total of \$ 1,088,591.69.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/17	08/31/2017	101284	9062		REFUND WATER DEPOSIT	10424700021	1	7110-2228-000	DEPOSITS-CUSTOMER	54.66	54.66
Total 10424700021:											
08/17	08/31/2017	101285	9066	ALERT-ALL CORP	PRINTING & BINDING-FD	217080171	1	1000-422-10-45	PRINTING AND BINDING	405.41	405.41
Total 217080171:											
08/17	08/31/2017	101286	9060		REFUND GAS DEPOSIT	10124550116	1	7401-2228-000	DEPOSITS-CUSTOMER	194.09	194.09
Total 10124550116:											
08/17	08/31/2017	101287	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635508229	1	7620-430-10-44	LINEN SERVICE	23.86	23.86
Total 635508229:											
08/17	08/31/2017	101287	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635508230	1	7401-430-62-44	LINEN SERVICES	51.84	51.84
Total 635508230:											
08/17	08/31/2017	101287	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635508231	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 635508231:											
08/17	08/31/2017	101287	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635508232	1	7110-430-42-44	LINEN SERVICE	28.27	28.27
Total 635508232:											
08/17	08/31/2017	101288	927	BAXTER AUTO PARTS IN	SUPPLIES-FD	320186597	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	2.55	2.55
Total 320186597:											
08/17	08/31/2017	101288	927	BAXTER AUTO PARTS IN	PARTS #73-GAS	320187046	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	15.59	15.59

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 320187046:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES-POOL	385122	1	1000-452-23-46	SUPPLIES GENERAL	15.59	15.59
Total 385122:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES - GAS	392342	1	7401-430-62-46	SUPPLIES-GENERAL	8.68	8.68
Total 392342:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES- FD	392485	1	1000-422-10-46	SUPPLIES-GENERAL	22.70	22.70
Total 392485:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES- FD	392600	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	22.70	22.70
Total 392600:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES- FD	392864	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	29.01	29.01
Total 392864:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES- FD	392882	1	1000-422-10-47	MACHINERY AND EQUIPMENT	7.33	7.33
Total 392882:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	392898	1	2007-431-20-46	SUPPLIES-GENERAL	3.86	3.86
Total 392898:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES-GAS	392947	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	26.98	26.98
Total 392947:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	PARTS #345- STREETS	393040	1	2007-431-20-46	SUPPLIES-GENERAL	9.64	9.64
Total 393040:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES- WATER	393076	1	7110-430-42-46	SUPPLIES-GENERAL	50.17	50.17
Total 393076:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES-PW	393089	1	7620-430-10-46	SUPPLIES-GENERAL	17.91	17.91
Total 393089:											
08/17	08/31/2017	101289	76	BILLINGTON ACE HARD	SUPPLIES-STREET	393377	1	2007-431-20-46	SUPPLIES-GENERAL	17.91	17.91
Total 393377:											
08/17	08/31/2017	101290	1358	CLASSIC GOLF CAR INC.	SUPPLIES-GC	2472	1	7530-451-55-44	REPAIR AND MAINT - MISC	58.85	58.85
Total 2472:											
08/17	08/31/2017	101291	152	COUSO TECHNOLOGY &	WEBSITE MAINT	542665	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 542665:											
08/17	08/31/2017	101292	1260	DIRECTV INC	CABLE-GC	32152505793	1	7530-451-52-45	COMMUNICATIONS	182.96	182.96
Total 32152505793:											
08/17	08/31/2017	101293	1565	DIRTY JOE'S CAR WASH	CAR WASH-PW	13220 080217	1	7620-430-11-44	VEHICLE REPAIR & MAINTENA	6.00	6.00
08/17	08/31/2017	101293	1565	DIRTY JOE'S CAR WASH	CAR WASH-PW	13220 080217	2	7620-430-10-44	REPAIR AND MAINTENANCE-V	6.00	6.00
Total 13220 080217:											
08/17	08/31/2017	101294	198	DITCH WITCH EQUIPMEN	SUPPLIES- GAS	228269	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	190.23	190.23
Total 228269:											
08/17	08/31/2017	101294	198	DITCH WITCH EQUIPMEN	SUPPLIES- GAS	228270	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	270.35	270.35
Total 228270:											
08/17	08/31/2017	101295	9046	DOG TREE YARD MAINT	ABATEMENT RIVERSIDE/RICH	081517.	1	1000-452-20-43	TECHNICAL SVCS	320.00	320.00

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 081517:											
08/17	08/31/2017	101295	9046	DOG TREE YARD MAINT	ABATEMENT 136 S FAIRFILED	082517	1	1000-425-20-43	TECHNICAL SVCS	175.00	175.00
08/17	08/31/2017	101295	9046	DOG TREE YARD MAINT	ABATEMENT 1615 FIFTH STRE	082517	2	1000-425-20-43	TECHNICAL SVCS	225.00	225.00
Total 082517:											
08/17	08/31/2017	101296	219	ED STAUB & SONS PETR	200.20 GAL DIESEL-GC	S22515	1	7530-451-52-46	GASOLINE	505.31	505.31
Total S22515:											
08/17	08/31/2017	101296	219	ED STAUB & SONS PETR	100 GAL GAS-GC	S22516	1	7530-451-52-46	GASOLINE	280.19	280.19
Total S22516:											
08/17	08/31/2017	101297	1484	EDGES ELECTRICAL GR	LIGHT BULBS #621-FD	S4139150.001	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	64.11	64.11
Total S4139150.001:											
08/17	08/31/2017	101298	238	FASTENAL COMPANY	SUPPLIES- FD	76063	1	1000-422-10-46	SUPPLIES-GENERAL	3.41	3.41
Total 76063:											
08/17	08/31/2017	101299	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	775789A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 775789A:											
08/17	08/31/2017	101299	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	775791A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 775791A:											
08/17	08/31/2017	101299	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	775813A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 775813A:											
08/17	08/31/2017	101299	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	776472A	1	7110-430-42-43	TECHNICAL SVCS	133.00	133.00

Check Issue Dates: 8/31/2017 - 8/31/2017

Aug 31, 2017 02:32PM

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 776472A:											
08/17	08/31/2017	101300	265	FRONTIER	257-1056 PW SHOP	1056 082017	1	7620-430-10-45	COMMUNICATIONS	49.22	49.22
Total 1056 082017:											
08/17	08/31/2017	101300	265	FRONTIER	257-1057 FAX-PW	1057 082017	1	7620-430-10-45	COMMUNICATIONS	143.05	143.05
Total 1057 082017:											
08/17	08/31/2017	101300	265	FRONTIER	257-5152 FIRE	5152 081017	1	1000-422-10-45	COMMUNICATIONS	504.42	504.42
Total 5152 081017:											
08/17	08/31/2017	101300	265	FRONTIER	257-7236 NAT GAS	7236 082017	1	7620-430-10-45	COMMUNICATIONS	201.11	201.11
Total 7236 082017:											
08/17	08/31/2017	101300	265	FRONTIER	257-7237 NAT GAS	7237 082017	1	7620-430-10-45	COMMUNICATIONS	57.12	57.12
Total 7237 082017:											
08/17	08/31/2017	101301	313	HI-TECH EMERGENCY	REPAIR KIT-FD	158076	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	167.48	167.48
Total 158076:											
08/17	08/31/2017	101302	1556	INTERSTATE SALES/T-M	SUPPLIES- STREET	16266	1	2007-431-20-46	SUPPLIES-GENERAL	62.10	62.10
Total 16266:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097190	1	1000-452-23-46	SUPPLIES GENERAL	3,867.83	3,867.83
Total S097190:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097190-02	1	1000-452-23-46	SUPPLIES GENERAL	42.19	42.19
Total S097190-02:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097718	1	1000-452-23-46	SUPPLIES GENERAL	79.85	79.85
Total S097718:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097766	1	1000-452-23-46	SUPPLIES GENERAL	185.49	185.49
Total S097766:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097771	1	1000-452-23-46	SUPPLIES GENERAL	605.32-	605.32-
Total S097771:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097791	1	1000-452-23-46	SUPPLIES GENERAL	51.29	51.29
Total S097791:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S097847	1	1000-452-23-46	SUPPLIES GENERAL	17.75	17.75
Total S097847:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S098181	1	1000-452-23-46	SUPPLIES GENERAL	430.05	430.05
Total S098181:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S098238	1	1000-452-23-46	SUPPLIES GENERAL	77.83	77.83
Total S098238:											
08/17	08/31/2017	101303	335	J.W. WOOD CO INC	SUPPLIES-POOL	S098389	1	1000-452-23-46	SUPPLIES GENERAL	153.16-	153.16-
Total S098389:											
08/17	08/31/2017	101304	362	KAUFFMAN, BILL	CUSTODIAL SVCS	753119	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 753119:											
08/17	08/31/2017	101304	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	753120	1	7620-430-10-44	CUSTODIAL	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 753120:											
08/17	08/31/2017	101305	1399	KIRACK CONSTRUCTION	ENGINEER DEPOSIT-14-231	082317	1	1000-2228-008	Deposits Pay-Comm. Develop.	1,000.00	1,000.00
Total 082317:											
08/17	08/31/2017	101306	411	LASSEN MOTOR PARTS	SUPPLIES-FD	285913	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	59.37	59.37
Total 285913:											
08/17	08/31/2017	101306	411	LASSEN MOTOR PARTS	SUPPLIES-FD	28661	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	12.34	12.34
Total 28661:											
08/17	08/31/2017	101306	411	LASSEN MOTOR PARTS	PARTS #345-STREETS	286801	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	11.35	11.35
Total 286801:											
08/17	08/31/2017	101306	411	LASSEN MOTOR PARTS	SUPPLIES-STREETS	286997	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	80.04	80.04
Total 286997:											
08/17	08/31/2017	101307	437	LMUD	AIRPORT VASILIGHTS	10108 082217	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 10108 082217:											
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 082217	1	7530-451-52-46	ELECTRICITY	2,079.24	2,079.24
Total 122907 082217:											
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE PUMP STATION	122910 082217	1	7530-451-52-46	ELECTRICITY	1,298.55	1,298.55
Total 122910 082217:											
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE IRR PUMP/6TH	122929 082217	1	7530-451-52-46	ELECTRICITY	996.06	996.06
Total 122929 082217:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE PUMP HOUSE	132052 082217	1	7530-451-52-46	ELECTRICITY	20.58	20.58
Total 132052 082217:											
08/17	08/31/2017	101307	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 082217	1	7530-451-52-46	ELECTRICITY	717.39	717.39
Total 144281 082217:											
08/17	08/31/2017	101307	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 082217	1	1000-452-20-46	ELECTRICITY	33.77	33.77
Total 3522 082217:											
08/17	08/31/2017	101307	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 082217	1	2007-431-60-46	ELECTRICITY	113.18	113.18
Total 3651 082217:											
08/17	08/31/2017	101307	437	LMUD	MAIN & ALEXANDER SIGNALS-	49496 082217	1	2007-431-60-46	ELECTRICITY	120.39	120.39
Total 49496 082217:											
08/17	08/31/2017	101307	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 082217	1	2007-431-60-46	ELECTRICITY	112.20	112.20
Total 49497 082217:											
08/17	08/31/2017	101307	437	LMUD	MAIN & JOHNSTNVLE SIGNALS	49498 082217	1	2007-431-60-46	ELECTRICITY	138.98	138.98
Total 49498 082217:											
08/17	08/31/2017	101307	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 082217	1	2007-431-60-46	ELECTRICITY	218.53	218.53
Total 49499 082217:											
08/17	08/31/2017	101307	437	LMUD	AIRPORT LOT 5	51908 082217	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 51908 082217:											
08/17	08/31/2017	101307	437	LMUD	AIRPORT HANGER 6	54333 082217	1	7201-430-81-46	ELECTRICITY	20.00	20.00

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 54333 082217:											
08/17	08/31/2017	101307	437	LMUD	925 SIERRA RD SPORTS CTR	60453 082217	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 60453 082217:											
08/17	08/31/2017	101307	437	LMUD	AIRPORT OFFICE	7146 082217	1	7201-430-81-46	ELECTRICITY	423.62	423.62
Total 7146 082217:											
08/17	08/31/2017	101307	437	LMUD	AIRPORT GAS PUMP	7154 082217	1	7201-430-81-46	ELECTRICITY	29.02	29.02
Total 7154 082217:											
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE CLUB HOUSE	7394 082217	1	7530-451-52-46	ELECTRICITY	72.49	72.49
Total 7394 082217:											
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE CART BARN 2	7400 082217	1	7530-451-52-46	ELECTRICITY	46.30	46.30
Total 7400 082217:											
08/17	08/31/2017	101307	437	LMUD	WELL 1-WATER	7714 082217	1	7110-430-42-46	ELECTRICITY	31.62	31.62
Total 7714 082217:											
08/17	08/31/2017	101307	437	LMUD	1801 MAIN ST	8314 082217	1	1000-421-10-46	ELECTRICITY	1,536.83	1,536.83
Total 8314 082217:											
08/17	08/31/2017	101307	437	LMUD	GOLF COURSE BARN 1 & 3	9312 082217	1	7530-451-52-46	ELECTRICITY	20.15	20.15
Total 9312 082217:											
08/17	08/31/2017	101308	445		RETIREE HEALTH REIMBURSE	083017	1	7610-2239-007	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 083017:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/17	08/31/2017	101309	9061		REFUND GAS DEPOSIT	10424250027	1	7401-2228-000	DEPOSITS-CUSTOMER	191.29	191.29
Total 10424250027:											
08/17	08/31/2017	101310	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES-PD	2014	1	1000-421-10-44	CUSTODIAL	360.00	360.00
Total 2014:											
08/17	08/31/2017	101311	9063		REFUND GAS DEPOSIT	10436100001	1	7401-2228-000	DEPOSITS-CUSTOMER	96.39	96.39
Total 10436100001:											
08/17	08/31/2017	101312	9065	PETROW, ANDREW	PROFESSIONAL SERVICES HA	2	1	1000-422-21-43	PROFESSIONAL SERVICES	20,647.92	20,647.92
Total 2:											
08/17	08/31/2017	101312	9065	PETROW, ANDREW	PROFESSIONAL SERVICES HA	2	1	1001-2228-010	DEPOSIT-HAZARD MITIGATION	1,877.08	1,877.08
Total 2:											
08/17	08/31/2017	101313	1562	R.E.Y ENGINEERS INC	GATEWAY PROJECT ENGINEE	16493	1	2007-431-39-43	PROFESSIONAL SERVICES	16,247.18	16,247.18
Total 16493:											
08/17	08/31/2017	101314	9056		REFUND PARK FEES	082217	1	1000-452-20-36	RENT-CITY PARKS	59.00	59.00
Total 082217:											
08/17	08/31/2017	101315	1076	SIERRA COFFEE AND BE	BOTTLED WATER	48382	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 48382:											
08/17	08/31/2017	101316	9064		REIM UNIFORM ALLOWANCE	082917	1	1000-421-10-42	DEFERRED COMPENSATION	800.00	800.00
Total 082917:											
08/17	08/31/2017	101317	1382	SONSRAY MACHINERY L	PARTS #345-STREETS	P11545-07	1	2007-431-20-44	REPAIR AND MAINTENANCE-V	123.68	123.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total P11545-07:											
08/17	08/31/2017	101318	686	SUSANVILLE TRUCK & A	REPAIRS & MAINT. #E622-FD	594287	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	106.25	106.25
Total 594287:											
08/17	08/31/2017	101319	713		RETIREE HEALTH REIMBURSE	083017	1	7610-2239-007	EARLY RETIREMENT INCENTIV	930.00	930.00
Total 083017:											
08/17	08/31/2017	101320	728	U S POSTMASTER	UB BILLING GAS	083117	1	7401-430-62-46	POSTAGE	271.29	271.29
08/17	08/31/2017	101320	728	U S POSTMASTER	UB BILLING WATER	083117	2	7110-430-42-46	POSTAGE	526.61	526.61
Total 083117:											
08/17	08/31/2017	101321	730	ULTIMATE CAR WASH	CAR WASH-PD	805155	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	81.60	81.60
Total 805155:											
08/17	08/31/2017	101322	1499	VAA-TEX	SUPPLIES-GAS	112151	1	7401-430-62-46	SUPPLIES-GENERAL	607.11	607.11
Total 112151:											
08/17	08/31/2017	101323	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE	9790167300	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9790167300:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES-FD	67108454	1	1000-422-10-44	HYDRANTS - REPAIR & MAINTEN	422.18	422.18
Total 67108454:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67128761	1	7401-430-62-46	SUPPLIES-GENERAL	36.20	36.20
Total 67128761:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67129011	1	7110-430-42-46	SUPPLIES-GENERAL	463.95	463.95

CITY OF SUSANVILLE

Check Register - Payments by Vendor

Check Issue Dates: 8/31/2017 - 8/31/2017

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 67129011:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67130344	1	7401-430-62-46	SUPPLIES-GENERAL	463.95	463.95
Total 67130344:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67135398	1	7110-430-42-46	SUPPLIES-GENERAL	5.58	5.58
Total 67135398:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67139391	1	7110-430-42-46	SUPPLIES-GENERAL	211.54	211.54
Total 67139391:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67139559	1	7401-430-62-46	SUPPLIES-GENERAL	9.65	9.65
Total 67139559:											
08/17	08/31/2017	101324	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67140112	1	7401-430-62-46	SUPPLIES-GENERAL	105.28	105.28
Total 67140112:											
08/17	08/31/2017	101325	9058		RETURN CLUBHOUSE FEE	082317	1	1000-452-20-36	RENT-COMMUNITY CENTER	175.00	175.00
08/17	08/31/2017	101325	9058		RETURN CLUBHOUSE DEPOSI	082317	2	1000-452-20-36	RENT-COMMUNITY CENTER	100.00	100.00
Total 082317:											
08/17	08/31/2017	101326	9059		REFUND GAS DEPOSIT	10526860025	1	7401-2228-000	DEPOSITS-CUSTOMER	183.74	183.74
Total 10526860025:											
Grand Totals:										65,245.66	65,245.66

Report Criteria:

Report type: GL detail

Check Voided = False

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/07/2017	101327	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	000635196845	1	7620-430-10-44	LINEN SERVICE	136.91	136.91
Total 000635196845:											
09/17	09/07/2017	101327	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES - PW	635522625	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 635522625:											
09/17	09/07/2017	101327	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	635522626	1	7401-430-62-44	LINEN SERVICES	51.84	51.84
Total 635522626:											
09/17	09/07/2017	101327	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	635522627	1	2007-431-20-44	LINEN SERVICE	50.26	50.26
Total 635522627:											
09/17	09/07/2017	101327	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	635522628	1	7110-430-42-44	LINEN SERVICE	28.27	28.27
Total 635522628:											
09/17	09/07/2017	101328	1411	BADAWI & ASSOCIATES	FY 2017 AUDIT	1428	1	1000-417-10-43	PROFESSIONAL SVCS	10,660.50	10,660.50
09/17	09/07/2017	101328	1411	BADAWI & ASSOCIATES	FY 2017 AUDIT	1428	2	7620-430-11-43	PROFESSIONAL SERVICES	927.00	927.00
Total 1428:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	389915	1	1003-452-20-46	SUPPLIES GENERAL	222.35	222.35
Total 389915:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390003	1	1003-452-20-46	SUPPLIES GENERAL	26.23	26.23
Total 390003:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390103	1	1003-452-20-46	SUPPLIES GENERAL	35.50	35.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 390103:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390496	1	1003-452-20-46	SUPPLIES GENERAL	166.98	166.98
Total 390496:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390574	1	1003-452-20-46	SUPPLIES GENERAL	40.82	40.82
Total 390574:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390575	1	1003-452-20-46	SUPPLIES GENERAL	4.82	4.82
Total 390575:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390660	1	1003-452-20-46	SUPPLIES GENERAL	96.50	96.50
Total 390660:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	390760	1	1003-452-20-46	SUPPLIES GENERAL	91.47	91.47
Total 390760:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- L.L FLOOD	391695	1	1003-452-20-46	SUPPLIES GENERAL	39.04	39.04
Total 391695:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- MEMORIAL PARK F	392299	1	1003-452-20-46	SUPPLIES GENERAL	74.85	74.85
Total 392299:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES - GAS	393062	1	7401-430-62-46	SUPPLIES-GENERAL	22.03	22.03
Total 393062:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES - GAS	393102	1	7401-430-62-46	SUPPLIES-GENERAL	9.61	9.61
Total 393102:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- FD	393189	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	7.50	7.50
Total 393189:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	393432	1	2007-431-20-46	SUPPLIES-GENERAL	15.42	15.42
Total 393432:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES - GAS	393511	1	7401-430-62-46	SUPPLIES-GENERAL	8.42	8.42
Total 393511:											
09/17	09/07/2017	101329	76	BILLINGTON ACE HARD	SUPPLIES- FD	393798	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	44.38	44.38
Total 393798:											
09/17	09/07/2017	101330	115	CASELLE INC.	SUPPORT AND MAINTENANCE	82827	1	1000-417-10-43	TECHNICAL SVCS	1,258.00	1,258.00
Total 82827:											
09/17	09/07/2017	101331	148	COMPUTER LOGISTICS	MONTHLY SERVICES 25 HOUR	70261	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 70261:											
09/17	09/07/2017	101331	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUSA 300	70270	1	1000-417-10-43	TECHNICAL SVCS	50.00	50.00
Total 70270:											
09/17	09/07/2017	101331	148	COMPUTER LOGISTICS	EMAIL HOSTING	70287	1	1000-417-10-43	TECHNICAL SVCS	233.20	233.20
09/17	09/07/2017	101331	148	COMPUTER LOGISTICS	EMAIL HOSTING-FD	70287	2	1000-422-10-43	TECHNICAL SVCS	61.90	61.90
09/17	09/07/2017	101331	148	COMPUTER LOGISTICS	EMAIL HOSTING-PD	70287	3	1000-421-10-43	TECHNICAL SVCS	79.20	79.20
09/17	09/07/2017	101331	148	COMPUTER LOGISTICS	EMAIL HOSTING-PW	70287	4	7620-430-10-43	TECHNICAL SVCS	182.90	182.90
Total 70287:											
09/17	09/07/2017	101332	173	DATCO SERVICES	SUBSTANCE TEST	32905715	1	1000-416-10-43	TECHNICAL SVCS	312.00	312.00
Total 32905715:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/07/2017	101333	1484	EDGES ELECTRICAL GR	REPAIRS-L.L. FLOOD	S4118946.001	1	1003-452-20-44	REPAIR AND MAINTENANCE MI	11.48	11.48
Total S4118946.001:											
09/17	09/07/2017	101334	238	FASTENAL COMPANY	SUPPLIES-L.L.FLOOD	75738	1	1003-452-20-46	SUPPLIES GENERAL	211.97	211.97
Total 75738:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD MAINT. WOR	01348161	1	1000-416-10-45	ADVERTISING	48.25	48.25
Total 01348161:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD MAINT. WOR	01349893	1	1000-416-10-45	ADVERTISING	48.25	48.25
Total 01349893:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD ACCOUNT T	1346239	1	1000-416-10-45	ADVERTISING	45.25	45.25
Total 1346239:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD FIREFIGHTE	1348176	1	1000-416-10-45	ADVERTISING	240.80	240.80
Total 1348176:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD FIREFIGHTE	1348699	1	1000-416-10-45	ADVERTISING	240.80	240.80
Total 1348699:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD GAS TECH II	1353418	1	1000-416-10-45	ADVERTISING	103.20	103.20
Total 1353418:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	EMPLOYMENT AD PAID INTER	13545418	1	1000-416-10-45	ADVERTISING	95.55	95.55
Total 13545418:											
09/17	09/07/2017	101335	241	FEATHER PUBLISHING C	URBAN WATER MANAGEMENT	595	1	7110-430-42-45	ADVERTISING	55.00	55.00

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 595:											
09/17	09/07/2017	101336	1033	FGL ENVIRONMENTAL	WEEKLY ANALYSIS	774129A	1	7112-430-42-43	TECHNICAL SERVICES	55.00	55.00
Total 774129A:											
09/17	09/07/2017	101336	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	776829A	1	7110-430-42-43	TECHNICAL SVCS	28.00	28.00
Total 776829A:											
09/17	09/07/2017	101337	257	FOREST OFFICE EQUIP	PAPER-PW	11411	1	7620-430-10-46	SUPPLIES-GENERAL	70.77	70.77
Total 11411:											
09/17	09/07/2017	101337	257	FOREST OFFICE EQUIP	CARDSTOCK-PW	801	1	7620-430-10-46	SUPPLIES-GENERAL	201.59	201.59
Total 801:											
09/17	09/07/2017	101337	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	CC9272	1	7401-430-62-43	TECHNICAL SVCS	42.00	42.00
09/17	09/07/2017	101337	257	FOREST OFFICE EQUIP	MAINT.CONTRACT FOLD MACH	CC9272	2	7110-430-42-43	TECHNICAL SVCS	42.00	42.00
Total CC9272:											
09/17	09/07/2017	101337	257	FOREST OFFICE EQUIP	KYOCERA COPIER -PW	CC9273	1	7620-430-10-43	TECHNICAL SVCS	84.00	84.00
Total CC9273:											
09/17	09/07/2017	101338	280	GRANITE CONSTRUCTIO	COLD MIX-GAS	1178944	1	7401-430-62-46	SUPPLIES-GENERAL	1,212.67	1,212.67
09/17	09/07/2017	101338	280	GRANITE CONSTRUCTIO	COLD MIX-STREETS	1178944	2	2007-431-20-46	SUPPLIES-GENERAL	1,212.67	1,212.67
09/17	09/07/2017	101338	280	GRANITE CONSTRUCTIO	COLD MIX-WATER	1178944	3	7110-430-42-46	SUPPLIES-GENERAL	1,212.67	1,212.67
Total 1178944:											
09/17	09/07/2017	101339	6661		TR EX SACRAMENTO 9/13-9/15	090517	1	1000-413-20-45	TRAVEL	88.50	88.50
Total 090517:											
09/17	09/07/2017	101340	1504	JESSICA RYAN	PROFESSIONAL SERVICES 8/1-	081517	1	1000-412-10-43	PROFESSIONAL SVCS	4,200.00	4,200.00

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 081517:											
09/17	09/07/2017	101341	9068		TREX SACRAMENTO 9/13-9/15	090417	1	1000-411-10-45	TRAVEL	4,200.00	4,200.00
Total 090417:											
09/17	09/07/2017	101342	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	286769	1	7401-430-62-46	SUPPLIES-GENERAL	147.47	147.47
Total 286769:											
09/17	09/07/2017	101342	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	286620	1	7401-430-62-46	SUPPLIES-GENERAL	9.12	9.12
Total 286620:											
09/17	09/07/2017	101342	411	LASSEN MOTOR PARTS	AIR FITTING- GC	287297	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	8.01	8.01
Total 287297:											
09/17	09/07/2017	101343	412	LASSEN REGIONAL SOLI	DUMP FEES-MEMORIAL PARK	41082	1	1003-452-20-46	SUPPLIES GENERAL	18.36	18.36
Total 41082:											
09/17	09/07/2017	101344	432	LEXIS NEXIS	CONTRACT 8/17	309112659	1	1000-421-10-48	DUES AND MEMBERSHIPS	155.00	155.00
Total 309112659:											
09/17	09/07/2017	101345	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 082817	1	1000-452-20-46	ELECTRICITY	8.44	8.44
Total 1744 082817:											
09/17	09/07/2017	101345	437	LMUD	RIVERSIDE PARK	1999 082817	1	1000-452-20-46	ELECTRICITY	33.09	33.09
Total 1999 082817:											
09/17	09/07/2017	101345	437	LMUD	1505 MAIN ST	2876 082217	1	1000-422-10-46	ELECTRICITY	589.54	589.54
Total 2876 082217:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/07/2017	101345	437	LMUD	RIVERSIDE PARK LIGHT	9501 082817	1	1000-452-20-46	ELECTRICITY	99.77	99.77
Total 9501 082817:											
09/17	09/07/2017	101346	452	MARTIN SECURITY SYST	470-895 CIRCLE DR SECURITY	034696	1	7530-451-50-43	TECHNICAL SVCS	40.00	40.00
Total 034696:											
09/17	09/07/2017	101346	452	MARTIN SECURITY SYST	60 N LASSEN SECURITY	034851	1	1000-417-10-43	TECHNICAL SVCS	146.00	146.00
Total 034851:											
09/17	09/07/2017	101346	452	MARTIN SECURITY SYST	720 SOUTH ST SECURITY- PW	34686	1	7620-430-10-43	TECHNICAL SVCS	40.00	40.00
Total 34686:											
09/17	09/07/2017	101347	5115	MILES PLUMBING	REPAIRS-FD	540	1	1000-422-10-43	TECHNICAL SVCS	95.00	95.00
Total 540:											
09/17	09/07/2017	101348	516	NFPA	SUBSCRIPTION 1YR	3149747	1	1000-422-10-48	DUES AND MEMBERSHIPS	175.00	175.00
Total 3149747:											
09/17	09/07/2017	101348	516	NFPA	SUBSCRIPTION 1YR	3194644	1	1000-422-10-48	DUES AND MEMBERSHIPS	175.00	175.00
Total 3194644:											
09/17	09/07/2017	101349	546	PAYLESS BUILDING SUP	SUPPLIES- MEMORIAL PARK F	2490069	1	1003-452-20-46	SUPPLIES GENERAL	563.78	563.78
Total 2490069:											
09/17	09/07/2017	101349	546	PAYLESS BUILDING SUP	SUPPLIES- MEMORIAL PARK F	2490096	1	1003-452-20-46	SUPPLIES GENERAL	121.71	121.71
Total 2490096:											
09/17	09/07/2017	101350	582	RAY MORGAN CO INC	FIRE COPIER 9/26/17-10/25/17	1721641	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	32.09	32.09

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 1721641:											
09/17	09/07/2017	101351	1368	SCHMIDT EQUIP. REPAI	REPAIR & MAINT-GAS	2881	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	32.09	32.09
Total 2881:											
09/17	09/07/2017	101351	1368	SCHMIDT EQUIP. REPAI	REPAIR & MAINT-GAS	2936	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	75.00	75.00
Total 2936:											
09/17	09/07/2017	101352	1379	SENSIT TECHNOLOGIES	SUPPLIES-GAS	0245029	1	7401-430-62-46	SUPPLIES-SMALL TOOLS	2,474.83	2,474.83
Total 0245029:											
09/17	09/07/2017	101353	638	SIERRA CHEMICAL COM	CHLORINE CONTAINER DEPOS	10051348	1	7110-430-42-46	SUPPLIES-GENERAL	389.11	389.11
Total 10051348:											
09/17	09/07/2017	101354	1270	SILVER STATE BARRICA	PALLETS-STREETS	94653	1	2007-431-20-46	SUPPLIES-GENERAL	400.20	400.20
Total 94653:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- L.L. FLOOD	33433	1	1003-452-20-46	SUPPLIES GENERAL	862.27	862.27
Total 33433:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- L.L. FLOOD	33456	1	1003-452-20-46	SUPPLIES GENERAL	22.49	22.49
Total 33456:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	33695	1	1003-452-20-46	SUPPLIES GENERAL	592.35	592.35
Total 33695:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	33758	1	1003-452-20-46	SUPPLIES GENERAL	168.79	168.79
Total 33758:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	33759	1	1003-452-20-46	SUPPLIES GENERAL	23.56	23.56
Total 33759:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	33869	1	1003-452-20-46	SUPPLIES GENERAL	983.48	983.48
Total 33869:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	33939	1	1003-452-20-46	SUPPLIES GENERAL	65.00	65.00
Total 33939:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	34048	1	1003-452-20-46	SUPPLIES GENERAL	65.47	65.47
Total 34048:											
09/17	09/07/2017	101355	1265	SUSANVILLE PAINT CEN	SUPPLIES- MEMORIAL PARK F	34101	1	1003-452-20-46	SUPPLIES GENERAL	17.29	17.29
Total 34101:											
09/17	09/07/2017	101356	677	SUSANVILLE SANITARY	66 N LASSEN	1276 090117	1	1000-417-10-44	SEWER	104.00	104.00
Total 1276 090117:											
09/17	09/07/2017	101356	677	SUSANVILLE SANITARY	65 N WEATHERLOW - ROOPS F	1449 090117	1	1000-452-20-44	SEWER	104.00	104.00
Total 1449 090117:											
09/17	09/07/2017	101356	677	SUSANVILLE SANITARY	1850 RIVER ST	3667 090117	1	1000-452-20-44	SEWER	52.00	52.00
Total 3667 090117:											
09/17	09/07/2017	101356	677	SUSANVILLE SANITARY	1600 RIVERSIDE DR	3668 090117	1	1000-452-20-44	SEWER	52.00	52.00
Total 3668 090117:											
09/17	09/07/2017	101356	677	SUSANVILLE SANITARY	1200 NORTH ST	3669 090117	1	1000-452-20-44	SEWER	52.00	52.00

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 3669 090117:											
09/17	09/07/2017	101357	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1715	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1715:											
09/17	09/07/2017	101358	9067		REFUND GAS DEPOSIT	10520220019	1	7401-2228-000	DEPOSITS-CUSTOMER	58.30	58.30
Total 10520220019:											
09/17	09/07/2017	101359	770	WESTERN NEVADA SUP	SUPPLIES - GAS	67126781	1	7401-430-62-46	SUPPLIES-GENERAL	953.88	953.88
Total 67126781:											
09/17	09/07/2017	101359	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67143887	1	7401-430-62-46	SUPPLIES-GENERAL	953.88	953.88
Total 67143887:											
09/17	09/07/2017	101360	7162		TR EX SACRAMENTO 9/13-9/15	090617	1	1000-411-10-45	TRAVEL	323.94	323.94
Total 090617:											
09/17	09/07/2017	101361	1378	ZITO MEDIA	CABLE-FD	356225062 090117	1	1000-422-10-45	COMMUNICATIONS	39.49	39.49
Total 356225062 090117:											
Grand Totals:										36,554.10	36,554.10

Report Criteria:

Report type: GL detail

Check Voided = False

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-PD	1352 082517	1	1000-421-10-46	SUPPLIES-GENERAL	19.98	19.98
Total 1352 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-PD	1885 082517	1	1000-421-10-46	SUPPLIES-GENERAL	11.73	11.73
Total 1885 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	POSTAGE-PD	2754 082517	1	1000-421-10-46	POSTAGE	50.37	50.37
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-PD	2754 082517	2	1000-421-10-46	SUPPLIES-GENERAL	102.89	102.89
09/17	09/18/2017	101385	884	BANK OF AMERICA	FUEL-PD	2754 082517	3	1000-421-10-46	GASOLINE	13.20	13.20
09/17	09/18/2017	101385	884	BANK OF AMERICA	LOCKSMITH-PD	2754 082517	4	1000-421-10-43	PROFESSIONAL SVCS	60.00	60.00
09/17	09/18/2017	101385	884	BANK OF AMERICA	INVEST. SUPPLIES-PD	2754 082517	5	1000-421-10-45	LOCKSMITHING SERVICES	109.40	109.40
09/17	09/18/2017	101385	884	BANK OF AMERICA	PRINTING & BINDING-PD	2754 082517	6	1000-421-10-45	PRINTING AND BINDING	496.45	496.45
09/17	09/18/2017	101385	884	BANK OF AMERICA	SAFETY SUPPLIES-PD	2754 082517	7	1000-421-10-46	SUPPLIES-SAFETY ITEMS	160.86	160.86
Total 2754 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	TR EX	3110 082517	1	1000-421-10-45	TRAINING	808.70	808.70
Total 3110 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-POOL	4028 082517	1	1000-452-23-46	SUPPLIES GENERAL	757.93	757.93
09/17	09/18/2017	101385	884	BANK OF AMERICA	CITY HALL PHONES	4028 082517	2	1000-417-10-45	COMMUNICATIONS	543.33	543.33
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-POOL	4028 082517	3	1000-452-23-46	SUPPLIES GENERAL	17.66	17.66
Total 4028 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES	4093 082517	1	1000-417-10-46	SUPPLIES-GENERAL	109.60	109.60
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES	4093 082517	2	1000-411-10-46	SUPPLIES-GENERAL	6.59	6.59
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-POOL	4093 082517	3	1000-452-23-46	SUPPLIES GENERAL	80.90	80.90
Total 4093 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES	40930	1	1000-411-10-46	SUPPLIES-GENERAL	197.09	197.09
Total 40930:											

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 40930:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-STREETS	4342 082517	1	2007-431-20-46	SUPPLIES-GENERAL	35.37	35.37
Total 4342 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	WEB BUILDER-AP	5203 082517	1	7620-430-11-48	DUES AND MEMBERSHIPS	22.95	22.95
Total 5203 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	5211 082517	1	7620-430-10-47	SOFTWARE	319.99	319.99
09/17	09/18/2017	101385	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	5211 082517	2	7620-430-10-47	SOFTWARE	2.00	2.00
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-PW	5211 082517	3	7620-430-10-46	SUPPLIES-GENERAL	114.97	114.97
09/17	09/18/2017	101385	884	BANK OF AMERICA	POSTAGE-PW	5211 082517	4	7620-430-11-46	POSTAGE	6.59	6.59
09/17	09/18/2017	101385	884	BANK OF AMERICA	POSTAGE-WATER	5211 082517	5	7110-430-42-46	POSTAGE	12.15	12.15
09/17	09/18/2017	101385	884	BANK OF AMERICA	DUES & MEMBERSHIP-PW	5211 082517	6	7620-430-10-48	DUES AND MEMBERSHIPS	74.89	74.89
09/17	09/18/2017	101385	884	BANK OF AMERICA	ADVERTISING-GAS	5211 082517	7	7401-430-62-45	ADVERTISING	7.00	7.00
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-GAS	5211 082517	8	7401-430-62-46	SUPPLIES-GENERAL	24.92	24.92
Total 5211 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-WATER	5442 082517	1	7110-430-42-46	SUPPLIES-GENERAL	72.57	72.57
09/17	09/18/2017	101385	884	BANK OF AMERICA	REPAIR & MAINT-WATER	5442 082517	2	7301-430-52-44	REPAIR AND MAINTENANCE-MI	673.00	673.00
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-WATER	5442 082517	3	7110-430-42-47	MACHINERY AND EQUIPMENT	42.64	42.64
Total 5442 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	TR EX	6625 082517	1	7401-430-62-45	TRAVEL	617.90	617.90
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-PW	6625 082517	2	7620-430-10-46	SUPPLIES-GENERAL	14.31	14.31
09/17	09/18/2017	101385	884	BANK OF AMERICA	FUEL-PW	6625 082517	3	7620-430-10-46	GASOLINE	52.60	52.60
09/17	09/18/2017	101385	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	6625 082517	4	7620-430-10-46	GASOLINE	495.00	495.00
09/17	09/18/2017	101385	884	BANK OF AMERICA	SOFTWARE SUPPORT-PW	6625 082517	5	7620-430-10-46	GASOLINE	19.03	19.03
Total 6625 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-GAS	7575 082517	1	7401-430-62-46	SUPPLIES-GENERAL	1,160.78	1,160.78
										226.34	226.34

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 7575 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-FD	7979 082517	1	1000-422-10-46	SUPPLIES-GENERAL	226.34	226.34
09/17	09/18/2017	101385	884	BANK OF AMERICA	REPAIR & MAINT-FD	7979 082517	2	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	390.70	390.70
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-FD VOLUNTEERS	7979 082517	3	1000-422-10-43	VOLUNTEERS	674.23	674.23
09/17	09/18/2017	101385	884	BANK OF AMERICA	FUEL-FD	7979 082517	4	1000-422-10-46	GASOLINE	225.60	225.60
09/17	09/18/2017	101385	884	BANK OF AMERICA	FUEL-FD	7979 082517	5	1000-422-10-46	GASOLINE	614.30	614.30
Total 7979 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	SPECIAL OPS-PD	8955 082517	1	1000-421-10-48	SPECIAL OPERATIONS	1,860.81	1,860.81
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-PD	8955 082517	2	1000-421-10-46	SUPPLIES-GENERAL	231.98	231.98
Total 8955 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	REPAIR & MAINT-GC	9430 082517	1	7530-451-56-44	REPAIR & MAINTENANCE MISC	322.84	322.84
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-GC	9430 082517	2	7530-451-56-46	SUPPLIES - GENERAL	133.21	133.21
09/17	09/18/2017	101385	884	BANK OF AMERICA	SUPPLIES-GC	9430 082517	3	7530-451-52-46	SUPPLIES-GENERAL	370.12	370.12
Total 9430 082517:											
09/17	09/18/2017	101385	884	BANK OF AMERICA	VEHICLE MAINT-PD	9536 082517	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	511.05	511.05
Total 9536 082517:											
09/17	09/18/2017	101384	728	U S POSTMASTER	UB BILLING GAS	091817	1	7401-430-62-46	POSTAGE	14.46	14.46
09/17	09/18/2017	101384	728	U S POSTMASTER	UB BILLING WATER	091817	2	7110-430-42-46	POSTAGE	14.46	14.46
Total 091817:											
Grand Totals:											
										1,170.50	1,170.50
										9,985.82	9,985.82

Report Criteria:

Report type: GL detail
Check.Voided = False

Report Criteria:

Report type: GL detail

Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
09/17	09/18/2017	101384	728	U S POSTMASTER	UB BILLING GAS	091817	1	7401-430-62-46	POSTAGE	397.97	397.97	
09/17	09/18/2017	101384	728	U S POSTMASTER	UB BILLING WATER	091817	2	7110-430-42-46	POSTAGE	772.53	772.53	
Total 091817:											1,170.50	1,170.50
Grand Totals:											1,170.50	1,170.50

Report Criteria:

Report type: GL detail
Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101386	2	A-1 CHEMICAL INC	CUSTODIAL SUPPLIES-PARKS	296681	1	1000-452-20-46	SUPPLIES-JANITORIAL	739.68	739.68
Total 296681:											
09/17	09/21/2017	101387	1208	ADVANCED COMFORT C	FACILITY REPAIRS-PD	70817094234	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	1,037.18	1,037.18
Total 70817094234:											
09/17	09/21/2017	101388	1070	AT&T MOBILITY	WIRELESS PHONES POLICE	287277908661X0828201	1	1000-421-10-45	COMMUNICATIONS	281.09	281.09
Total 287277908661X0828201:											
09/17	09/21/2017	101388	1070	AT&T MOBILITY	WIRELESS PHONES POLICE	835956037X09012017	1	1000-421-10-45	COMMUNICATIONS	112.03	112.03
Total 835956037X09012017:											
09/17	09/21/2017	101389	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	392990	1	1000-452-20-46	SUPPLIES-GENERAL	60.79	60.79
Total 392990:											
09/17	09/21/2017	101389	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	393431	1	1000-452-20-46	SUPPLIES-GENERAL	22.36	22.36
Total 393431:											
09/17	09/21/2017	101389	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	393523	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	19.39	19.39
Total 393523:											
09/17	09/21/2017	101389	76	BILLINGTON ACE HARD	SUPPLIES- FD	393998	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	4.71	4.71
Total 393998:											
09/17	09/21/2017	101390	8923	BLACH DISTRIBUTING LL	SUPPLIES- GC	91031342	1	7530-451-55-46	SUPPLIES - GENERAL	154.20	154.20

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 91031342:											
09/17	09/21/2017	101391	9079		WOODSTOVE REBATE	090617	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 090617:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - 600 MAI	PLC600MAINST 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLC600MAINST 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - B OF A	PLCBOFA 090117	1	2007-431-20-44	DISPOSAL	19.51	19.51
Total PLCBOFA 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - BUEHL	PLCBUEHLER 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCBUEHLER 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - DIAMO	PLCDIAMONDMTN 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCDIAMONDMTN 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - ELKS L	PLCELKSLODGE 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCELKSLODGE 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - FROST	PLCFROSTMILL 090117	1	2007-431-20-44	DISPOSAL	19.51	19.51
Total PLCFROSTMILL 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - GROCE	PLCGROCERYOUT 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCGROCERYOUT 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HAIR H	PLCHAIRHUNTER 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCHAIRHUNTER 090117:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - HOTEL	PLCHOTELLSN1 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCHOTELLSN1 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - KNOCH	PLCKNOCHBUILD 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCKNOCHBUILD 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LITTLE I	PLCLITTLEITAL 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCLITTLEITAL 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - LV CHA	PLCLVCHARTR 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCLVCHARTR 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - MT LAS	PLCMLASSEN 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCMLASSEN 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - PANCE	PLCPANCERPL 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCPANCERPL 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRAJWLR 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSIERRAJWLR 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SIERRA	PLCSIERRATHR 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSIERRATHR 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - SVILLE	PLCSVILLEREAL 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCSVILLEREAL 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - UPTOW	PLCUPTOWNPARK 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total PLCUPTOWNPARK 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - U S PO	PLCUSPOSTAL 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCUSPOSTAL 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - VETS M	PLCVETSMEMOR 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCVETSMEMOR 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	PUBLIC LITTER CANS - WALMA	PLCWALMARTBUS 090117	1	2007-431-20-44	DISPOSAL	38.88	38.88
Total PLCWALMARTBUS 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	110 NORTH ST	SVL110NORTH 090117	1	1000-452-20-44	DISPOSAL	241.17	241.17
Total SVL110NORTH 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	925 SIERRA ST-PW	SVL15 090117	1	7620-430-10-44	DISPOSAL	164.88	164.88
Total SVL15 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	66 N LASSEN ST	SVL2 090117	1	1000-417-10-44	DISPOSAL	164.88	164.88
Total SVL2 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	470-895 CIRCLE DR	SVL470895CIR 090117	1	7530-451-52-44	DISPOSAL	198.44	198.44
Total SVL470895CIR 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	95 N WEATHERLOW ST	SVL5 090117	1	1000-452-20-44	DISPOSAL	198.44	198.44
Total SVL5 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	1801 MAIN ST-PD	SVL7 090117	1	1000-421-10-44	DISPOSAL	99.23	99.23
Total SVL7 090117:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	720 SOUTH ST SHOP-PW	SVL8 090117	1	7620-430-10-44	DISPOSAL	164.88	164.88
Total SVL8 090117:											
09/17	09/21/2017	101392	1307	C&S WASTE SOLUTIONS	1505 MAIN ST	SVLFD 090117	1	1000-422-10-44	DISPOSAL	164.88	164.88
Total SVLFD 090117:											
09/17	09/21/2017	101393	9088	CALIFORNIA DEPT. OF H	K. SHEPARD WRITING TECHN	092717	1	7620-430-10-45	TRAVEL	290.00	290.00
Total 092717:											
09/17	09/21/2017	101394	115	CASELLE INC.	SUPPORT AND MAINTENANCE	82827	1	1000-417-10-43	TECHNICAL SVCS	10,064.00	10,064.00
Total 82827:											
09/17	09/21/2017	101394	115	CASELLE INC.	SUPPORT AND MAINTENANCE	82827	1	1000-417-10-43	TECHNICAL SVCS	5,326.00	5,326.00
Total 82827:											
09/17	09/21/2017	101395	116	CASHMAN EQUIPMENT	REF# INPS02595306	S088521	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	5.14	5.14
Total S088521:											
09/17	09/21/2017	101396	1354	CENTRAL JANITOR'S SU	JANITORIAL SUPPLIES-FD	822227	1	1000-422-10-46	SUPPLIES-JANITORIAL	598.12	598.12
Total 822227:											
09/17	09/21/2017	101396	1354	CENTRAL JANITOR'S SU	JANITORIAL SUPPLIES-FD	822242	1	1000-422-10-46	SUPPLIES-JANITORIAL	3.32	3.32
Total 822242:											
09/17	09/21/2017	101397	8661	CROSBY, NAOMI	CITY COUNCIL PHOTOGRAPHS	060117	1	1000-411-40-46	SUPPLIES-GENERAL	91.16	91.16
Total 060117:											
09/17	09/21/2017	101398	173	DATCO SERVICES	SUBSTANCE TEST	33735859	1	1000-416-10-43	TECHNICAL SVCS	52.00	52.00

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 33735859:											
09/17	09/21/2017	101399	184	DEPARTMENT OF JUSTI	FINGERPRINTS - APPS	254133	1	1000-416-10-45	FINGERPRINTING SERVICES	52.00	52.00
Total 254133:											
09/17	09/21/2017	101400	7293	DIG IT CONSTRUCTION	STIP SC PROJECT #15-03	090717	1	2007-431-30-44	CONSTRUCTION SERVICES	31,474.73	31,474.73
09/17	09/21/2017	101400	7293	DIG IT CONSTRUCTION	STIP SC PROJECT #15-03	090717	2	2007-431-30-44	CONSTRUCTION SERVICES	131,038.78	131,038.78
Total 090717:											
09/17	09/21/2017	101400	7293	DIG IT CONSTRUCTION	STIP SC PROJEVT #15-03	090717	1	2007-431-30-44	CONSTRUCTION SERVICES	8,098.56	8,098.56
Total 090717.:											
09/17	09/21/2017	101401	7293	DIG IT CONSTRUCTION	RETENTION RELEASE STIP PR	091817	1	2007-2206-000	RETAINAGE PAYABLE	33,800.90	33,800.90
09/17	09/21/2017	101401	7293	DIG IT CONSTRUCTION	RETENTION RELEASE STIP PR	091817	2	2007-2206-000	RETAINAGE PAYABLE	29,821.90	29,821.90
Total 091817:											
09/17	09/21/2017	101402	7293	DIG IT CONSTRUCTION	STIP PROJECT SC1 #15-04	090717	1	2007-431-31-44	CONSTRUCTION SERVICES	143,486.11	143,486.11
Total 090717.:											
09/17	09/21/2017	101402	7293	DIG IT CONSTRUCTION	STIP PROJECT SC-1 #15-04	090717	1	2007-431-31-44	CONSTRUCTION SERVICES	15,830.99	15,830.99
Total 090717.:											
09/17	09/21/2017	101403	219	ED STAUB & SONS PETR	4500 UNLEADED/3000 DIESEL	1396248	1	1000-1410-001	INVENTORIES-GASOLINE	10,659.42	10,659.42
Total 1396248:											
09/17	09/21/2017	101404	238	FASTENAL COMPANY	SUPPLIES-STREETS	76301	1	2007-431-20-46	SUPPLIES-GENERAL	20.30	20.30
Total 76301:											
09/17	09/21/2017	101405	241	FEATHER PUBLISHING C	LETTER HEAD- PW	#437	1	7620-430-10-46	SUPPLIES-GENERAL	250.48	250.48

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 #437:											
09/17	09/21/2017	101405	241	FEATHER PUBLISHING C	PAPER-FD	#695	1	1000-422-10-45	PRINTING AND BINDING	250.48	250.48
Total #695:											
09/17	09/21/2017	101405	241	FEATHER PUBLISHING C	PAPER-FD	695	1	1000-425-20-45	PRINTING AND BINDING	59.75	59.75
Total 695:											
09/17	09/21/2017	101405	241	FEATHER PUBLISHING C	USE PERMIT HEARING-BUILDIN	7809	1	1000-419-10-45	ADVERTISING	44.10	44.10
Total 7809:											
09/17	09/21/2017	101406	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING JO	775787A	1	7112-430-42-43	TECHNICAL SERVICES	265.00	265.00
Total 775787A:											
09/17	09/21/2017	101406	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	776805A	1	7110-430-42-43	TECHNICAL SVCS	85.00	85.00
Total 776805A:											
09/17	09/21/2017	101406	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	776806A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 776806A:											
09/17	09/21/2017	101406	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	776807A	1	7110-430-42-43	TECHNICAL SVCS	24.00	24.00
Total 776807A:											
09/17	09/21/2017	101406	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING G	776827A	1	7530-451-50-43	TECHNICAL SVCS	28.00	28.00
Total 776827A:											
09/17	09/21/2017	101406	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING	776830A	1	7110-430-42-43	TECHNICAL SVCS	105.00	105.00
Total 776830A:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101407	265	FRONTIER	257-1033 PARKS	1033 090517	1	1000-452-20-45	COMMUNICATIONS	231.07	231.07
Total 1033 090517:											
09/17	09/21/2017	101407	265	FRONTIER	257-1041 ADMIN-PW	1041 090517	1	7620-430-10-45	COMMUNICATIONS	231.07	231.07
Total 1041 090517:											
09/17	09/21/2017	101407	265	FRONTIER	257-1051 P/W ADMIN	1051 090517	1	7620-430-10-45	COMMUNICATIONS	298.52	298.52
Total 1051 090517:											
09/17	09/21/2017	101407	265	FRONTIER	257-2520 GOLF COURSE	2520 090117	1	7530-451-52-45	COMMUNICATIONS	39.98	39.98
Total 2520 090117:											
09/17	09/21/2017	101407	265	FRONTIER	257-2960 HVAC/ELEVATOR LIN	2960 090517	1	1000-417-10-45	COMMUNICATIONS	316.01	316.01
Total 2960 090517:											
09/17	09/21/2017	101407	265	FRONTIER	257-3292 MUSEUM	3292 091017	1	1000-451-80-45	COMMUNICATION	66.32	66.32
Total 3292 091017:											
09/17	09/21/2017	101407	265	FRONTIER	257-7098 NATURAL GAS	7098 090117	1	7401-430-62-45	COMMUNICATIONS	116.46	116.46
Total 7098 090117:											
09/17	09/21/2017	101408	9072	GIBBONS, BRYON	BACKFLOW TEST- WATER	923201	1	7110-430-42-43	TECHNICAL SVCS	81.98	81.98
Total 923201:											
09/17	09/21/2017	101408	9072	GIBBONS, BRYON	REPAIRS-WATER	923204	1	7110-430-42-43	TECHNICAL SVCS	520.00	520.00
Total 923204:											
09/17	09/21/2017	101409	9071		WOODSTOVE REBATE	090117	1	8404-430-12-48	GRANTS	890.00	890.00
										1,500.00	1,500.00

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 090117:											
09/17	09/21/2017	101410	9083		RETURN DEPOSIT EP 17-20	091317	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	1,500.00	1,500.00
Total 091317:											
09/17	09/21/2017	101411	1148	GREATAMERICA FINANC	COPIER LEASE 9/17-PW	21206995	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	433.77	433.77
Total 21206995:											
09/17	09/21/2017	101412	288		REIMBURSE HEALTH INS	090817	1	7610-2239-006	RETIREE SICK LEAVE BANK PA	72.93	72.93
Total 090817:											
09/17	09/21/2017	101413	9086		WOODSTOVE REBATE	091217	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 091217:											
09/17	09/21/2017	101414	9029	HONEY LAKE VALLEY RE	CREDIT CARD SALES	092117	1	1000-2228-005	DEPOSITS PAYABLE - HLVRA	729.08	729.08
Total 092117:											
09/17	09/21/2017	101415	1073	IMPACT CONSTRUCTION	RETURN CONST. WATER DEPO	091817	1	7110-2228-004	DEPOSITS-CONTRSR. METER/H	1,000.00	1,000.00
09/17	09/21/2017	101415	1073	IMPACT CONSTRUCTION	WATER USAGE	091817	2	9999-1001-002	CASH CLEARING - ACCTS REC	667.21	667.21
Total 091817:											
09/17	09/21/2017	101416	1362	IRON MOUNTAIN INFO. M	SHREDDING-PD	PDF0747	1	1000-421-10-43	PROFESSIONAL SVCS	332.79	332.79
Total PDF0747:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S093331	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	58.54	58.54
Total S093331:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S094437	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	166.13	166.13
Total S094437:											
										34.20	34.20

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 S094437:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S099015	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	485.61	485.61
Total S099015:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S099437	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	34.20	34.20
Total S099437:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES- PD	S099768	1	1000-421-10-44	FACILITY - REPAIR & MAINTEN	36.12	36.12
Total S099768:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES-PARKS	S099992	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	131.10	131.10
Total S099992:											
09/17	09/21/2017	101417	335	J.W. WOOD CO INC	SUPPLIES- GC	S1000214	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	65.51	65.51
Total S1000214:											
09/17	09/21/2017	101418	9069		WOODSTOVE REBATE	090117	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 090117:											
09/17	09/21/2017	101419	1504	JESSICA RYAN	PROFESSIONAL SERVICES 8/1	083117	1	1000-412-10-43	PROFESSIONAL SVCS	1,987.50	1,987.50
Total 083117:											
09/17	09/21/2017	101419			WITHHOLD FOR LEVY	083117	1	1000-412-10-43	PROFESSIONAL SVCS	1,740.18	1,740.18
Total 083117.:											
09/17	09/21/2017	101420	1346	KENNETH KORVER M.D	EMPLOYMENT PHYSICAL	071117	1	1000-416-10-43	PROFESSIONAL SVCS	160.00	160.00
Total 071117:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101421	404		REIM CLUB HOUSE FEE	090817	1	1000-452-20-36	RENT-COMMUNITY CENTER	87.50	87.50
Total 090817:											
09/17	09/21/2017	101422	1102	LASSEN PC	TECHNICAL SUPPORT-FD	21043	1	1000-422-10-43	TECHNICAL SVCS	163.50	163.50
Total 21043:											
09/17	09/21/2017	101423	412	LASSEN REGIONAL SOLI	DUMP FEES-WATER	44636	1	7110-430-42-44	DISPOSAL	4.86	4.86
Total 44636:											
09/17	09/21/2017	101424	413	LASSEN TIRE	4 TIRE MOUNTS #8335-FD	49086	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	120.00	120.00
Total 49086:											
09/17	09/21/2017	101424	413	LASSEN TIRE	TIRE REPAIR #85-PD	61938	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	100.00	100.00
Total 61938:											
09/17	09/21/2017	101425	437	LMUD	SOUTH ST - PW OFFICE	14590 082817	1	7620-430-10-46	ELECTRICITY	455.32	455.32
Total 14590 082817:											
09/17	09/21/2017	101425	437	LMUD	66 N LASSEN ST	2466 090717	1	1000-452-20-46	ELECTRICITY	777.58	777.58
Total 2466 090717:											
09/17	09/21/2017	101425	437	LMUD	N WEATHERLOW ST TENNIS S	24661 090717	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 24661 090717:											
09/17	09/21/2017	101425	437	LMUD	CADY SPRINGS	26784 082817	1	7110-430-42-46	ELECTRICITY	29.30	29.30
Total 26784 082817:											
09/17	09/21/2017	101425	437	LMUD	65 N WEATHERLOW ST PARK	2865 090717	1	1000-452-20-46	ELECTRICITY	46.15	46.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2865 090717:											
09/17	09/21/2017	101425	437	LMUD	65 N WEATHERLOW ST MUSEU	2866 090717	1	1000-451-80-46	ELECTRICITY	46.15	46.15
Total 2866 090717:											
09/17	09/21/2017	101425	437	LMUD	65 N WEATHERLOW ST COMM	2867 090717	1	1000-452-20-46	ELECTRICITY	21.31	21.31
Total 2867 090717:											
09/17	09/21/2017	101425	437	LMUD	N WEATHERLOW ST TENNIS C	2870 090717	1	1000-452-20-46	ELECTRICITY	20.73	20.73
Total 2870 090717:											
09/17	09/21/2017	101425	437	LMUD	NORTH ST BASEBALL PARK M	2873 090717	1	1000-452-20-46	ELECTRICITY	27.85	27.85
Total 2873 090717:											
09/17	09/21/2017	101425	437	LMUD	RICHMOND RD BRIDGE	35094 082817	1	2007-431-60-46	ELECTRICITY	244.23	244.23
Total 35094 082817:											
09/17	09/21/2017	101425	437	LMUD	720 SOUTH EMULSION TANK-P	38646 082817	1	7620-430-10-46	ELECTRICITY	91.05	91.05
Total 38646 082817:											
09/17	09/21/2017	101425	437	LMUD	115 N WEATHERLOW ST MUSE	43866 090717	1	1000-452-20-46	ELECTRICITY	122.73	122.73
Total 43866 090717:											
09/17	09/21/2017	101425	437	LMUD	SPRING RIDGE BOOSTER-WAT	55754 082817	1	7110-430-42-46	ELECTRICITY	993.59	993.59
Total 55754 082817:											
09/17	09/21/2017	101425	437	LMUD	NORTH ST PARK LITES MEM FI	9283 090717	1	1000-452-20-46	ELECTRICITY	107.17	107.17
Total 9283 090717:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101425	437	LMUD	MAIN & PINE CHRISTMAS TREE	94811 090717	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 94811 090717:											
09/17	09/21/2017	101425	437	LMUD	GEOHERMAL PUMP #2	9503 082817	1	7301-430-52-46	ELECTRICITY	37.43	37.43
Total 9503 082817:											
09/17	09/21/2017	101425	437	LMUD	HOSPITAL LN-GEO	9963 082817	1	7301-430-52-46	ELECTRICITY	20.87	20.87
Total 9963 082817:											
09/17	09/21/2017	101426	9080		REFUND GAS DEPOSIT	10507200135	1	7401-2228-000	DEPOSITS-CUSTOMER	171.88	171.88
09/17	09/21/2017	101426	9080		REFUND GAS OVERPAYMENT	10507200135	2	9999-1001-001	CASH CLEARING - UTILITIES	57.07	57.07
Total 10507200135:											
09/17	09/21/2017	101427	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES 6/2017-	MCS1958	1	1000-421-10-44	CUSTODIAL	360.00	360.00
Total MCS1958:											
09/17	09/21/2017	101427	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES 7/2017-	MCS1987	1	1000-421-10-44	CUSTODIAL	450.00	450.00
Total MCS1987:											
09/17	09/21/2017	101428	1300		REIM OFFICE SUPPLIES	090617	1	1000-422-10-46	SUPPLIES-GENERAL	20.48	20.48
Total 090617:											
09/17	09/21/2017	101429	9085		WOODSTOVE REBATE	091217	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 091217:											
09/17	09/21/2017	101430	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	806214	1	7401-430-62-43	TECHNICAL SVCS	69.02	69.02
09/17	09/21/2017	101430	1228	ONLINE INFORMATION S	ONLINE UTILITY EXCHANGE R	806214	2	7110-430-42-43	TECHNICAL SVCS	69.03	69.03
Total 806214:											
09/17	09/21/2017	101431	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 17	58020 082017	1	1000-417-10-45	COMMUNICATIONS	840.00	840.00

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 56020 082017:											
09/17	09/21/2017	101432	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-8/1	1658390.	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	10.45	10.45
Total 1658390.:											
09/17	09/21/2017	101432	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-7/1	1666817.	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	58.73	58.73
Total 1666817.:											
09/17	09/21/2017	101432	582	RAY MORGAN CO INC	DOWN & UPSTAIRS COPIER-10/	1737931	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	434.50	434.50
Total 1737931:											
09/17	09/21/2017	101433	1296	RENTAL GUYS	CHIPPER-GC	635300-5	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	212.06	212.06
Total 635300-5:											
09/17	09/21/2017	101434	8673	S.T. RHOADES CONSTR	RETURN CONST. WATER DEPO	091817	1	7110-2228-004	DEPOSITS-CONTR. METER/H	1,000.00	1,000.00
09/17	09/21/2017	101434	8673	S.T. RHOADES CONSTR	WATER USAGE	091817	2	9999-1001-002	CASH CLEARING - ACCTS REC	419.29-	419.29-
Total 091817:											
09/17	09/21/2017	101435	9087		WOODSTOVE REBATE	090617	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 090617:											
09/17	09/21/2017	101436	8028		TR EX SACRAMENTO 9/27-9/29	091917	1	7620-430-10-45	TRAVEL	160.00	160.00
Total 091917:											
09/17	09/21/2017	101437	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	48291	1	7620-430-10-46	SUPPLIES-GENERAL	20.15	20.15
Total 48291:											
09/17	09/21/2017	101437	1076	SIERRA COFFEE AND BE	BOTTLED WATER	48524	1	1000-417-10-46	SUPPLIES-GENERAL	20.15	20.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 48524:											
09/17	09/21/2017	101438	9081		TR EX MERCED CA 9/24-9/29	090717	1	1000-421-10-45	TRAINING	229.50	229.50
Total 090717:											
09/17	09/21/2017	101439	9084		WOODSTOVE REBATE	091317	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 091317:											
09/17	09/21/2017	101440	677	SUSANVILLE SANITARY	606 NEVADA	1274 090117	1	1000-417-10-44	SEWER	47.00	47.00
Total 1274 090117:											
09/17	09/21/2017	101440	677	SUSANVILLE SANITARY	115 N WEATHERLOW	1448 090117	1	1000-451-80-44	SEWER	52.00	52.00
Total 1448 090117:											
09/17	09/21/2017	101440	677	SUSANVILLE SANITARY	1505 MAIN	2064 090117	1	1000-422-10-44	SEWER	52.00	52.00
Total 2064 090117:											
09/17	09/21/2017	101440	677	SUSANVILLE SANITARY	1801 MAIN	2121 090117	1	1000-421-10-44	SEWER	52.00	52.00
Total 2121 090117:											
09/17	09/21/2017	101440	677	SUSANVILLE SANITARY	720 SOUTH ST	3203 090117	1	7620-430-10-44	SEWER	52.00	52.00
Total 3203 090117:											
09/17	09/21/2017	101441	1002	SUSANVILLE VOLUNTEE	VOLUNTEER SERVICES	070117	1	1000-422-10-43	VOLUNTEERS	22,000.00	22,000.00
Total 070117:											
09/17	09/21/2017	101442	9082		RETURN DEPOSIT EP 17-22	091317	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	480.00	480.00
Total 091317:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/21/2017	101443	749	VERIZON WIRELESS	CELLULAR PHONES - AIR POLL	9791915698	1	7620-430-11-45	COMMUNICATIONS	54.10	54.10
09/17	09/21/2017	101443	749	VERIZON WIRELESS	CELLULAR PHONES - BUILDIN	9791915698	2	1000-424-20-45	COMMUNICATIONS	33.15	33.15
09/17	09/21/2017	101443	749	VERIZON WIRELESS	CELLULAR PHONES - PARKS	9791915698	3	1000-452-20-45	COMMUNICATIONS	67.00	67.00
09/17	09/21/2017	101443	749	VERIZON WIRELESS	CELLULAR PHONES - PUBLIC	9791915698	4	7620-430-10-45	COMMUNICATIONS	324.93	324.93
09/17	09/21/2017	101443	749	VERIZON WIRELESS	CELLULAR PHONES - GAS	9791915698	5	7401-430-62-45	COMMUNICATIONS	304.80	304.80
Total 9791915698:											
09/17	09/21/2017	101443	749	VERIZON WIRELESS	CELLULAR PHONES - FIRE	9791916047	1	1000-422-10-45	COMMUNICATIONS	76.02	76.02
Total 9791916047:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67131703	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	58.69	58.69
Total 67131703:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67137696	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	148.91	148.91
Total 67137696:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES - GAS	67137779	1	1000-422-10-44	HYDRANTS - REPAIR & MAINTEN	78.98	78.98
Total 67137779:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES- PARKS	67145351	1	1000-452-21-46	SUPPLIES-GENERAL	45.95	45.95
Total 67145351:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67146427	1	7110-430-42-46	SUPPLIES-GENERAL	49.24	49.24
Total 67146427:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67148363	1	7110-430-42-46	SUPPLIES-GENERAL	263.52	263.52
Total 67148363:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67148411	1	7110-430-42-46	SUPPLIES-GENERAL	49.34	49.34

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 67148411:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES - GAS	67148804	1	7401-430-62-46	SUPPLIES-GENERAL	49.34	49.34
Total 67148804:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES-FD	67149729	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	207.35	207.35
Total 67149729:											
09/17	09/21/2017	101444	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67151137	1	7110-430-42-46	SUPPLIES-GENERAL	14.91	14.91
Total 67151137:											
09/17	09/21/2017	101445	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-51900	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-51900:											
09/17	09/21/2017	101445	1198	WESTWOOD SANITATIO	PORTABLE TOILET - SKYLINE	A-51911	1	1000-452-20-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-51911:											
09/17	09/21/2017	101445	1198	WESTWOOD SANITATIO	PORTABLE TOILET-GOLF COU	A-51919	1	7530-451-52-44	RENT & LEASES EQUIP & VEHI	98.66	98.66
Total A-51919:											
09/17	09/21/2017	101446	7162		REIM GARAGE PARKING	092017	1	1000-411-10-45	TRAVEL	34.00	34.00
Total 092017:											
09/17	09/21/2017	101447	784		OVERPAYMENT AFLAC INS	091917	1	1000-417-10-48	TAXES, FEES, PERMITS & CHA	60.35	60.35
Total 091917:											
09/17	09/21/2017	101448	9070		WOODSTOVE REBATE	090117	1	8404-430-12-48	GRANTS	1,340.30	1,340.30
Total 090117:											

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount	
09/17	09/21/2017	101449	6345		REIM RECORDERS OFFICE	090817	1	1000-419-10-34	RECORDING OF LEGAL DOCU	21.95	21.95	
Total 090817:											21.95	21.95
Grand Totals:											476,231.61	476,231.61

Report Criteria:

Report type: GL detail
 Check Voided = False

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
09/17	09/25/2017		413	LASSEN TIRE	4 TIRE MOUNTS #8335-FD	49086	1	1000-422-50-44	VEHICLE - REPAIR & MAINTEN	120.00	120.00
Total 49086:											
09/17	09/25/2017		413	LASSEN TIRE	TIRE REPAIR #85-PD	61938	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	100.00	100.00
Total 61938:											
09/17	09/25/2017	101450	9095	MERCED COUNTY SHERI	FTO TRAINING	09252017	1	1000-421-10-45	TRAINING	50.00	50.00
Total 09252017:											
Grand Totals:										270.00	270.00

Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	1000-421-10-	2.38-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	2,941.93-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	2,984.18-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,401.71-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	2,321.96-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	622.51-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,460.40-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	139.64-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	92.63-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	85.45-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,529.85-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,599.16-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,805.04-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,881.95-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	632.81-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	659.78-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	15.00-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	3,647.23-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	928.52-
08/25/2017	CDPT	08/30/2017	685	P.E.R.S.	8	7650-2203-1	1,699.19-
08/25/2017	CDPT	08/30/2017	686	CITY OF SUSANVILLE PA	1	7650-2203-1	7,283.59-
08/25/2017	CDPT	08/30/2017	686	CITY OF SUSANVILLE PA	1	7650-2203-1	7,283.59-
08/25/2017	CDPT	08/30/2017	686	CITY OF SUSANVILLE PA	1	7650-2203-1	2,445.62-
08/25/2017	CDPT	08/30/2017	686	CITY OF SUSANVILLE PA	1	7650-2203-1	2,445.62-
08/25/2017	CDPT	08/30/2017	686	CITY OF SUSANVILLE PA	1	7650-2203-1	21,128.71-
08/25/2017	CDPT	08/30/2017	687	EMPLOYMENT DEV. DEP	6	7650-2203-1	5,344.36-
08/25/2017	CDPT	08/30/2017	688	EMPLOYMENT DEV DEP	7	7650-2203-1	1,403.69-
08/25/2017	CDPT	08/30/2017	101280	CA STATE DISBURSEME	37	7650-2203-0	69.23-
08/25/2017	CDPT	08/30/2017	101281	NATIONWIDE RETIREME	5	7650-2203-0	980.00-
08/25/2017	CDPT	08/30/2017	101282	VALIC	4	7650-2203-0	1,753.08-
08/25/2017	CDPT	08/30/2017	101283	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
Grand Totals:			31				76,650.81-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
09/08/2017	CDPT	09/14/2017	101381	UPEC, LOCAL 792	10	7650-2203-1	2,093.00-
09/08/2017	CDPT	09/14/2017	101382	VALIC	4	7650-2203-0	1,753.08-
09/08/2017	CDPT	09/14/2017	101383	VANTAGEPOINT TRANS.	3	7650-2203-0	62.00-
Grand Totals:			<u>57</u>				<u>167,838.09-</u>

Report Criteria:

Transmittal checks included

Report Criteria:

Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
08/25/2017	CDPT	09/14/2017	689	AFLAC	14	8403-2239-0	343.16-
08/25/2017	CDPT	09/14/2017	689	AFLAC	14	7650-2203-0	52.39-
09/08/2017	CDPT	09/14/2017	689	AFLAC	14	1000-417-10-	.03
09/08/2017	CDPT	09/14/2017	689	AFLAC	14	8403-2239-0	343.16-
09/08/2017	CDPT	09/14/2017	689	AFLAC	14	7650-2203-0	52.39-
08/25/2017	CDPT	09/14/2017	690	BLUE SHIELD OF CALIFO	38	7650-2203-1	155.27-
09/08/2017	CDPT	09/14/2017	690	BLUE SHIELD OF CALIFO	38	7650-2203-1	155.27-
09/08/2017	CDPT	09/14/2017	690	BLUE SHIELD OF CALIFO	38	7650-2203-1	711.02-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	1000-421-10-	2.36-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	2,941.92-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	3,022.27-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,233.28-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	2,121.28-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	640.77-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,482.16-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	139.64-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	92.63-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	85.45-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,570.90-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,642.07-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,757.58-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,832.46-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	669.44-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	697.97-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	14.00-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	3,647.22-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	946.78-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	1,530.76-
09/08/2017	CDPT	09/14/2017	691	P.E.R.S.	8	7650-2203-1	24.00-
09/08/2017	CDPT	09/14/2017	692	CITY OF SUSANVILLE PA	1	7650-2203-1	10,302.99-
09/08/2017	CDPT	09/14/2017	692	CITY OF SUSANVILLE PA	1	7650-2203-1	10,302.99-
09/08/2017	CDPT	09/14/2017	692	CITY OF SUSANVILLE PA	1	7650-2203-1	2,946.17-
09/08/2017	CDPT	09/14/2017	692	CITY OF SUSANVILLE PA	1	7650-2203-1	2,946.17-
09/08/2017	CDPT	09/14/2017	692	CITY OF SUSANVILLE PA	1	7650-2203-1	26,702.70-
08/25/2017	CDPT	09/14/2017	693	LABORERS TRUST FUND	9	7650-2203-1	905.50-
09/08/2017	CDPT	09/14/2017	693	LABORERS TRUST FUND	9	7620-430-10-	30.00-
09/08/2017	CDPT	09/14/2017	693	LABORERS TRUST FUND	9	7650-2203-1	1,005.50-
09/08/2017	CDPT	09/14/2017	693	LABORERS TRUST FUND	9	7650-2203-1	66,579.00-
09/08/2017	CDPT	09/14/2017	694	LINCOLN FINANCIAL LIF	22	1000-421-10-	.36-
09/08/2017	CDPT	09/14/2017	694	LINCOLN FINANCIAL LIF	22	7650-2203-1	145.55-
09/08/2017	CDPT	09/14/2017	694	LINCOLN FINANCIAL LIF	22	7650-2203-1	153.39-
09/08/2017	CDPT	09/14/2017	695	EMPLOYMENT DEV. DEP	6	7650-2203-1	8,407.43-
09/08/2017	CDPT	09/14/2017	696	EMPLOYMENT DEV DEP	7	7650-2203-1	1,699.16-
09/08/2017	CDPT	09/14/2017	101375	CA STATE DISBURSEME	37	7650-2203-0	69.23-
08/25/2017	CDPT	09/14/2017	101376	GOLDEN ONE CREDIT U	12	7650-2203-0	513.50-
09/08/2017	CDPT	09/14/2017	101376	GOLDEN ONE CREDIT U	12	7650-2203-0	513.50-
09/08/2017	CDPT	09/14/2017	101377	NATIONWIDE RETIREME	5	7650-2203-0	850.00-
08/25/2017	CDPT	09/14/2017	101378	NEW IMAGE RACQUETB	30	7650-2203-0	60.50-
09/08/2017	CDPT	09/14/2017	101378	NEW IMAGE RACQUETB	30	7650-2203-0	60.50-
08/25/2017	CDPT	09/14/2017	101379	OPERATING ENGINEERS	11	7650-2203-0	626.00-
09/08/2017	CDPT	09/14/2017	101379	OPERATING ENGINEERS	11	7650-2203-0	1.00
09/08/2017	CDPT	09/14/2017	101379	OPERATING ENGINEERS	11	7650-2203-0	626.00-
08/25/2017	CDPT	09/14/2017	101380	PRE-PAID LEGAL SERVI	13	7650-2203-0	288.65-
09/08/2017	CDPT	09/14/2017	101380	PRE-PAID LEGAL SERVI	13	7650-2203-0	288.65-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	GL Account	Amount
09/08/2017	PC	09/15/2017	17876	WARNER, RICHARD AND	2076000	9999-1011-0	2,484.60-
09/08/2017	PC	09/15/2017	17877	WARREN, KIMBERLY	2199000	9999-1011-0	1,040.74-
09/08/2017	PC	09/15/2017	17878	CELUM, JONATHAN	2341000	9999-1011-0	358.64-
09/08/2017	PC	09/15/2017	17879	DODGE, JAQUELLE	2243000	9999-1011-0	47.41-
09/08/2017	PC	09/15/2017	17880	FRANCOIS, SEANN	2350000	9999-1011-0	425.36-
09/08/2017	PC	09/15/2017	17881	HEFFNER, NANCY	2346000	9999-1011-0	216.01-
09/08/2017	PC	09/15/2017	17882	HEUMANN, ERIC	2336000	9999-1011-0	805.94-
09/08/2017	PC	09/15/2017	17883	MONAHAN, JENNA	2344000	9999-1011-0	295.04-
09/08/2017	PC	09/15/2017	17884	RICE, REESA	2237000	9999-1011-0	1,153.36-
09/08/2017	PC	09/15/2017	17885	SILVA, ISABELLE	2338000	9999-1011-0	230.86-
09/08/2017	PC	09/15/2017	17886	SINGLETON, ALDEN	2345000	9999-1011-0	417.56-
09/08/2017	PC	09/15/2017	17887	THOMAS, TATUM	2339000	9999-1011-0	664.90-
09/08/2017	PC	09/15/2017	17888	WANLESS, ROBIN	2351000	9999-1011-0	712.29-
09/08/2017	PC	09/15/2017	17889	ZIMMERMAN, ERIKA	2349000	9999-1011-0	334.97-
09/08/2017	PC	09/15/2017	17890	BARDOUSKI, BRIAN S	2002000	9999-1011-0	1,146.32-
09/08/2017	PC	09/15/2017	17891	BERNARDINO, TYLER	2190000	9999-1011-0	914.93-
09/08/2017	PC	09/15/2017	17892	BROWN, BRIAN RUSS	2011000	9999-1011-0	1,424.48-
09/08/2017	PC	09/15/2017	17893	CASTANEDA, AURELIO	2263000	9999-1011-0	1,225.55-
09/08/2017	PC	09/15/2017	17894	CHAMBERS, CHARLES	2198000	9999-1011-0	1,586.32-
09/08/2017	PC	09/15/2017	17895	DOWNING, RUEBEN G	2016000	9999-1011-0	2,179.46-
09/08/2017	PC	09/15/2017	17896	EDHOLM, ERIK JACKSON	2194000	9999-1011-0	1,734.11-
09/08/2017	PC	09/15/2017	17897	GEORGE, FRANKLIN C.	2100000	9999-1011-0	1,794.88-
09/08/2017	PC	09/15/2017	17898	GIBBS, DANIEL	2266000	9999-1011-0	2,112.19-
09/08/2017	PC	09/15/2017	17899	GODMAN, ROBERT	2024000	9999-1011-0	2,126.38-
09/08/2017	PC	09/15/2017	17900	HOFFMAN, BILLY W	2112000	9999-1011-0	2,280.24-
09/08/2017	PC	09/15/2017	17901	HOLLANDSWORTH, KRY	2256000	9999-1011-0	1,135.58-
09/08/2017	PC	09/15/2017	17902	MOORE, DALE	2054000	9999-1011-0	2,268.71-
09/08/2017	PC	09/15/2017	17903	NEWTON, DANNY A	2062000	9999-1011-0	2,885.51-
09/08/2017	PC	09/15/2017	17904	PRITCHARD, KENNETH	2167000	9999-1011-0	1,251.75-
09/08/2017	PC	09/15/2017	17905	SHEPARD, KRISTIN	2239000	9999-1011-0	1,369.40-
09/08/2017	PC	09/15/2017	101277	LEISS, JESSE	2192000	9999-1011-0	3,583.41
09/08/2017	PC	09/15/2017	101362	LOTT, ELIAS	2354000	9999-1011-0	381.67-
09/08/2017	PC	09/15/2017	101363	JARRETT, ANDREW	2320001	9999-1011-0	8,631.43-
09/08/2017	PC	09/15/2017	101364	MEDVIN, LOUIS	2244001	9999-1011-0	6,884.46-
09/08/2017	PC	09/15/2017	101365	TAYLOR, HARLAN	2355001	9999-1011-0	2,307.99-
09/08/2017	PC	09/15/2017	101366	ATKINSON, JEFF	2001000	9999-1011-0	295.87-
09/08/2017	PC	09/15/2017	101367	LIVELY, SPENCER	2353000	9999-1011-0	374.37-
09/08/2017	PC	09/15/2017	101368	SHERMAN, GUNNER	2315000	9999-1011-0	308.17-
09/08/2017	PC	09/15/2017	101369	DOWDY, ALAN	2015001	9999-1011-0	69.26-
09/08/2017	PC	09/15/2017	101370	FOSTER, DAN	2116001	9999-1011-0	69.26-
09/08/2017	PC	09/15/2017	101371	JAMBOIS, WAYNE	2037001	9999-1011-0	69.26-
09/08/2017	PC	09/15/2017	101372	LEISS, JESSE	2192000	9999-1011-0	6,360.83-
09/08/2017	PC	09/15/2017	101373	MERRITT, JESSE	2314000	9999-1011-0	995.07-
09/08/2017	PC	09/15/2017	101374	PAEZ, ANDREW	2357000	9999-1011-0	624.82-
Grand Totals:			95				138,541.80-

Report Criteria:

- Computed checks included
- Manual checks included
- Supplemental checks included
- Termination checks included

Reviewed by: YAH City Administrator
_____ City Attorney

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

Submitted By: Deborah Savage, Finance Manager

Action Date: October 4, 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 August 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

August 30, 2017

POOLED CASH FUND	
Cash Clearing - Utilities	100
Cash Clearing - Business Lice	(20)
Bank of America - Checking	300,061
LAIF	13,013,948
Total Cash & Investments	<u>13,314,009</u>

Pooled Cash Allocation:

General	879,712
General Fund Restricted	1,194,543
Special Revenue	1,237,244
Capital Projects	13,848
Debt Service	299,900
Enterprise:	
Airport	(44,710)
Geothermal	258,886
Golf Course	(36,537)
Natural Gas	4,723,705
Water	3,737,660
Internal Service	403,873
Trust & Agency	645,886
Total Cash & Inv. Allocations	<u>13,314,009</u>

CASH WITH FISCAL AGENTS

August 30, 2017

General	
Special Revenue	
Capital Projects	
Debt Service	150,846
Enterprise	2,447,780
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,598,626</u>
GRAND TOTAL	<u>15,912,635</u>

S:/Finance/Debi/Council Cash & Investments Report

9/28/2017 11:01

Totals may not add due to rounding

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
				\$300,530.57
8/1/2017			\$411.49	\$300,942.06
8/1/2017		-\$103.95		\$300,838.11
8/1/2017		-\$99.54		\$300,738.57
8/1/2017			\$34,207.12	\$334,945.69
8/1/2017			\$1,459.09	\$336,404.78
8/1/2017			\$47,552.13	\$383,956.91
8/1/2017			\$29,390.00	\$413,346.91
8/1/2017			\$888.99	\$414,235.90
8/2/2017		-\$85.11		\$414,150.79
8/2/2017		-\$604.25		\$413,546.54
8/2/2017		-\$1,960.59		\$411,585.95
8/1/2017			\$2,203.53	\$413,789.48
8/2/2017			\$10,457.88	\$424,247.36
8/2/2017			\$32,200.61	\$456,447.97
8/2/2017			\$1,086.47	\$457,534.44
8/2/2017		-\$116,368.89		\$341,165.55
8/2/2017		-\$12,651.84		\$328,513.71
8/2/2017		-\$48,174.90		\$280,338.81
8/2/2017		-\$6,826.53		\$273,512.28
8/2/2017		-\$1,594.73		\$271,917.55
8/2/2017		-\$26,843.73		\$245,073.82
8/2/2017		-\$2,849.31		\$242,224.51
8/3/2017			\$50,000.00	\$292,224.51
8/3/2017		-\$263,304.88		\$28,919.63
8/3/2017			\$6,948.20	\$35,867.83
8/3/2017			\$27,701.00	\$63,568.83
8/3/2017			\$1,179.80	\$64,748.63
8/3/2017			\$2,677.05	\$67,425.68
8/3/2017			\$1,070.82	\$68,496.50
8/2/2017			\$2,472.48	\$70,968.98
8/3/2017			\$852.76	\$71,821.74
8/4/2017			\$5,220.44	\$77,042.18
8/4/2017			\$36,380.83	\$113,423.01
8/4/2017			\$984.33	\$114,407.34
8/4/2017		-\$543.60		\$113,863.74
8/7/2017			\$665.00	\$114,528.74
8/7/2017			\$266.45	\$114,795.19
8/7/2017			\$383.14	\$115,178.33
8/7/2017			\$2,299.60	\$117,477.93
8/7/2017			\$6,864.99	\$124,342.92
8/7/2017			\$42,438.40	\$166,781.32
8/7/2017			\$604.00	\$167,385.32
8/7/2017		-\$190.00		\$167,195.32
8/7/2017			\$9.14	\$167,204.46
8/7/2017			\$13.42	\$167,217.88
8/7/2017			\$34.82	\$167,252.70
8/7/2017			\$39.10	\$167,291.80
8/7/2017			\$335.18	\$167,626.98
8/7/2017			\$41.24	\$167,668.22
8/7/2017		-\$72.95		\$167,595.27
8/8/2017			\$31,099.83	\$198,695.10
8/8/2017			\$335.16	\$199,030.26
8/8/2017			\$4,619.30	\$203,649.56
8/8/2017			\$1,129.70	\$204,779.26
8/9/2017		-\$254.38		\$204,524.88
8/9/2017			\$3,563.87	\$208,088.75

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
8/9/2017			\$15,348.29	\$223,437.04
8/9/2017			\$527.34	\$223,964.38
8/9/2017			\$487.69	\$224,452.07
8/9/2017				\$224,452.07
8/9/2017				\$224,452.07
8/9/2017				\$224,452.07
8/9/2017			\$48.51	\$224,500.58
8/9/2017		-\$156.29	\$14,504.90	\$238,849.19
8/10/2017			\$434.83	\$239,284.02
8/10/2017			\$1,189.16	\$240,473.18
8/10/2017			\$2,721.15	\$243,194.33
8/10/2017				\$243,194.33
8/10/2017			\$331.57	\$243,525.90
8/10/2017		-\$110.00		\$243,415.90
8/10/2017		-\$26.97		\$243,388.93
8/10/2017		-\$208,738.14		\$34,650.79
8/11/2017			\$354.49	\$35,005.28
8/11/2017			\$17,292.12	\$52,297.40
8/11/2017			\$2,482.54	\$54,779.94
8/11/2017			\$283.32	\$55,063.26
8/11/2017		-\$8,335.41		\$46,727.85
8/11/2017		-\$29.64		\$46,698.21
8/14/2017		-\$15.00		\$46,683.21
8/14/2017			\$51,112.57	\$97,795.78
8/14/2017			\$8,572.55	\$106,368.33
8/14/2017			\$180.33	\$106,548.66
8/14/2017			\$311.82	\$106,860.48
8/14/2017			\$509.36	\$107,369.84
8/14/2017			\$242.74	\$107,612.58
8/15/2017			\$6,552.66	\$114,165.24
8/15/2017			\$2,055.79	\$116,221.03
8/15/2017			\$45.65	\$116,266.68
8/15/2017			\$79.74	\$116,346.42
8/15/2017			\$200,000.00	\$316,346.42
8/15/2017		-\$1,341.58		\$315,004.84
8/16/2017			\$13,310.51	\$328,315.35
8/16/2017			\$2,565.63	\$330,880.98
8/16/2017			\$191.98	\$331,072.96
8/16/2017		-\$18,581.78		\$312,491.18
8/16/2017			\$160,200.00	\$472,691.18
8/16/2017			\$197.22	\$472,888.40
8/17/2017			\$476.49	\$473,364.89
8/17/2017		-\$3,714.28		\$469,650.61
8/17/2017		-\$28,468.43		\$441,182.18
8/17/2017			\$7,381.21	\$448,563.39
8/17/2017			\$2,229.14	\$450,792.53
8/17/2017			\$105.66	\$450,898.19
8/18/2017			\$397.26	\$451,295.45
8/18/2017			\$662.26	\$451,957.71
8/18/2017		-\$17,945.41		\$434,012.30
8/18/2017		-\$120,993.43		\$313,018.87
8/18/2017		-\$18,120.41		\$294,898.46
8/18/2017		-\$53,860.35		\$241,038.11
8/18/2017		-\$8,592.82		\$232,445.29
8/18/2017		-\$1,713.84		\$230,731.45
8/18/2017		-\$28,357.52		\$202,373.93
8/18/2017		-\$69,662.00		\$132,711.93

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
8/18/2017		-\$938.24		\$131,773.69
8/18/2017		-\$895.13		\$130,878.56
8/18/2017		-\$309.55		\$130,569.01
8/18/2017		-\$7,914.11		\$122,654.90
8/18/2017				\$122,654.90
8/18/2017			\$9,914.40	\$132,569.30
8/18/2017			\$4,762.95	\$137,332.25
8/18/2017			\$6,418.39	\$143,750.64
8/18/2017			\$189.05	\$143,939.69
8/18/2017		-\$1,127.86		\$142,811.83
8/21/2017			\$141.00	\$142,952.83
8/21/2017			\$418.14	\$143,370.97
8/21/2017			\$18,284.30	\$161,655.27
8/21/2017			\$4,673.76	\$166,329.03
8/21/2017			\$139.19	\$166,468.22
8/21/2017			\$175.00	\$166,643.22
8/22/2017			\$9,005.19	\$175,648.41
8/22/2017			\$3,071.05	\$178,719.46
8/22/2017			\$3,354.67	\$182,074.13
8/22/2017			\$343.11	\$182,417.24
8/22/2017			\$161.41	\$182,578.65
8/22/2017		-\$37.28		\$182,541.37
8/22/2017			\$258.55	\$182,799.92
8/22/2017			\$24.14	\$182,824.06
8/22/2017			\$400.00	\$183,224.06
8/23/2017				\$183,224.06
8/23/2017			\$9,535.69	\$192,759.75
8/23/2017			\$2,857.67	\$195,617.42
8/23/2017			\$64.67	\$195,682.09
8/23/2017		-\$205.63		\$195,476.46
8/24/2017		-\$101,415.25		\$94,061.21
8/24/2017			\$6,795.57	\$100,856.78
8/24/2017			\$3,141.29	\$103,998.07
8/24/2017			\$1,185.45	\$105,183.52
8/24/2017				\$105,183.52
8/24/2017				\$105,183.52
8/25/2017			\$14,509.41	\$119,692.93
8/25/2017			\$1,987.94	\$121,680.87
8/25/2017			\$172.73	\$121,853.60
8/25/2017		-\$23.94		\$121,829.66
8/28/2017			\$215,000.00	\$336,829.66
8/28/2017			\$74,889.54	\$411,719.20
8/28/2017			\$2,987.09	\$414,706.29
8/28/2017			\$4,589.07	\$419,295.36
8/28/2017			\$93.00	\$419,388.36
8/29/2017			\$68,063.19	\$487,451.55
8/29/2017			\$5,367.66	\$492,819.21
8/29/2017			\$562.25	\$493,381.46
8/29/2017		-\$42.23		\$493,339.23
8/29/2017			\$88.45	\$493,427.68
8/29/2017			\$136.98	\$493,564.66
8/30/2017			\$45,444.80	\$539,009.46
8/30/2017			\$3,331.59	\$542,341.05
8/30/2017			\$754.81	\$543,095.86
8/30/2017			\$490.90	\$543,586.76
8/30/2017			\$32,836.25	\$576,423.01
8/30/2017		-\$3,583.41		\$572,839.60

RECEIPTS AND DISBURSEMENTS REPORT

Date	Dep Date	A/P Disbursements	Receipts	Balance
8/31/2017		-\$65,245.66	\$14,322.11	\$521,916.05
8/31/2017			\$5,342.94	\$527,258.99
8/30/2017			\$175.00	\$527,433.99
8/31/2017		-\$67,704.86		\$459,729.13
8/31/2017		-\$82,989.75		\$376,739.38
8/31/2017		-\$111.21		\$376,628.17
8/31/2017			\$99.53	\$376,727.70
8/31/2017		-\$26,451.32		\$350,276.38
8/31/2017		-\$40,587.13		\$309,689.25
8/31/2017		-\$5,344.36		\$304,344.89
8/31/2017		-\$1,403.69		\$302,941.20
8/31/2017		-\$2,864.31		\$300,076.89
8/31/2017			\$84.13	\$300,161.02
8/31/2017		-\$100.32	\$0.33	\$300,061.03

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 AUGUST 31, 2017

COMBINED ACCOUNTS

9999-1001-003	CASH CLEARING - NSF CHECKS	100.32
9999-1001-004	CASH CLEARING - BUSINESS LIC	(20.00)
9999-1011-001	B OF A # 08038-80200	300,061.13
9999-1030-001	LAIF	13,013,947.85
	TOTAL COMBINED CASH AND INVESTMENTS	13,314,089.30
9999-1000-000	CLAIM ON CASH	(13,314,089.30)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	48,739.26
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,466.24
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	(44,976.04)
1004	ALLOCATION TO GF-PANCERA	18,394.61
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,079,271.93
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	2,346.05
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	53,721.80
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	33,579.16
2002	ALLOCATION TO STATE COPS	53,942.68
2006	ALLOCATION TO SNOW REMOVAL	(805.45)
2007	ALLOCATION TO STREETS & HIGHWAYS	(97,028.11)
2010	ALLOCATION TO STREET MITIGATION	29,167.33
2011	ALLOCATION TO POLICE MITIGATION	11,685.80
2012	ALLOCATION TO FIRE MITIGATION	121,548.96
2013	ALLOCATION TO PARK DEDICATION FUND	163,322.47
2014	ALLOCATION TO STATE OF CA - PROP 30/AB 109	19,724.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	350,450.66
2018	ALLOCATION TO HOME REVOLVING FUND	421,092.12
2030	ALLOCATION TO TRAFFIC SAFETY	59,180.75
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	97,458.96
2037	ALLOCATION TO SKYLINE BICYCLE LANE	7,583.89
4001	ALLOCATION TO MARK ROOS SERIES B/92	24,637.89
4003	ALLOCATION TO CITY HALL	7,151.39
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	333,811.40
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	(65,700.83)
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	561,647.07
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	38,197.95
7630	ALLOCATION TO RISK MANAGEMENT FUND	81,871.38
7650	ALLOCATION TO PAYROLL	115,341.70
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	15,667.06
8402	ALLOCATION TO LAFCO	29,999.26
8403	ALLOCATION TO SEC 125 & AFLAC	3,536.40
8404	ALLOCATION TO AIR POLLUTION	217,443.19
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	407,626.21
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(28,386.25)

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
AUGUST 31, 2017

ALLOCATIONS TO RESTRICTED FUNDS	8,981,785.89
<u>UNRESTRICTED FUNDS</u>	
1000 ALLOCATION TO GENERAL FUND	879,712.30
3015 ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110 ALLOCATION TO WATER SYSTEM	158,107.89
7112 ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	17,904.54
7201 ALLOCATION TO AIRPORT	(44,710.11)
7301 ALLOCATION TO GEOTHERMAL UTILITY	258,885.59
7401 ALLOCATION TO NATURAL GAS	2,916,630.27
7530 ALLOCATION TO GOLF COURSE	(36,537.26)
7620 ALLOCATION TO PW ADMIN & ENGINEERING FUND	168,462.22
ALLOCATIONS TO UNRESTRICTED FUNDS	<u>4,332,303.41</u>
TOTAL ALLOCATIONS TO OTHER FUNDS	13,314,089.30
ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(13,314,089.30)
ZERO PROOF IF ALLOCATIONS BALANCE	<u><u>.00</u></u>

		Unaudited			Unaudited AUGUST
Fund #	Fund Title	6/30/17 Fund Balance	YTD Revenue	YTD Expenditures	Fund Balance 8/31/17
100X	General Fund	3,163,377	347,460	1,292,180	2,218,657
2002	State COPS	72,815	31	18,906	53,940
2006	Snow Removal	(475)	28	358	(805)
2007	Streets	170,864	110,870	221,697	60,037
2010	Street Mitigation	28,687	481	0	29,168
2011	Police Mitigation	11,088	597	0	11,686
2012	Fire Mitigation	120,061	1,489	0	121,550
2013	Park Dedication	163,149	186	0	163,335
2014	State of CA - Prop 30/AB 109	23,668	0	3,944	19,724
2016	State Comm. Dev. Rev.FD	1,302,135	285	1,843	1,300,577
2018	Home Revolving Fund	725,160	2,459	0	727,619
2030	Traffic Safety	59,126	58	0	59,184
2035	Traffic Signals Fund	97,330	128	0	97,458
2037	Skyline Bicycle Lane	7,576	9	0	7,585
3015	City Hall Parking Lot	13,848	0	0	13,848
4001	Miller Fletcher	316,251	771	0	317,023
4003	City Hall Debt Service	52,241	22,616	67,705	7,152
4004	2013 CalPERS Refunding Loan	259,225	74,588	0	333,813
4005	Community Pool Debt Service	631	16,658	82,990	(65,701)
711X	Water Funds	3,133,242	392,620	420,144	3,105,717
7201	Airport	2,136,218	41,091	43,447	2,133,863
7301	Geothermal	557,729	9,920	11,542	556,108
740X	Natural Gas	(87,965)	135,304	557,531	(510,192)
7530	Golf Course	2,361,143	100,551	64,292	2,397,402
7620	PW Admin/Engineering	132,864	36,815	29,989	139,690
7630	Risk Management	332,964	122,852	373,924	81,892
8402	LAFCO	35,684	34	5,717	30,001
8404	Air Pollution	263,838	6,763	37,082	233,519
8405	Air Pollution - Carl Moyer	407,411	296	0	407,707
8406	IRWM - Management Group	(26,496)	0	1,890	(28,386)
TOTALS		15,859,885	1,424,961	3,235,180	14,051,557

Reviewed by: JGH City Administrator
 _____ City Attorney

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

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

PRESENTED BY: Jared G. Hancock, City Administrator

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

136 S. Fairfield	APN: 105-232-09	\$ 375.00
1615 Fifth St.	APN: 105-050-11	\$ 425.00
50 Harris Dr.	APN: 103-250-39	\$ 325.00
350 Limoneria	APN: 107-090-19	\$ 375.00
1116 Mark St.	APN: 103-231-08	\$ 315.00
57 N. McDow St.	APN: 105-164-01	\$ 640.00
738 & 740 Plumas St.	APN: 107-171-25	\$ 775.00
Riverside/Laurel St.	APN: 105-301-02	\$ 425.00
Modoc and Sierra St.	APN: 107-250-04	\$ 1,550.00
875 Washo Lane	APN: 103-085-09	\$ 375.00

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

FISCAL IMPACT: Total reimbursement of \$5,580.00 to City code enforcement budget.

ACTION REQUESTED: Motion to approve report on assessment and lien against certain real property within the City of Susanville located at:

Resolution No. 17-5418	136 S. Fairfield	APN: 105-232-09
Resolution No. 17-5419	1615 Fifth St.	APN: 105-050-11
Resolution No. 17-5420	50 Harris Dr.	APN: 103-250-39
Resolution No. 17-5421	350 Limoneria Ave.	APN: 107-090-19
Resolution No. 17-5422	1116 Mark St.	APN: 103-231-08
Resolution No. 17-5423	57 N. McDow St.	APN: 105-164-01
Resolution No. 17-5425	738 & 740 Plumas St.	APN: 107-171-25
Resolution No. 17-5426	Riverside/Laurel St.	APN: 105-301-02
Resolution No. 17-5427	Sierra/Modoc St.	APN: 107-250-04
Resolution No. 17-5428	875 Washo Lane	APN: 103-085-09

ATTACHMENTS:

Susanville Municipal Code Chapter 8.28 Weed and Rubbish Abatement

Resolution No. 17-5418

Resolution No. 17-5419

Resolution No. 17-5420

Resolution No. 17-5421

Resolution No. 17-5422

Resolution No. 17-5423

Resolution No. 17-5425

Resolution No. 17-5426

Resolution No. 17-5427

Resolution No. 17-5428

Lien Notices

Abatement documentation

Susanville Municipal Code							
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[Title 8 HEALTH AND SAFETY](#)

Chapter 8.28 WEED AND RUBBISH ABATEMENT

Article I. Abatement of Weeds and Rubbish

8.28.010 Intent and purpose.

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

8.28.020 Definitions.

As used in this chapter:

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

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

8.28.030 Weeds and rubbish prohibited.

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

8.28.040 Abatement procedure.

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

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

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

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

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

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

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

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

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

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

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

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

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

Dated: _____

City Administrator of City of Susanville

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

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

8.28.050 Penalty for violation.

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

8.28.060 Removal method.

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

View the [mobile version](#).

RESOLUTION NO. 17-5418
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
136 S. FAIRFIELD (APN 105-232-09-11) AND CONFIRMING ASSESSMENT
AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 136 S. Fairfield Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$375.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Paul C. Unterreiner.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 136 S. Fairfield, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$375.00;
2. That the said assessment shall constitute and be a lien on the interest of Paul C. Unterreiner in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5418** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

136 S. Fairfield. (APN #105-232-09)

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF SUSANVILLE, COUNTY OF LASSEN, STATE OF CALIFORNIA AS DESCRIBED AS FOLLOWS:

LOT 36, IN BLOCK 3 AS SHOWN ON THAT CERTAIN MAP ENTITLED "AMENDED OFFICIAL MAP OF MILWOOD TRACT, LASSEN COUNTY CALIFORNIA", FILED IN THE OFFICE OF THE COUNTY RECORDER, LASSEN COUNTY, CALIFORNIA IN BOOK 1 OF MAPS, AT PAGE 14.

RESOLUTION NO. 17-5419
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
1615 FIFTH ST. (APN 105-050-11) AND CONFIRMING ASSESSMENT AND
LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 1615 Fifth Street Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$425.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Monte & Maylene Living Trust

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 1615 Fifth St. Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$425.00;
2. That the said assessment shall constitute and be a lien on the interest of Monte & Maylene Living Trust in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5419** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

1615 FIFTH ST. (APN 105-050-11)

COMMENCING AT A POINT ON THE NORTHERN LINE OF BLOCK 7, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "MAP OF EAST ADDITION TO SUSANVILLE, LASSEN COUNTY, CALIFORNIA", FILED JANUARY 06, 1911, IN THE OFFICE OF THE LASSEN COUNTY RECORDER, IN BOOK 1 OF MAPS, AT PAGE 24, OF OFFICAL RECORDS, SAID POINT BEING DISTANT THEREON WESTERLY, 56.38 FEET FROM THE NORTHEASTERN CORNER OF SAID BLOCK; THENCE NORTH 12° 15' EAST, 60 FEET TO THE NORTHERN LINE OF FIFTH STREET AND THE ACTUAL POINT OF BEGINNING; THENCE WESTERLY ALONG SAID LINE OF SAID FIFTH STREET, 50 FEET; THENCE NORTH 12° 15' EAST, 140 FEET; THENCE EASTERLY PARALELL WITH SAID LINE OF SAID FIFTH STREET, 50 FEET TO THE INTERSECTION THEREOF WITH THE WESTERN LINE OF THAT CERTAIN PARCEL OF LAND CONVEYED BY THOMAS DANNER, ET UX, TO CARSON NEAL, ET UX, BY DEED DATED AUGUST 30, 1941, RECORDED OCTOBER 11, 1941, IN BOOK 40 PAGE 229, OF DEEDS; AND THENCE SOUTH 12° 15' WEST ALONG SAID EASTERN LINE OF SAID PARCEL SO CONVEYED TO SAID NEAL, 140 FEET TO SAID ACTUAL POINT OF BEGINNING.

RESOLUTION NO. 17-5420
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT 50 HARRIS
DR. (APN 103-250-39) AND CONFIRMING ASSESSMENT AND LIEN
AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 50 Harris Drive, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$325.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Cecily French.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 50 Harris Drive, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$325.00;
2. That the said assessment shall constitute and be a lien on the interest of Cecily French in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5420** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

50 Harris Dr. (APN #103-250-39)

PARCEL B, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "PARCEL MAP FOR MAURICE AND HAROLD PAILLET", FILED DECEMBER 15, 1971 IN THE OFFICE OF THE LASSEN COUNTY RECORD IN BOOK 8 OF MAPS, AT PAGE 87.

709348

Sussexville Weed Abatement
 517 Quarry St #21 SUL Ca 96130

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 7/24/17				
NAME City of Sussexville						
ADDRESS						
CITY, STATE, ZIP						
SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Charge to abate		
2	50 Harris		
3	APN# 103-050-39		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18	Total		125.00
RECEIVED BY			

RESOLUTION NO. 17-5421
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
350 LIMONERIA AVE. (APN 107-090-19) AND CONFIRMING ASSESSMENT
AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 350 Limoneria, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$375.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Federal Home Loan Mortgage Co

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 350 Limoneria Ave., Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$375.00;
2. That the said assessment shall constitute and be a lien on the interest of Federal Home Loan Mortgage Co in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5421** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

350 LIMONERIA (APN #107-090-19)

PARCEL B SHOWN AS PARCLE MAP NO. 91-22 FOR WALTER AND JOYCE SPHAR, FILED IN THE OFFICE OF THE LASSEN COUNTY RECORDER ON AUGUST 27, 1991 IN BOOK 29 OF MAPS, AT PAGE 70.

Dog Tree Yard Maintenance
 1519 main st.
 Susanville Ca 96130

240460

CUSTOMER'S ORDER NO.		DATE	
		7-30-17	
NAME			
ADDRESS			
350 Limoneria			
CITY, STATE, ZIP			
Susanville Ca 96130			
SOLD BY	CASH	C.O.D.	CHARGE
			ON ACCT
			MOSE. RETD.
			PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	cut up fallen tree		
2	weed edging		
3	hauled trash &		
4	trimmings away		
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
RECEIVED BY		TAX	
		TOTAL	175.00

4-24700W
7-46901

KEEP THIS SLIP FOR REFERENCE

01-11

RESOLUTION NO. 17-5422
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
1116 MARK STREET (APN 103-231-08) AND CONFIRMING ASSESSMENT
AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 1116 Mark Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$225.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Brantley Artha J Etal

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 1116 Mark Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$315.00;
2. That the said assessment shall constitute and be a lien on the interest of Brantley Artha J Etal in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5422** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

1116 Mark Street (APN #103-231-08)

LOT 10, IN BLOCK LETTERD "C", AS SAID LOT AND BLOCK ARE SHOWN UPON THAT CERTAIN MAP ENTITLED, "PLAT OF ARNOLD ADDITION TO SUSANVILLE," FILED FEBRUARY 6, 1920 IN THE OFFICE OF THE LASSEN COUNTY RECORDER, STATE OF CALIFORNIA, IN BOOK 1 OF MAPS, AT PAGE 5. COMMONLY REFERRED TO AS ASSESSOR PARCEL NUMBER 103-231-08.

Dog Treea Yard Maintenance
 1574 main st. 240461
 Susanville Ca 96130

CUSTOMER'S ORDER NO.		DATE	
		7-26-17	
NAME			
ADDRESS			
1116 Markt st.			
CITY-STATE, ZIP			
Susanville Ca. 96130			
SOLD BY	CASH	C.O.D.	CHARGE
		ON ACCT.	MOSE RETD.
			PAID OUT
QUAN.	DESCRIPTION	PRICE	AMOUNT
1	wedded lot		
2	cut non-ornamental		
3	Trees # low branches		
4	stacked in pile.		
5	Removed 1/2 r.		
6			
7			
8			
9			
10			
11			
12			
13			
14			
RECEIVED BY			TAX
			TOTAL \$15.00

RESOLUTION NO. 17-5423
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
57 N. MCDOW ST (APN 105-164-01) AND CONFIRMING ASSESSMENT AND
LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 57 N. McDows Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$640.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Thomas Corinne E. Liv Trust

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 57 N. McDow St, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$640.00;
2. That the said assessment shall constitute and be a lien on the interest of Thomas Corinne E. Liv Trust in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5423** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

57 N. MCDOW ST. (APN #105-164-01)

COMMENCING AT THE INTERSECTION OF THE EAST LINE OF MCDOW ST AND THE SOUTH LINE OF FIRST STREET, BOTH OF SAID STREETS IN THE HALL'S ADDITION TO THE TOWN OF SUSANVILLE, AS SAID STREETS NOW STAND AND FOR MORE THAN TWENTY-FIVE YEARS LAST PAST HAVE STOOD OPEN AND DEDICATED TO PUBLIC USE, AND RUNNING THENCE EASTERLY ALONG THE SOUTH LINE OF SAID FIRST STREET ONE HUNDRED TWENTY (115) FEET TO THE ALLEY; THENCE AT RIGHT ANGLES WESTERLY ALONG SAID ALLEY ONE HUNDRED TWENTY (120) FEET TO THE EAST LINE OF MCDOW STREET; THENCE NORTHERLY ALONG SAID EAST LINE OF SAID MCDOW STREET ONE HUNDRED FIFTEEN FEET TO THE PLACE OF BEGINNING.

Dog Treea Yard maintenance
 1514 main st. 240464
 Susansville Ca 96050

CUSTOMER'S ORDER NO.		DATE	
		8-10-17	
NAME			
ADDRESS			
57 N. McDow			
CITY, STATE, ZIP			
Susansville			
SOLD BY	CASH	C.O.D.	CHARGE
			ON. ACCT.
			MOSE. RETD.
			PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	weed eating		
2	removed fallen		
3	tree limbs		
4	picked up trash		
6			
7			
8			
9			
10			
11			
12			
13			
14			

RECEIVED BY	TAX
	TOTAL \$440.00

A-24725W
 T-46901

KEEP THIS SLIP FOR REFERENCE

RESOLUTION NO. 17-5425
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
738 & 740 PLUMAS ST. (APN 107-171-25) AND CONFIRMING
ASSESSMENT AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at Modoc and Sierra Streets Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$775.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Harlow and Peggy Ann Sayers.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 738 & 740 Plumas St. Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$775.00;
2. That the said assessment shall constitute and be a lien on the interest of Harlow and Peggy Ann Sayers in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5425** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

738 & 740 Plumas St. (APN #107-171-25)

LOTS 15 AND 17, IN BLOCK L-2, EXCEPTING FROM LOT 17, THE NORTH 27 FEET, MEASURED ALONG PLUMAS STREET, AS SAID LOTS AND BLOCK ARE SHOWN UPON THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP OF LASSEN, LASSEN CO., CAL.", FILED JULY 6, 1912, IN THE OFFICE OF THE COUNTY RECORDER OF LASSEN COUNTY, CALIFORNIA, IN BOOK 1 OF MAPS, AT PAGE 27.

PREPARED BY: Ron's Handyman Service

DATE: 8/14/17

PROJECT TITLE: 738 + 740 Plumas

Invoice: For Services Rendered

TO: City of Susanville Fire Dept.

For: Weed and Rubbish Abatement
at 738 & 740 Plumas

Lassen Co. APN# 107-171-25

From: Ron's Handyman Service
Ronald Nishioka, Owner Operator

For the amount of \$575.00

Please make payment to the order of:
Ronald Nishioka

Mailing address: 801 # D Nevada St.
Susanville, Ca. 96130

Ph# (530) 260-0928

Thank You.

Ronald Nishioka

RESOLUTION NO. 17-5426
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
RIVERSIDE/LAUREL ST. (APN 105-301-02) AND CONFIRMING
ASSESSMENT AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at Riverside/Laurel Streets Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$425.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Kaur Ashwindar

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at Riverside/Laurel Street Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$425.00;
2. That the said assessment shall constitute and be a lien on the interest of Kaur Ashwindar in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5426** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

Riverside/Laurel Street. (APN #105-301-02)

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF SUSANVILLE, COUNTY OF LASSEN, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

LOT 23 AND 24 IN BLOCK 5 AS SHOWN ON THAT CERTAIN MAP ENTITLED "AMENDED OFFICIAL MAP OF MILWOOD TRACT, LASSEN COUNTY, CALIFORNIA," FILED JUNE 8, 1920, IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS AT PAGE 13.

RESOLUTION NO. 17-5428
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
875 WASHO LANE (APN 103-085-09) AND CONFIRMING ASSESSMENT
AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at 875 Washo Lane Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$375.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Horton Corey D. Adams Tim LTC

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 875 Washo Lane Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$375.00;
2. That the said assessment shall constitute and be a lien on the interest of Horton Corey D. Adams Tim LTC in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5428** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

875 WASHO LANE

LOT 24, IN BLOCK 12, TOGETHER WITH ALL THAT PORTION OF THE S ½ OF WALNUT AVENUE, ABANDONED, LYING ADJACENT TO THE NORTH LINE OF SAID LOT 24, AND BETWEEN THE EAST LINE OF THE NORTHERLY PROJECTION OF LASSEN AVENUE AND THE CENTER LINE OF THE NORTHERLY PROJECTION OF AN ALLEY, RUNNING NORTH AND SOUTH, THROUGH SAID BLOCK 12, AND ALL THAT PORTION OF THE W ½ OF THE SAID ALLEY, ABANDONED, LYING ADJACENT TO THE EAST LINE OF SAID LOT 24, IN BLOCK 12, SHOWN ON THAT CERTAIN MAP ENTITLED, "INDIAN HEIGHTS ADDITION TO SUSANVILLE, LASSEN CO." FILED JANUARY 2, 1913 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS, AT PAGE 9.

Dog Treca Yard Maintenance
 1579 mainst. 240462
 Susanville Ca. 96130

CUSTOMER'S ORDER NO.		DATE	
		7-27-17	
NAME			
ADDRESS			
875 Washo Lane			
CITY, STATE, ZIP			
Susanville Ca. 96130			
SOLD BY	CASH	C.O.D.	CHARGE
			ON ACCT.
			MOOSE. RETN.
			PAID OUT
QUAN.	DESCRIPTION	PRICE	AMOUNT
1	weed wated, raked,		
2	all cuttings. hauled		
3	away. Removed		
4	trash from yard.		
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
RECEIVED BY		TAX	
		TOTAL	\$175.00

4-24758W
7-46901

KEEP THIS SLIP FOR REFERENCE

01-11

RESOLUTION NO. 17-5427
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING REPORT ON ASSESSMENT AND LIEN AGAINST CERTAIN
PROPERTY WITHIN THE CITY OF SUSANVILLE, LOCATED AT
MODOC AND SIERRA (APN 107-250-04-11) AND CONFIRMING
ASSESSMENT AND LIEN AGAINST SAID PROPERTY

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

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

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

WHEREAS, City staff, pursuant to the provisions of said Chapter 8.28, have caused weeds and rubbish to be removed from that certain property at Modoc and Sierra Streets Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$1,550.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on October 4, 2017 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Daniel W. Wirth

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at Sierra and Modoc, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$1,550.00;
2. That the said assessment shall constitute and be a lien on the interest of Daniel W. Wirth in said property as described in Exhibit "A" and shall remain as such lien until paid in full;
3. The aforesaid confirmation of assessment and lien is final conclusive;
4. The City Clerk is directed to cause a certified copy of this Resolution to be recorded with the Lassen County Recorder;
5. Said assessment amount shall accrue interest at the legal rate of ten percent (10%) per annum commencing October 4, 2017 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5427** was adopted at a regular meeting of the Susanville City Council held on the 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

SIERRA/MODOC (APN #107-250-04)

BEGINNING AT THE POINT OF INTERSECTION OF THE SOUTHWESTERN LINE OF THE RIGHT OF WAY OF THE SOUTHERN PACIFIC RAILROAD WITH THE EASTERN LINE OF THE ALLEY RUNNING NORTH AND SOUTH THROUGH BLOCK I-10, PROJECTED NORTHERLY, AS SAID RIGHT OF WAY, ALLEY AND BLOCK ARE SHOWN UPON THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP OF LASSEN, LASSEN CO., CAL.", FILED IN THE OFFICE OF THE LASSEN COUNTY RECORDER ON JULY 6, 1912 IN BOOK 1 OF MAPS AT PAGE 27; THENCE SOUTH 8°47'30" WEST ALONG SAID LINE OF SAID ALLEY AND THE SOUTHERLY PROJECTION THEREOF 558.61 FEET TO THE INTERSECTION THEREOF WITH THE SOUTHERN LINE OF MODOC STREETN, AS SAID STREET IS SHOWN ON THE AFORESAID MAPL; THENCE NORTH 81°12'30" WEST ALONG SAID LINE OF SAID MODOC STREET 160 FEET TO THE EASTERN LINE OF SIERRA STREET, AS SAID STREET IS SHOWN ON THE AFORESAID MA: THENCE SOUTH 8°47'30" WEST ALONG SAID LINE OF SAID SIERRA STREET, AND THE SOUTHERLY PROJECTION THEREOF, 863.64 FEET; THENCE SOUTH 89°36' EAST 2260.90 FEET TO THE INTERSECTION THEREOF WITH THE SOUTHWESTERN LINE OF THE RIGHT OF WAY OF THE SOUTHERN PACIFIC RAILROAD, AS SAID RIGHT OF WAY SHOWN UPON THAT CERTAIN MAP ENTITLED, 'OFFICIAL MAP OF LASSEN, LASSEN COUNTY, CAL.", FILED IN THE OFFICE OF THE LASSEN COUNTY ERECORDER ON JANUARY 8, 1913 IN BOOK 1 OF MAPS AT PAGE 38; THENCE NORTH 53°34'45" WEST ALONG SAID OF SAID RIGHT OF WAY 2353.74 FEET TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THE PARCEL DESCRIBED IN THE DEED TO S.W. ORR, ETUX., RECORDED JULY 27, 1954 IN BOOK 100 AT PAGE 372, OF OFFICIAL RECORDS.

ALSO EXCEPTING THEREFROM THE PARCEL DESCRIBED IN THE DEED TO W. CHRISTENSEN, RECORDED JULY 1, 1958 IN BOOK 140 AT PAGE 290, OF OFFICIAL RECORDS.

ALSO EXCEPTING THEREFROM THE PARCEL DESCRIBED IN THE DEED TO THE CITY OF SUSANVILLE, RECORDED JANUARY 21, 1963 IN BOOK 177 AT PAGE 1116, OF OFFICIAL RECORDS.

ALSO EXCEPTING THEREFROM THE PARCEL DESCRIBED IN THE DEED TO S.W. ORR, ETUX., RECORDED APRIL 11, 1969 IN BOOK 227 AT PAGE 659, OF OFFICIAL RECORDS.

ALSO EXCEPTING THEREFROM THE PARCEL DESCRIBED IN THE DEED TO LASSEN WOOD PRODUCTS, INC., RECORDED FEBRUARY 17, 1970 IN BOOK 234 AT PAGE 256 OF OFFICIAL RECORDS.

Harlan's Bobcat Service

Invoice #
0095

465-455 Norvell Ln
Janesville, Ca 96114
harlansbobcat@gmail.com
(530) 310-0150
CA Lic. #852760

INVOICE
 ESTIMATE

BILL TO

SUSANVILLE NEW FIRE
1505 MAIN ST
SUSANVILLE CA. 96130



NAME <u>APN 107-250-04</u>		THIS WORK IS TO BE	
STREET	DATE <u>8-1-17</u>	<input type="checkbox"/> C.O.D.	<input type="checkbox"/> CHARGE <input type="checkbox"/> NO CHARGE
PHONE	CALL BEFORE <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	MAKE	MAKE
TECHNICIAN	AUTHORIZED BY	MODEL	MODEL
WORK TO BE PERFORMED		SERIAL NUMBER	SERIAL NUMBER
PO#			

DESCRIPTION OF WORK PERFORMED

MINOR REPAIRS FOR FIRE
PROTECTION AT COVERED PLYSHEAR PUNCH
MODERN SECTION SUSANVILLE CA
FOR FIRE PROTECTION

<p>TERMS</p> <p>I have authority to order the work certified above which has been satisfactorily completed.</p> <p>CUSTOMER SIGNATURE _____ DATE _____</p>	<p>LIMITED WARRANTY: All materials, parts, and equipment are warranted by the manufacturers' or suppliers' written warranty only. All labor performed by the above named company is warranted for 30 days or as otherwise indicated in writing. The above named company makes no other warranties, express or implied, and its agents or technicians are not authorized to make any such warranties on behalf of above named company.</p>	TOTAL SUMMARY	
		TOTAL MATERIALS	
		TOTAL LABOR	
		TAX	
		TOTAL	<u>1750.00</u>

Reviewed by: JGH City Administrator
 City Attorney

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

PRESENTED BY: Dan Newton, Public Works Director

SUBJECT: **Resolution Number 17-5416** authorizing a street closure in support of the Annual Lassen Land & Trails Trust, Rails to Trails Festival and Handcar Races on October 7, 2017, 8:00 A.M. to 4:00 P.M.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: Lassen Land & Trails Trust in partnership with Lassen County Chamber of Commerce requests City Council support for the Annual Rails to Trails Festival and Handcar Races. Lassen Land & Trails Trust is requesting closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 7, 2017, from 8:00 am to 4:00 pm.

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

Public Works Dept. Estimate Costs \$690

ACTION REQUESTED: Motion to adopt Resolution Number 17-5416 authorizing a street closure of Richmond Road from Cypress Street to North Railroad Avenue in support of the Annual Lassen Land & Trails Trust, Rails to Trails Festival and Handcar Races on October 7, 2017, 8:00 A.M. to 4:00 P.M.

ATTACHMENTS: Resolution Number 17-5416
Letter of request submitted by Lassen Land & Trails Trust

RESOLUTION NUMBER 17-5416
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING CLOSURE OF RICHMOND ROAD FROM CYPRESS STREET TO
NORTH RAILROAD AVENUE ON SATURDAY, OCTOBER 7, 2017, FROM 8:00 AM
TO 4:00 PM FOR THE ANNUAL RAILS TO TRAILS FESTIVAL AND HANDCAR
RACES

WHEREAS, Lassen Land & Trails Trust in partnership with Lassen County Chamber of Commerce has requested support of the Rails to Trails Festival and Handcar Races event on October 7, 2017, from 8:00 am to 4:00 pm; and

WHEREAS, Lassen Land & Trails Trust has requested the closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 7, 2017, from 8:00 am to 4:00 pm; and

WHEREAS, closure of a city street should be executed by trained and competent city staff, at an estimated cost of \$690.

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

- 1) The City of Susanville supports and approves the Annual Rails to Trails Festival and Handcar Races to be held Saturday, October 7, 2017, from 8:00 am to 4:00 pm, sponsored by Lassen Land & Trails Trust in partnership with the Lassen County Chamber of Commerce.
- 2) The City Council authorizes the closure of Richmond Road from Cypress Street to North Railroad Avenue on Saturday, October 7, 2017, from 8:00 am to 4:00 pm, for the event.

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

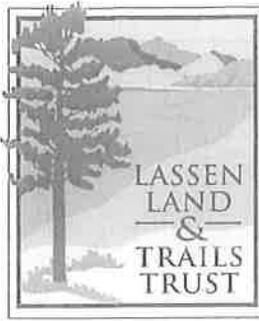
The foregoing **Resolution No. 17-5416** was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of October 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney



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

September 7, 2017

City of Susanville Public Works Department
66 North Lassen Street
Susanville, CA 96130

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

Lassen Land and Trails Trust is partnering with the Lassen County Chamber of Commerce to present the 24th Annual Rails to Trails Festival and Handcar Races on October 7, 2017 at the Historic Susanville Railroad Depot Interpretive Visitor Center, 601 Richmond Road.

We are requesting:

- Road closure from 8:00 a.m. to 4:00 p.m. on Richmond Road just south of North Railroad and north of Cypress Street, along the depot street frontage on Saturday, October 8, 2016.
- Use of six (6) of the City's folding barricades and two detour signs to aid the flow of traffic around the event during festival hours, 10:00 a.m. to 4:00 p.m. Placement will be just south of North Railroad (2), just north of Cypress Street (2) on Richmond Road, at the corner of Parkview and North Railroad (2) to prevent parking where we need to ensure clear visibility and access for emergency vehicles on a hazardous corner, one Richmond just north of North Railroad to, again, prevent parking in a restricted area. The Trust's volunteers can place the barricades in the correct locations and at the correct times, if the barricades can be delivered to the Historic Railroad Depot before end of business day on Friday October 7, 2016, so that they are secured overnight.

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

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

Sincerely,

A handwritten signature in cursive script that reads "Amy Holmen". The signature is written in dark ink and is positioned above the printed name and title.

Amy Holmen
Project Manager

Reviewed by: YH City Administrator
_____ City Attorney

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

Submitted by: Kristin Shepard, Administrative Specialist

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

PRESENTED BY: Dan Newton, Public Works Director

SUBJECT: **Resolution Number 17-5429** supporting Veterans of Foreign Wars Annual Veterans Day Parade on Saturday, November 11, 2017, and authorizing the Public Works Director to submit an application for a Caltrans encroachment permit for the event.

PRESENTED BY: Dan Newton, Public Works Director

SUMMARY: The Veterans of Foreign Wars (VFW) requests City Council support for the Annual Veterans Day Parade. The VFW is requesting closure of Main Street (State Route 36) from Fair Drive to the Veterans Memorial Building located at 1205 Main Street and Fair Drive between Russell Avenue and Main Street on Saturday, November 11, 2017, from 11:00 am to 12:00 pm.

This event requires two (2) Public Works Department, Street Division, crewmembers to sweep Main Street (State Route 36) before and after the event and six (6) additional Public Works Department employees to set up and take down traffic control signs, and assist seven (7) Police Officers with traffic control.

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

FISCAL IMPACT: Veterans Day Parade: November 11, 2017

Public Works Dept. Estimate Costs	\$1,800
Police Dept. Estimated Costs	<u>\$ 875</u>
TOTAL ESTIMATED COST	\$2,675

ACTION REQUESTED: Motion to approve Resolution Number 17-5429 supporting Veterans of Foreign Wars Annual Veterans Day Parade on Saturday, November 11, 2017, and authorizing the Public Works Director to submit an application for a Caltrans encroachment permit for the event

ATTACHMENTS: Resolution 17-5429
VFW Letter of Request



WILLIAM DAVIDSON POST NO. 2381
1205 Main Street
Susanville, California 96130

Susanville Public Works Dept.
SEP 15 2017
RECEIVED

15 September 2017

Dan Newton
City of Susanville Public Works
720 South Street
Susanville, CA 96130

Dear Mr. Newton,

The Lassen County Veterans Association which is comprised of Veterans of Foreign Wars, William Davidson, Post 2381 and the American Legion, Thomas Tucker, Post 204 request the closure of Fair Drive and Highway 36 (Main Street). This temporary closure is for the Veterans Day parade scheduled on Saturday, 11 November 2017. The parade will begin at the National Guard Armory at 11:00 am and proceed from the gate down at Fair Drive to Main Street and up to the Veterans Memorial Building. The Veterans Memorial Building is located at 1205 Main Street, directly across from the Lassen High School. It is anticipated that the parade participants will start to gather at 10:15 am.

Thank you for your assistance and if you have any questions please contact the Post Adjutant/Quartermaster Ronald Wood at (530) 310-0428.

Sincerely,

A handwritten signature in cursive script that reads "Ronald C. Wood".

FOR James Dandois
Post Commander

NO ONE DOES MORE FOR VETERANS.

RESOLUTION NUMBER 17-5429

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE SUPPORTING CLOSURE OF MAIN STREET (STATE ROUTE 36) FROM FAIR DRIVE TO THE VETERANS MEMORIAL BUILDING LOCATED AT 1205 MAIN STREET ON SATURDAY, NOVEMBER 11, 2017, FROM 11:00 AM TO 12:00 PM; AUTHORIZING CLOSURE OF FAIR DRIVE FROM RUSSELL AVENUE TO MAIN STREET; AND AUTHORIZING PUBLIC WORKS DIRECTOR TO SUBMIT AN APPLICATION FOR A CALTRANS ENCROACHMENT PERMIT FOR THE VETERANS OF FOREIGN WARS VETERANS DAY PARADE

WHEREAS, the Veterans of Foreign Wars has requested City Council support of the Annual Veterans Day Parade to be held on Saturday, November 11, 2017, from 11:00 am to 12:00 pm; and

WHEREAS, the Veterans of Foreign Wars has requested the closure of Fair Drive from Russell Avenue to Main Street for the duration of the event; and

WHEREAS, the Veterans of Foreign Wars has requested the closure of Main Street (State Route 36) from Fair Drive to the Veterans Memorial Building located at 1205 Main Street for the event; and

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

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

1. The City of Susanville supports the Veterans of Foreign Wars Annual Veterans Day Parade to be held on Saturday, November 11, 2017, from 11:00 am to 12:00 pm; and
2. The City supports the closure of Main (State Route 36) from Fair Drive to the Veterans Memorial Building located at 1205 Main Street and authorizes the closure of Fair Drive from Russell Avenue to Main Street from 11:00 am to 12:00 pm on Saturday, November 11, 2017, for the event.
3. The City Council authorizes the Public Works Director to submit an application for a Caltrans Encroachment Permit for the closure of Main Street (State Route 36) for the event as required.

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 17-5429** was adopted at a regular meeting of the City Council of the City of Susanville, held on the 04th day of October 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney



Susanville Public Works Dept.
SEP 15 2017
RECEIVED

WILLIAM DAVIDSON POST NO. 2381
1205 Main Street
Susanville, California 96130

15 September 2017

Dan Newton
City of Susanville Public Works
720 South Street
Susanville, CA 96130

Dear Mr. Newton,

The Lassen County Veterans Association which is comprised of Veterans of Foreign Wars, William Davidson, Post 2381 and the American Legion, Thomas Tucker, Post 204 request the closure of Fair Drive and Highway 36 (Main Street). This temporary closure is for the Veterans Day parade scheduled on Saturday, 11 November 2017. The parade will begin at the National Guard Armory at 11:00 am and proceed from the gate down at Fair Drive to Main Street and up to the Veterans Memorial Building. The Veterans Memorial Building is located at 1205 Main Street, directly across from the Lassen High School. It is anticipated that the parade participants will start to gather at 10:15 am.

Thank you for your assistance and if you have any questions please contact the Post Adjutant/Quartermaster Ronald Wood at (530) 310-0428.

Sincerely,

A handwritten signature in cursive script that reads "Ronald C. Wood".

FOR James Dandois
Post Commander

NO ONE DOES MORE FOR VETERANS.

Reviewed by: GH City Administrator
____ City Attorney

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

Submitted by: Rebecca Sanchez, Administrative Assistant

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 17-5430 amending 2017/2018 Out of Area Fires budget

PRESENTED BY: James M. Moore, Fire Chief

SUMMARY: California Office of Emergency Services OES Engine 8335 has been deployed since July 8, 2017 with nine personnel on six separate fires within the State. The adopted 2017/2018 Fire Department budget for Out of Area Fires is \$150,000 in revenues and \$120,000 in expenditures. Due to the number of incidents, expenditures are exceeding the current budget amount and it is estimates that there will be additional expenditures for the 2017 fire season. In order to reimburse personnel for providing fire suppression services, it is necessary to increase both revenues and expenditures in the Out of Area Fires budget by \$80,000 to cover the cost of providing personnel and equipment resources to help mitigate the emergencies.

FISCAL IMPACT: Increase to fire department 2017/2018 Out of Area Fires revenues and expenditures budget by \$80,000 to \$230,000 in revenue and \$200,000 in expense.

ACTION REQUESTED: Motion to approve Resolution No. 17-5430 and increase the fire department 2017/2018 Out of Area Fires revenues and expenditures budgets by \$80,000.

ATTACHMENTS: Resolution No. 17-5430

RESOLUTION NO. 17-5430
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
INCREASING THE FIRE DEPARTMENT OUT OF AREA FIRES BUDGET
FOR FISCAL YEAR 2017-2018

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

WHEREAS, the Susanville Fire Department deployed California Office of Emergency Services OES Engine 8335 on July 8, 2017 with nine personnel on six separate fires within the State; and

WHEREAS, \$120,000 was budgeted in fiscal year 2017/2018 for Out of Area fires; and

WHEREAS, estimated revenues from the Office of Emergency Services are in excess of the \$150,000 in revenue budgeted for fiscal year 2017/2018; and

WHEREAS, in order to reimburse personnel for providing fire suppression services, it is necessary to increase both revenues and expenditures in the Out of Area Fires budget by \$80,000 for the fiscal year 2017-2018.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville authorizes an increase to the Fire Department Out of Area Fires budget \$80,000 for fiscal year 2017-2018.

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5430 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of October 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by: YH City Administrator
 ___ City Attorney

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

Submitted by: Deborah Savage, Finance Manager

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5431** Approving and authorizing the City Administrator to execute an agreement for banking services to Tri-Counties Bank for a term of five years

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: On August 17, 2017 the City released a Request for Proposal (RFP) for banking services. The RFP was placed on the City website and individual letters were mailed to the three banking establishments within the City inviting them to submit an RFP by the deadline of September 8, 2017. The City received one submittal from Tri-Counties Bank. If the Council approves awarding the proposal to Tri-Counties Bank, the City anticipates an estimated annual savings in banking fees of \$9,600 compared to our current banking arrangement.

The City also received a call from another banking institution that was not able to meet the RFP deadline due to an internal issue. The City cannot accept late submissions, however the Council does have the option of rejecting this submission and issuing a new RFP for banking services to allow for additional submissions. The City will need to have a new banking establishment selected by November 14, 2017.

FISCAL IMPACT: Estimated annual savings of \$9,600 in banking fees

ACTION REQUESTED: Motion to adopt Resolution No. 17-5431 – Approving and authorizing the City Administrator to execute an agreement for banking services to Tri-Counties Bank for a term of five years or reject the current proposal and re-issue the RFP to allow for additional submissions.

ATTACHMENTS: Tri-Counties Bank RFP Total Cost Proposal
Various Banking Services Agreements
Resolution No. 17-5431

RESOLUTION NO. 17-5431
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE
AGREEMENT FOR BANKING SERVICES TO TRI-COUNTIES BANK FOR A TERM
OF FIVE YEARS.

WHEREAS, the City of Susanville is in need of a local banking facility to handle its daily deposits of currency; and

WHEREAS, the City issued a Request for Proposals (RFP) for banking services to the local banking facilities; and

WHEREAS, Tri-Counties Bank responded to the RFP with their best proposal;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville hereby approves and authorizes the City Administrator to execute an agreement for banking services to Tri-Counties Bank for a term of five years.

APPROVED: _____
Kathie Garnier, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5431 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of October 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney



Request for Proposal
for
Banking Services
Total Cost Proposal

Prepared By:





September 8, 2017

City of Susanville
Deborah Savage
66 North Lassen Street
Susanville, CA 96130

Dear Ms. Savage:

Thank you for allowing Tri Counties Bank the opportunity to provide a proposal to the City of Susanville. We acknowledge receipt of your original Request for Proposal dated August 21, 2017.

Tri Counties Bank has a strong and local presence in the City of Susanville and we feel our bank would be able to meet the needs of the City with putting a focus on the community. Throughout this proposal you will find we strive for excellence in community banking while maintaining a large product and service offering.

The items in this proposal stand until the expiration date of December 31, 2017, and if executed, will remain in effect for five (5) years with an option for the City to extend for five (5) additional one-year terms.

Attached you will find the Total Cost Proposal. We are both empowered to submit the bid and authorized to sign the contract with the City.

Please direct any questions or inquiries regarding this Total Cost Proposal directly to the both of us. Again, we thank you and value this opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read "Bobbie Holman".

Bobbie Holman
Branch Manager
Susanville Branch
(530) 257-4151
robertaholman@tcbk.com

A handwritten signature in black ink, appearing to read "Jennifer Wallen".

Jennifer Wallen
Treasury Management Officer
Northern Region
(530) 722-2251
jenniferwallen@tcbk.com



ANALYSIS PRICING

Tri Counties Bank used the account activity volumes and balance detailed by the City of Susanville in the RFP to create this monthly pricing proposal. Attached you will find a breakdown of pricing on our Analysis Proforma.

Monthly Cost before ECR	\$797.31	
Net Monthly Service Charge	<u>\$694.12</u>	
Assumed Average Collected Balance	\$300,000	
Tiered Earnings Credit Rates	<u>Balance</u>	<u>Rate</u>
	\$0 - \$99,999	0.30%
	\$100,000 - \$499,999	0.35%
	\$500,000 - \$999,999	0.45%
	\$1,000,000 +	0.55%

Analysis Business Checking Product Disclosure

If you have questions about your account, please visit your local Branch or call us at 1-800-922-8742.

RATE INFORMATION

Variable Earnings Credit Rate

Your account earns a credit which can offset the cost of services provided in conjunction with your account, such as Monthly Maintenance Fees and service fees.

This is a multi-tier variable rate earnings credit account. That means that we will apply a different earnings credit rate to your account each month based on the monthly average book balance, less a 10% reserve, that you maintain in your account. The following earnings credit table applies to your account.

Average Book Balance, less a 10% reserve	Earnings Credit Rate
\$0.00 to \$99,999.99	0.30%
\$100,000.00 to \$499,999.99	0.35%
\$500,000.00 to \$999,999.99	0.45%
\$1,000,000.00 or more	0.55%

Each month's earnings credit for your account depends upon the applicable rate tier.

Determination of Rate

At our discretion, we may change the earnings credit rate on your account.

Frequency of Rate Changes

We may change the earnings credit rate on your account at any time.

EARNINGS METHODOLOGY

Crediting

The applicable earnings credit rate is applied to your account's monthly average book balance less a 10% reserve.

Determining Your Account's Average Book Balance

Your account's qualifying average book balance is calculated in each statement cycle by determining the mean of each day's balance of funds on deposit, prior to any adjustments for uncollected funds.

Account earnings are calculated monthly and may only be applied against that month's account maintenance and service fees. Earnings credits in excess of fees do not carry forward to the next month and do not compound. Earnings credits are not paid directly to you and are not deposited into your account.

MINIMUM BALANCE REQUIREMENTS

Minimum Opening Deposit Requirement

You must deposit \$100.00 to open this account.

Monthly Maintenance Fee

A Monthly Maintenance Fee of \$15.00 will be charged each monthly statement cycle.

E-NA-0110 (Rev 2/16/17) Tri Counties Bank, Analysis Business Checking MEMBER FDIC

FEES

Checks Deposited (On Us or Foreign Items)..... \$0.10 each
 Service Charge Debits..... \$0.13 each
Includes checks written, as well as electronic payments and transfers (including debits made by ATM, ACH, Wire, Debit Card, and telephone, online, or mobile banking).

Service Charge Credits..... \$1.25 each
Includes deposits made in person or by ATM, armored provider, lockbox, or remote capture.

Currency Processing (Cash Handling).....\$0.125 per \$100
To determine the currency processing fee each statement cycle, the total amount of currency and coin provided or deposited is divided by 100 and multiplied by \$0.125.

Additional Fees for Cash Vault Services (armored carrier users)

Deposit Adjustments..... \$2.00 each
 Change Orders..... \$5.00 each
 Coin Services:
 Coin Bag Deposits-Standard \$3.00 each
 Coin Bag Deposits-Non-Standard \$5.00 each
 Coin Furnished-Rolls..... \$0.15 each
 Coin Furnished-Box \$5.50 each

Additional Fees for Smart Safe Services

Safe Monthly Maintenance.....\$50.00
 Daily Provisional Credit \$0.50 each

Please see the Business Fee Schedule for all other service fees which may be applicable to this account.

You may choose either for the Bank to retain checks (Check Safekeeping) or to receive check copies (images) with each periodic statement; neither option includes an additional monthly fee. In addition, check copies may be viewed and printed via online banking at no additional charge. Paper copies are also available from any Branch for an additional fee.

If you elect to use Business Online Banking, Business Mobile Banking or other online or mobile services, separate fees may also apply that are described in applicable agreements.

For details on conditions under which an overdraft fee will be charged, please see our Business Overdraft Privilege Disclosure.

ADDITIONAL TERMS AND CONDITIONS

For additional terms and conditions that apply to this account, refer to the Business Deposit Account Agreement and Disclosures and the Business Fee Schedule, including our right to amend, modify, add to, or delete the terms of your account.



PROFORMA FOR CALCULATING ACCOUNT ANALYSIS

Customer Name: City of Susanville

Date: _____

NUMBER OF DAYS IN MONTH: 31		<i>All yellow areas must be filled in to calculate.</i>			
Activity Description	Unit Price	Volume	Total Cost	Bal. Equivalent	
Account Monthly Maintenance Fee	\$15.00	1	\$15.00	\$43,608.88	
Service Charge Debits	\$0.13	537	\$69.81	\$202,955.71	
Service Charge Credits	\$1.25	22	\$27.50	\$79,949.61	
Checks Deposited	\$0.10	3000	\$300.00	\$872,177.54	
Currency Deposited/Provided	\$1.25 (per \$1000)	50	\$62.50	\$181,703.65	
Charge Back/Returned Checks	\$10.00		\$0.00	\$0.00	
Stop Payments	\$27.00		\$0.00	\$0.00	
BusinessVue Stop Payments	\$17.50		\$0.00	\$0.00	
Incoming Wires	\$15.00		\$0.00	\$0.00	
Outgoing Domestic Wires In-Branch	\$30.00		\$0.00	\$0.00	
Outgoing International Wires In-Branch	\$35.00		\$0.00	\$0.00	
BusinessVue Wire Initiation Monthly Fee	\$10.00	1	\$10.00	\$29,072.58	
BusinessVue Wire Additional Accounts	\$5.00		\$0.00	\$0.00	
Outgoing Domestic Wires w/BusinessVue	\$12.50	5	\$62.50	\$181,703.65	
Outgoing International Wires w/ BusinessVue	\$20.00		\$0.00	\$0.00	
ACH Credits Origination Monthly Fee	\$25.00	1	\$25.00	\$72,681.46	
ACH Debits Origination Monthly Fee	\$25.00	1	\$25.00	\$72,681.46	
ACH Origination Additional Accounts	\$5.00		\$0.00	\$0.00	
Express Deposit Capture Monthly Fee	\$25.00		\$0.00	\$0.00	
Express Deposit Capture per Scanner	\$25.00		\$0.00	\$0.00	
Express Deposit Capture Additional Accounts	\$5.00		\$0.00	\$0.00	
Lockbox Monthly Maintenance Fee	\$100.00		\$0.00	\$0.00	
Lockbox per Transaction	\$0.30		\$0.00	\$0.00	
Lockbox Hand Keyed Items	\$0.04		\$0.00	\$0.00	
Positive Pay Check & ACH	\$125.00		\$0.00	\$0.00	
Positive Pay Check & ACH with Payee Match	\$150.00		\$0.00	\$0.00	
Positive Pay Full Package	\$200.00	1	\$200.00	\$581,451.69	
Positive Pay Additional Accounts	\$5.00		\$0.00	\$0.00	
Positive Pay Addenda Reporting	\$25.00		\$0.00	\$0.00	
Positive Pay Reconciliation	\$25.00		\$0.00	\$0.00	
Cash Vault per Deposit	\$3.00		\$0.00	\$0.00	
Cash Vault Cash Deposited	\$1.25 (per \$1000)		\$0.00	\$0.00	
Cash Vault per Change Order	\$3.00		\$0.00	\$0.00	
Cash Vault Change Order Handling	\$1.25 (per \$1000)		\$0.00	\$0.00	
Cash Vault Provisional Credit	\$100.00		\$0.00	\$0.00	
Other			\$0.00	\$0.00	
Other			\$0.00	\$0.00	
TOTAL OF ACTIVITY CHARGES:			\$797.31	\$2,317,986.24	

BALANCE INFORMATION

AVERAGE LEDGER BALANCE:	\$300,000.00
AVERAGE FLOAT:	
AVERAGE AVAILABLE BALANCE:	\$300,000.00

EARNINGS CREDIT SUMMARY

AVERAGE POSITIVE AVAILABLE BALANCE:	\$300,000.00
NUMBER OF DAYS POSITIVE POSITION:	31
RESERVES AT :	10.000% \$30,000.00
INVESTABLE BALANCE:	\$270,000.00
EARNINGS CREDIT FOR INVESTABLE BALANCE AT:	0.4500% \$103.19
EARNINGS CREDIT:	\$103.19
TOTAL ACTIVITY CHARGES:	\$797.31
LESS INTEREST PAID:	
NET ACCOUNT ANALYSIS:	-\$694.12

Please note: The volumes, balances and pricing in this proforma are estimates based on the bank statements reviewed by Tri Counties Bank and are subject to change. Please refer to the Analysis Business Checking Product Disclosure (NA-0110) and Business Fee Schedule (ADV-1B) for detailed descriptions.

File # _____



TRI COUNTIES BANK

CONTRACT FOR DEPOSIT OF MONEYS

THIS CONTRACT, relating to the deposit of moneys, made as of the _____ day of _____, 20____ between _____ (hereinafter designated "Treasurer") acting in official capacity as _____ ("Treasurer," "Finance Director," etc.) of _____ (hereinafter designated "Depositor"), and Tri Counties Bank (hereinafter designated "Depository"), having a paid-up capital and surplus in excess of Five Hundred Million Dollars (\$500,000,000).

WITNESSETH:

WHEREAS, the Treasurer proposes to deposit in the Depository from time to time, commencing on _____, 20____ moneys in his/her custody in an aggregate amount on deposit at any one time not to exceed _____ Dollars (\$ _____); or the total of the paid-up capital and surplus of the Depository, whichever is the lesser amount, and said moneys will be deposited subject to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code of the State of California; and

WHEREAS, said provisions of the Government Code require the Treasurer to enter into a contract with the Depository setting forth the conditions upon which said moneys are deposited; and

WHEREAS, in the judgment of the Treasurer, this contract is to the public advantage;

NOW, THEREFORE, it is agreed between the parties hereto as follows:

1. This contract cancels and supersedes any previous contracts between the Treasurer and the Depository relating to the method of handling and collateralization of deposits of moneys.
2. This contract, but not deposits then held hereunder, shall be subject to termination by the Treasurer or the Depository at any time upon 30 days' written notice. Deposits may be withdrawn in accordance with the agreement of the parties and applicable federal and state statutes, rules and regulations. This contract is subject to modification or termination upon enactment of any statute, rule or regulation, state or federal, which, in the opinion of the Administrator of Local Agency Security, is inconsistent herewith, including any change relative to the payment of interest upon moneys so deposited by the Treasurer.
3. Interest shall accrue on any moneys so deposited as permitted by any act of the Congress of the United States or by any rule or regulation of any department or agency of the Federal Government adopted pursuant thereto. If interest may legally be paid, all moneys deposited in accordance with this contract shall bear interest at a rate agreed upon by the Treasurer and the Depository.
4. The Depository shall issue to the Treasurer at the time of each inactive deposit a receipt on a form agreed to by the Depository and the Treasurer, stating the interest to be paid, if any, the duration of the deposit, the frequency of interest payments, and the terms of withdrawal. Each such deposit receipt is by reference made a part of this contract.

5. As security for said deposit, the Depository shall at all times maintain with the Agent of Depository named herein, commencing forthwith, eligible securities having a market value at least 10% in excess of the actual total amount of local agency moneys on deposit with the Depository. If any eligible security is determined by the Administrator of Local Agency Security of the State of California in accordance with Government Code Section 53661 to be not qualified to secure public deposits, additional security shall be substituted immediately by the Depository, as necessary, to comply with the requirements of this Paragraph.
6. Eligible securities are those listed in Government Code Section 53651.
7. The Agent of Depository, authorized by the Treasurer and the Depository to hold the eligible securities posted as collateral under this contract is **Union Bank**. Said Agent of Depository has filed with the Administrator of Local Agency Security of the State of California an agreement to comply in all respect with the provisions of Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code. A copy of this agreement is attached hereto.
8. Authority for placement of securities for safekeeping in accordance with Government Code Section 53659 is hereby granted to the Agent of Depository, including placement with any Federal Reserve Banks or branches thereof, and the following banks, other than the Depository, located in cities designated as reserve cities by the Board of Governors of the Federal Reserve System:
9. If the Depository fails to pay all or part of any deposits of the Treasurer which are subject to this contract when ordered to do so in accordance with the terms of withdrawal set forth on the deposit receipt (which is by reference made a part hereof), the Treasurer will immediately notify, in writing, the Administrator of Local Agency Security. Action of the Administrator in converting the collateral required by Paragraph 5 above for the benefit of the Treasurer is governed by Government Code Section 53665.
10. The Depository may add, substitute or withdraw eligible securities being used as security for deposits made hereunder in accordance with Government Code Section 53654, provided the requirements of Paragraph 5 above are met.
11. The Depository shall have and hereby reserves the right to collect the interest on the securities, except in cases where the securities are liable to sale or are sold or converted in accordance with the provisions of Government Code Section 53665.
12. The Depository shall bear the expenses of transportation of eligible securities maintained as collateral to and from the designated Agent of Depository.
13. This contract, the parties hereto, and all deposits governed by this contract shall be subject in all respects to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code, and of all other state and federal laws, statutes, rules and regulations applicable to such deposits, whether now in force or hereafter enacted or promulgated, all of which are by this reference made a part hereof.

IN WITNESS WHEREOF, the Treasurer in his/her official capacity has signed this contract in duplicate and the Depository has caused this contract to be executed in like number by its duly authorized officers.

TREASURER:

DEPOSITORY: Tri Counties Bank

By _____ By _____

By _____ By _____

View Only - Complete pages 1 and 2. One signer required.

 Complete Legal Business Name

 Authorized Signer

 Federal Tax ID Number

 Phone Number

 Alt Phone Number

 Fax Number

 Email Address * REQUIRED

✓ Business Type

- | | |
|---|---|
| <input type="checkbox"/> Corporation / S Corporation / Non-Profit Corporation | <input type="checkbox"/> General Partnership |
| <input type="checkbox"/> Limited Partnership | <input type="checkbox"/> Limited Liability Company |
| <input type="checkbox"/> Limited Liability Partnership | <input type="checkbox"/> Individual / Sole Proprietor |
| <input type="checkbox"/> Lodge / Association | <input type="checkbox"/> State Bar Trust Account |
| <input type="checkbox"/> Public Funds | |

 Business Online Banking Account # or Client Number

This Agreement, together with the attached schedules, consisting of the total number of pages set forth below, along with the Business Online Banking User Terms and Conditions (collectively, the "Agreement"), constitutes the agreement under which Tri Counties Bank ("We/Us") will provide electronic cash management services to the business named above ("Customer" or "You/Your"). By your signature below, you agree to the terms and conditions set forth in the Agreement, and any attached schedules. A current copy of the Business Online Banking User Terms and Conditions will be provided to you on account approval and is available for review and printing at TriCountiesBank.com. Further, your signature hereto constitutes your representation and warranty that any financial information you provided to us in connection with your application for cash management services is true and correct, and that such information provided in the future that we may request shall also be true and correct as of the date provided.

This Agreement has attached, the following Schedules which further describe and authorize your Business Online Banking Features:

- Schedule 1: Account Setup
- Schedule 2: Senior Admin Designation
- Schedule 3: Service Fees & Charges
- Schedule 4: QuickBooks™ Export
- Schedule 5: Business Bill Pay

Dated: _____

Internal Use Only
Business Online Banking Customer:
Tri Counties Bank Representative

 X
 Authorized Signature

 X
 Authorized Signature

Printed Name: _____

Dated: _____

Additional Signers on Account

 X
 Signature of

 Prepared by – Tri Counties Bank



Business Online Banking

Disclosure Regarding Electronic Fraud Risk

Complete Legal Business Name

Street Address

Mailing Address, if Different

City, State Zip

By your signature below, you hereby acknowledge that there are inherent risks in financial transactions conducted over the Internet. Tri Counties Bank uses industry standard practices to ensure the security of your transactions and data. However, the Bank cannot directly monitor your electronic systems and network connections for which you agree to accept the entire responsibility. Any electronic transactions submitted through the Business Online Banking system which are deemed authorized by using the accepted login, password, security challenge and ID token(s) are deemed transactions authorized by you, whether or not such transactions were in fact initiated by you. The Bank's ability to reverse electronic transactions which are initiated by fraudulent means is extremely limited (and in many instances is impossible). Even if you immediately inform the Bank of an unauthorized debit to your account(s), the Bank may not be able to reverse such debit, and unless the Bank's systems are at fault, the financial loss will be entirely yours. The Bank's ability to determine the source of such fraudulent activity is also extremely limited. You are advised to be certain of the integrity of your systems before using Business Online Banking and also determine whether you should obtain appropriate insurance coverage to protect against unrecoverable losses. We remind you that the Business Online Banking User Terms and Conditions contains, in part, the following provisions which govern your Business Online Banking use: *"You agree to be solely responsible for your security procedures using the Business Online Banking System. You will adopt internal control procedures to protect the integrity and security of your access to the system and you acknowledge that you have not relied on Tri Counties Bank for advice with respect to such internal controls. You hereby assume full responsibility for any unauthorized access to the Business Online Banking System that resulted from a failure of your internal controls. We will provide initial training to set up access to the Business Online Banking System. We can assist with implementing your internal controls by setting Account access limits for specific Designated Users, if requested. You agree that transactions conducted under the passwords and User IDs you provide together with applicable token codes shall be deemed authentic payment orders binding on you and us. You will be responsible for all transactions made through the User ID, password and token security system, regardless of whether such transactions were authorized. We are not liable for unauthorized use of the Business Online Banking System or for any losses that may result. You will notify us immediately in the case of a lost or stolen token, or if you believe that a User ID and/or password has been used without your permission, or under any other circumstances where access rights need to be changed or terminated."*

Accepted and agreed.

Dated: _____

Internal Use Only

Business Online Banking Customer:

Tri Counties Bank Representative

X

Authorized Signature

X

Authorized Signature

Printed Name: _____

Dated: _____

Schedule 2 – Senior Administrator Designation

Complete Legal Business Name

You have designated the Senior Administrator named below to be responsible for coordination and monitoring your use of the Business Online Banking System Features selected in this Agreement by the Designated Users you will identify from time to time. Senior Administrator named below, by his/her signature hereby accepts the responsibility for same on your behalf.

Senior Administrator Name:
(Primary Online Banking User)

Printed Name

Email Address * **REQUIRED***

Date of Birth

Last 4 of SS# & Mother's Maiden Name

X

Senior Administrator Signature *REQUIRED*

Date

You hereby approve the foregoing appointment of your Senior Administrator and confirm the same by your signature hereto:

Dated: _____

Business Online Banking Customer:

X

Authorized Signature

Printed Name: _____

Complete Legal Business Name

Fees for the Business Online Banking System access are debited monthly from the account identified in your Business Online Banking Authorization. These fees are in addition to any fees and service charges otherwise applicable to your Account(s). Applicable Fees are described in the Bank's current Business Fee Schedule as may be modified from time to time.

You agree to the Business Fee Schedule as modified from time to time and hereby authorize us to deduct these charges directly from the account designated on Page 1 of this Business Online Banking Authorization and Agreement. You also agree to pay any additional reasonable charges for Features you request that are not covered by this Agreement and which we may provide.

Business Online Banking
Schedule 4 – QuickBooks™ Export

QuickBooks™ Export

You may use the QuickBooks™ Export feature of Business Online Banking to import your Business Online Banking data file into the Intuit QuickBooks program. This function can be initiated from within QuickBooks or the Business Online Banking System. In either case, your copy of QuickBooks must be running on your PC. It is your responsibility to make a backup of your QuickBooks data file before you use the export function. Failure to do so could cause data loss in the event the export function fails. You cannot export a file more than once in order to prevent duplication. To use this feature you must have a current installed version of QuickBooks on your PC. We cannot provide QuickBooks support for any other feature other than the export function.

Business Online Banking
Schedule 5 – Business Bill Pay

Business Bill Pay

Tri Counties Bank Business Bill Pay service can be accessed via the Bill Pay button in the Business Online Banking System. "Cut-Off Time" is 1:00 PM Pacific Time. Use of the Business Bill Pay Service is subject to the terms and conditions of the Tri Counties Bank Online Access Agreement and the Business Fee Schedule, as modified from time to time.

Accept Bill Pay Service Decline Bill Pay Service

Dated: _____

Business Online Banking Customer:

X _____

Authorized Signature

Printed

Name: _____


tri counties bank
 Business Online Banking
 Treasury Sub User Enrollment Form

***Required Fields** Please Do Not use this form to change the Senior Admin. Complete a Senior Admin. form contained in the CM-12.

*Client Name: _____ *Company Tax ID: _____ *Admin Access for User: YES <input type="checkbox"/> NO <input type="checkbox"/> Mirror Access of Existing User: YES <input type="checkbox"/> Existing User to Mirror: (Complete only the required fields if mirroring)	*User's Full Name: _____ *User's Email: _____ *User's Phone # (s): _____ *User's Tax ID: _____ *User's DOB: _____ *User's MMN: _____
<input type="checkbox"/> New User <input type="checkbox"/> Updated Form (Supersedes Prior Document) <input type="checkbox"/> Additional Form	

Transfer Access:	YES <input type="checkbox"/> NO <input type="checkbox"/>	APPROVAL REQUIRED <input type="checkbox"/>
Bill Pay Access:	YES <input type="checkbox"/> NO <input type="checkbox"/>	APPROVAL REQUIRED <input type="checkbox"/> (Client must be enrolled)

Treasury Services-(Client must be enrolled)

Account Number	Account Type	ACH		Wire		Positive Pay User (See additional form)	Lock Box User (See additional form)
		Initiate	Approval Required	Initiate	Approval Required		
		<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO				
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

ACH Sub-User limit: (If less than Client) \$	ACH Approver: YES <input type="checkbox"/> NO <input type="checkbox"/>
Wire Sub-User limit: (If less than Client) \$	Wire Approver: YES <input type="checkbox"/> NO <input type="checkbox"/>

By signing below, I agree to the terms and conditions within the Business Online Banking, Mobile Banking, Bill Pay and Related Service Agreement.

Authorized Signer:	Date:
User Signature:	Date:

BRANCH USE ONLY

Prepared By:	Date:	Branch #
--------------	-------	----------

CASH MANAGEMENT USE ONLY

User Access ID:			
Completed By:	Date:	Reviewed By:	Date:

Complete Legal Business Name

Client Number

Wire Transfers

A *Wire Transfer* request transmits the data necessary to affect a wire transfer from an Account to which the Designated User has access. In order to be processed on a same-day basis, wire transfer requests must be received by us on a Business Day by no later than 1:00 pm Pacific Time. Any wire transfer request received after that time will be processed on the next Business Day. The Bank has the right to reject any wire request if there are insufficient collected funds available in the Account(s). There are no wire transfer capabilities available for Certificate of Deposit Account(s) or an available Line of Credit. Transaction limitations apply for savings or money market investment accounts to another account or to third parties and are limited to six per statement cycle. A wire transfer fee is assessed for each wire that is requested and processed through the Business Online Banking System.

Account Numbers

Primary Account Number for Wire Transfers: _____

Additional Account Number for Wire Transfers: _____

DATED: _____

Business Online Banking Customer:

X

Authorized Signature

Printed Name: _____

Daily Limits:

Domestic: _____

International: _____

Complete Legal Business Name _____

Client Number _____

You hereby authorize the Depository listed below, to initiate ACH credit and/or debit entries and to initiate, if necessary, adjustments for any entries in error to the Account(s) having access through Business Online Banking. You acknowledge that the origination of ACH transactions to the Account(s) must comply with the provisions of the Business Online Banking User Terms and Conditions, NACHA Rules and applicable law. You will not initiate an ACH entry that is part of a payment transaction involving a financial agency's office that is not located in the territorial jurisdiction of the United States bearing an International ACH transaction (IAT) standard entry class code. The requirement to use the IAT code is imposed by law and monitored by the Office of Foreign Assets Control (OFAC). Banks and U.S. corporations are required to comply with OFAC rules. Civil and criminal penalties may be imposed for violation of the rules and may include both jail time and civil fines ranging between \$10,000 and \$10,000,000 per occurrence depending on the sanctions program that is violated. Corporate ACH transaction Originators may be directly responsible for rule violations. Fines levied for OFAC violations are property of the U.S. government and levied by the OFAC not the financial institution. If Tri Counties Bank is fined due to an OFAC violation resulting from one or more ACH transactions originated by you, you agree to indemnify and hold the Bank harmless and reimburse the Bank for any such fines or penalties levied and which are attributable to your ACH activity. If you have questions about foreign ACH transactions, discuss these questions or concerns with your Account Officer before proceeding. Restricted transactions (defined as any funds/proceeds associated with Unlawful Internet Gambling) are prohibited from being processed through your account(s) with our Bank. Please refer to the ACH section of the Business Online Banking User Terms and Conditions for more information.

DEPOSITORY NAME and ADDRESS: Tri Counties Bank, P.O. Box 909, Chico, CA 95927

This authorization is to remain in full force and effect until DEPOSITORY has received written notification from Customer of its termination in such time and in such manner as to afford DEPOSITORY a reasonable opportunity to act on it.

Prefunding and Uncollected funds hold required.

Daily Credit Settlement Total \$ _____ Total Credit Warehouse \$ _____

Daily Debit Settlement Total \$ _____ Total Debit Warehouse \$ _____

ACH Origination Account Numbers

Account Number for ACH Origination: _____ PPD DR CR CCD DR CR TXP*

Charge Back Account Number: _____

Additional Account Number for ACH Origination: _____ PPD DR CR CCD DR CR TXP*

Additional Charge Back Account Number: _____

Additional Account Number for ACH Origination: _____ PPD DR CR CCD DR CR TXP*

Additional Charge Back Account Number: _____

Additional Account Number for ACH Origination: _____ PPD DR CR CCD DR CR TXP*

Additional Charge Back Account Number: _____

* TXP Requires an additional schedule 8.

Dated: _____

Business Online Banking Customer:

X

 Authorized Signature

Printed Name: _____

ACH limits are for Bank's protection only. Any ACH transactions processed in excess of the above-stated limit, for any reason, remain your responsibility and are subject to the terms and conditions of your Agreement.

Complete Legal Business Name

Client Number

Federal Tax Payments

The Business Online Banking System's *Federal Tax Payment* function enables you to make Federal Treasury Tax payments electronically. With the Federal Tax Payment function, you can initiate different types of tax payments directly to the Internal Revenue Service (IRS) from any of your Accounts. Each time you submit a federal tax payment, the Business Online Banking System gives you the option of adding the tax payment to the Archived Tax Payments File. This file enables you to easily resend any previous tax payments by simply selecting a saved payment and making any necessary changes. You can use the Federal Tax Payment function to submit a new federal tax payment, update an archived federal tax payment, submit a new federal tax payment using an archived federal tax payment, and delete an archived federal tax payment. Like other functions in the Business Online Banking System, the Federal Tax Payment function is limited by your authority level and account privileges. You can perform tax payment functions only if your user profile has federal tax payment authority for the selected Account(s). Cutoff time is 4:00 PM Pacific Time, but we strongly encourage you to submit your tax payment files one to two days prior to the effective date to allow time to resolve issues and avoid penalties.

State Tax Payments

The Business Online Banking System's *State Tax Payment* function enables you to make State of California Tax payments electronically. With the State Tax Payment function, you can initiate different types of tax payments directly to the State of California from any of your Accounts. Each time you submit a state tax payment, the Business Online Banking System gives you the option of adding the tax payment to the Archived Tax Payments File. This file enables you to easily resend any previous tax payments by simply selecting a saved payment and making any necessary changes. You can use the State Tax Payment function to submit a new state tax payment, update an archived state tax payment, submit a new state tax payment using an archived state tax payment, and delete an archived state tax payment. Like other functions in the Business Online Banking System, the State Tax Payment function is limited by your authority level and account privileges. You can perform tax payment functions only if your user profile has state tax payment authority for the selected Account(s). Cutoff time is 4:00 PM Pacific Time, but we strongly encourage you to submit your tax payment files one to two days prior to the effective date to allow time to resolve issues and avoid penalties.

Dated: _____

Business Online Banking Customer:

X

Authorized Signature

Printed Name: _____

Reviewed by: JGH City Administrator
 ___ City Attorney

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

PRESENTED BY: Gwenna MacDonald, City Clerk

SUBJECT: **Resolution No. 17-5432** approving appointment to the Small Cities Organized Risk Effort (SCORE) Board of Directors

SUMMARY: As a result of the recent changes in the Administrative Services Department, the City must appoint a new representative to the SCORE Board of Directors as outlined in Article III, Section 2 of the Joint Powers Agreement.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve Resolution No. 17-5432 approving appointment to the Small Cities Organized Risk Effort (SCORE) Board of Directors

ATTACHMENTS: Resolution No. 17-5432

**RESOLUTION NO. 17-5432
RESOLUTION OF THE CITY OF SUSANVILLE CITY COUNCIL
APPOINTING ALTERNATE TO SCORE (Small Cities Organized Risk Effort)
BOARD OF DIRECTORS**

WHEREAS, Article III, Section 2 of the Joint Powers Agreement creating SCORE requires the governing body of each member entity to appoint one representative and one alternate to the Board of Directors; and

WHEREAS, the City of Susanville has an appointed representative and alternate to the SCORE Board; and

WHEREAS, there have been changes in the position previously appointed as representative to the SCORE Board by the City of Susanville.

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

- 1 Dan Newton, shall serve as the representative to the SCORE Board of Directors.
- 2 Deborah Savage, is hereby appointed as the City of Susanville's alternate representative to the SCORE Board of Directors.

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 4th day of October 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

Reviewed by: YGC City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Sale of Susanville Municipal Airport Hangar #9A

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: As part of the agreement between the City of Susanville and those currently owning hangars at the Susanville Municipal Airport, the City has first right of refusal when a current owner decides to sell his/her hangar. At this time, John Appel, owner of Hangar #9A, submitted their official notice of intent to sell said hangar for the price of \$60,000.

FISCAL IMPACT: \$60,000 if purchased.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Official intent to sell from John Appel
Photo of Hangar #9A

Date: September 19, 2017

To: Susanville City Council

From: John D Appel

Subject: Sale of aircraft hangar (9A) at Susanville Municipal Airport

Dear Mayor Garnier and members of the Susanville City Council,

I have received and accepted an offer for the purchase of my aircraft hangar located on Lot 9A at the Susanville Municipal Airport.

The unit is a 40 foot by 50 foot insulated rectangular box type hangar. The agreed upon sale price is sixty thousand dollars (\$60,000 USD).

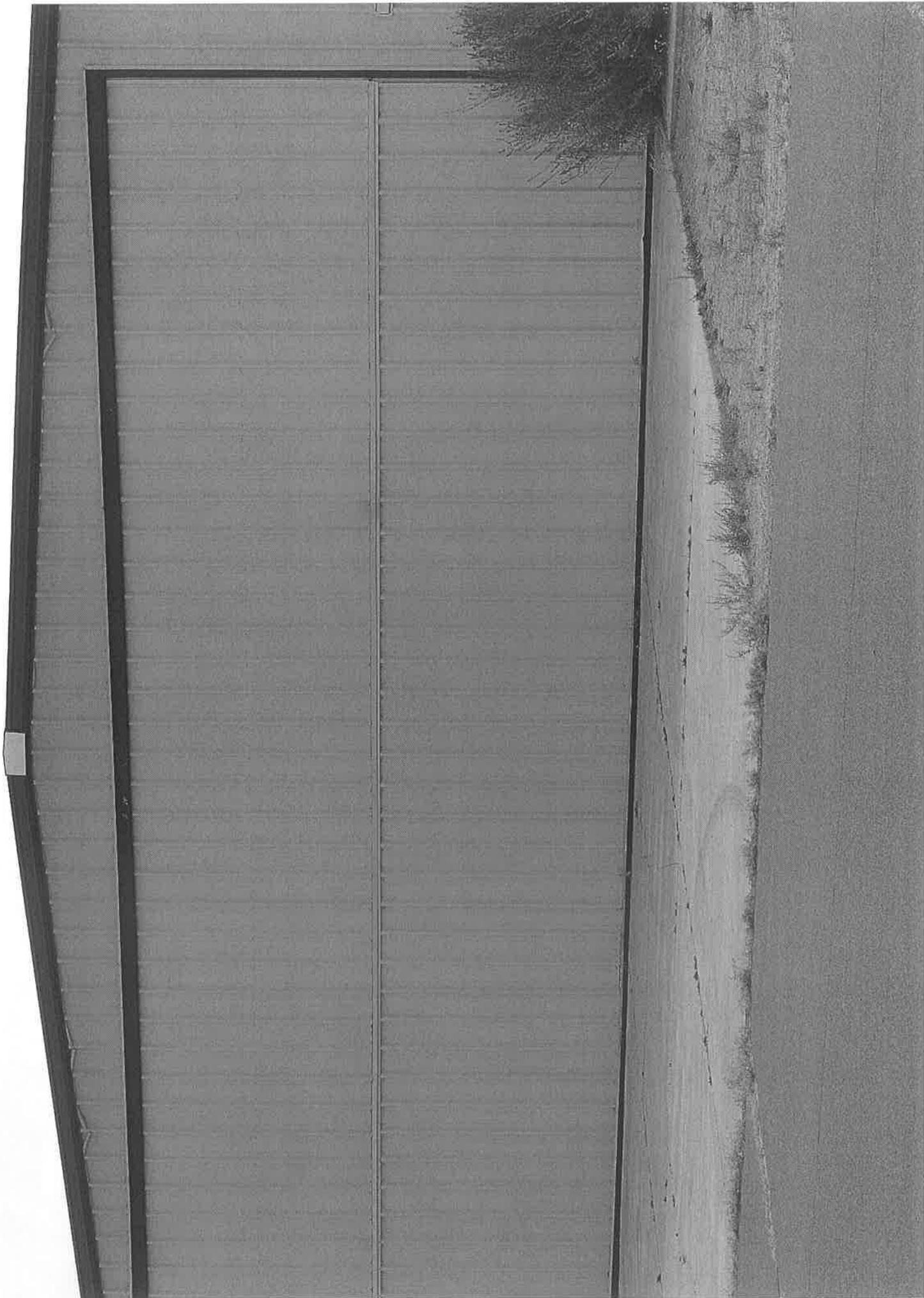
Pursuant to the hangar lease agreement, I am first offering the hangar for sale to the City of Susanville for the sum of \$60,000 USD.

Please advise me as soon as possible as to whether or not you wish to exercise your option to purchase the hangar.

Thank you for your prompt attention to this matter. If you have any questions or wish to discuss the matter further, please contact me.



John D Appel
97 N Roundabout Way
Cedar City, Utah 84720
(530) 251-7777
appel.johnd@gmail.com



Reviewed by: SCA City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: Sale of Susanville Municipal Airport Hangar #13

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: As part of the agreement between the City of Susanville and those currently owning hangars at the Susanville Municipal Airport, the City has first right of refusal when a current owner decides to sell his/her hangar. At this time, Michele Fregoso, the Power of Attorney for Virgil Buechler, owner of Hangar #13, submitted their official notice of intent to sell said hangar for the price of \$25,000.

FISCAL IMPACT: \$25,000 if purchased.

ACTION REQUESTED: Direction to staff.

ATTACHMENTS: Official intent to sell from POA, Michele Fregoso, for Virgil Buechler
Photo of Hangar #13

September 17, 2017

My Name is Michele Fregoso and I have Power of Attorney for Virgil Buechler. We are selling Hangar #13 for twenty five thousand dollars. We have an interested party who would like to purchase this property.

This is a letter of intent to notify the city of Susanville.

Thank you,

Michele Fregoso POA

Michele Fregoso POA

*14120 Deerwood Dr.
Red Bluff, CA 96080*

FLYING B REALTY 257-8277

13



Reviewed by: JGH City Administrator
 City Attorney

 Motion only
 Public Hearing
 X Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5433** Authorizing Execution of an Airport Hangar Space Lease Agreement, Hangar owned by the City, Lot #14 with Mark Schweitzer beginning on June October 5, 2017 and continuing on a month to month basis.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: Mark Schweitzer notified City Hall staff in September that he was interested in entering into a lease for one of three portions of Hangar #14 at the Airport. The Space Lease Agreement will start on October 5, 2017 and will continue on a month to month basis

FISCAL IMPACT: Revenue of \$130 per month, \$1,560 annually

ACTION REQUESTED: Motion to adopt Resolution No. 17-5433

ATTACHMENTS: Resolution No. 17-5433
Airport Hangar Space Lease Agreement Hangar Owned by City

RESOLUTION NO. 17-5433
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING EXECUTION OF AN AIRPORT HANGAR SPACE LEASE
AGREEMENT, HANGAR OWNED BY CITY, LOT #14 WITH MARK SCHWEITZER
BEGINNING ON OCTOBER 5, 2017 AND CONTINUING ON A MONTH TO MONTH
BASIS

WHEREAS, Mark Schweitzer has requested permission to rent a space in the City-Owned hangar on Lot #14 beginning October 5, 2017 for \$130.00/month to store his personal aircraft; and

WHEREAS, Mark Schweitzer has executed an Airport Hangar Space Lease Agreement Hangar Owned by City, Lot #14 as required.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville authorizes the Mayor and City Clerk to execute an Airport Hangar Space Lease Agreement Hangar Owned by City, Lot #14 with Mark Schweitzer beginning October 5, 2017 and continuing on a month to month basis for \$130.00/month.

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 4th day of October, 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

AIRPORT HANGAR SPACE LEASE AGREEMENT
HANGAR OWNED BY CITY

THIS LEASE, made this 5th day of October, 2017, between the CITY OF SUSANVILLE, a Municipal Corporation, organized and existing under the laws of the State of California, hereinafter referred to as "Lessor", and Mark Schweitzer, of 2000 Paiute Lane Space 17, County of Lassen, State of California, hereinafter referred to as "Lessee", on the following terms and conditions:

1. Lessor does hereby lease to Lessee on a month to month basis, to and including termination of Agreement, space in that certain airport hangar owned by the City of Susanville, (hereinafter referred to as the "leased premises"), located on Lot #14 at the Susanville Municipal Airport, Lassen County, California, said space to be used for one airplane, to wit, Lessee's CESSNA 175A (aircraft description). The property upon which said airport hangar is situated is legally described as follows:

Lot Numbered 14 as said lot is shown upon that certain map entitled "Record of Survey for the City of Susanville of Susanville Municipal Airport Hangar Lots 13 thru 15," recorded in the Office of the County Recorder of the County of Lassen on January 16, 1973 in Book 9 of Maps on Page 28 at a monthly rental rate of One Hundred Thirty Dollars (\$130.00) per month, payable in advance, commencing , and continuing monthly thereafter until TERMINATION OF SPACE LEASE BY LESSEE OR LESSOR. Lessee is granted the unlimited lawful right of the ingress and egress from the aforesaid airport hangar. Lessor hereby reserves a utility easement, including but not limited to, the right to construct, install, place and maintain utility lines for all customary utility services under, over, across, and through the leased premises at such locations as Lessor shall require.

2. Lessee shall use the space in the hangar for the storage of the herein described airplane owned or leased by Lessee and shall not use the space for storing any property other than aircraft. However, limited storage of aviation related personal property may be permitted, provided that Lessee is in fact storing aircraft in the hangar and the aviation related personal property does not interfere with the storage of Lessee's or other tenant's aircraft in the hangar, nor with the ingress and egress of Lessee's or other tenant's aircraft to and from the hangar. Lessee shall not conduct any commercial or business activity on the leased premises without the prior written consent of Lessor.

3. Lessee hereby agrees that Lessee's interest herein is nontransferable, and this lease shall not be assigned by Lessee.

4. This lease does not confer upon the Lessee the right to infringe on any of the commercial or other rights granted to any other person by the City of Susanville, other than the rights hereunder. This lease is not a Fixed Base Operator Agreement.

5. Any holding over by Lessee past the term of this lease agreement shall not be deemed a renewal or extension of the term of this Agreement.

6. Lessee shall keep the airport hangar and property upon which it is situated free and clear of inflammable or combustible vegetation or other combustible materials.

7. Lessee may utilize no more than a 15 feet wide area extending immediately outside the hangar for the parking of authorized vehicles, but not for storage.

8. Lessee covenants and agrees that in the event facilities are constructed, maintained, or otherwise operated on the said real property described in this lease, for a purpose for which a federal Department of Transportation program or activity is extended or for another purpose involving the provision of similar

services or benefits, the Lessee shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, DOT, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

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

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

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

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

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

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

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

16. Lessee shall not (except small quantities for Lessee's personal use only) use, store, or dispose on the leased premises any petroleum products, or any material or substances now or hereafter classified as hazardous or toxic under any federal, state, or local law, ordinance regulation, rule, or order which is now or at any time during the term of this Agreement applicable to the Leased Premises or Lessee's use and occupation thereof. Notwithstanding the foregoing, Lessor acknowledges and agrees that the presence of fuel, oil and grease located within the proper receptacles of any aircraft properly stored on the Leased Premises shall not be considered a violation of this section. Lessee hereby agrees to indemnify and hold Lessor harmless from any and all claims, demands, and causes of action, including costs and attorneys' fees,

in connection with the defense of any claim, demand, or cause of action arising out of or resulting from any hazardous, toxic, or petroleum substance, material, or waste, unless caused by the intentional or otherwise tortious acts or omissions of the Lessor. Upon receiving notice of any such claim, demand, or cause of action, Lessee shall, at Lessee's sole cost and expense, immediately cure or commence to cure the problem by taking all action prescribed by applicable federal, state, and local laws, regulations, ordinances, and orders relating to the toxic, hazardous, or petroleum substance, material, or waste, including, but not limited to, the proper removal, disposal, and cleanup thereof. Lessee's obligation to indemnify Lessor set forth in this paragraph shall survive the expiration or earlier termination of this Agreement.

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

18. Lessee shall procure and maintain public liability/bodily injury insurance in the sum of \$150,000 per person, \$250,000 per occurrence, and \$100,000 property damage. A certificate of insurance evidencing such coverage shall be filed with the City Clerk of Lessor which shall name Lessor, its offices, agents, and employees as additional insured and guarantee at least ten (10) days advance notice to Lessor, in writing, of any cancellation or reduction of such insurance. Lessor reserves the right to require Lessee to increase said coverage limits should the same become reasonably necessary.

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

a. The amount of the unpaid rent accrued through the date of termination of this Agreement;

b. The excess of the amount of rent which accrues between the date of termination of the Agreement and the date of the award over the amount of the loss of rent that Lessee proves could have reasonably been avoided;

c. The present value, on the date of the award, of the excess amount of rent which accrues between the date of the award and the expiration of the term of this Agreement over the amount of the loss of rent that Lessee proves could reasonably be avoided, with the present value computed by using an interest rate equal to that which comparable properties earn on the date of the award; and

d. Any other amount, including court costs, reasonable attorneys' fees, and costs of taking possession of and reletting the Leased Premises necessary to compensate Lessor for all detriment proximately caused by Lessee's default.

In addition to the foregoing rights, Lessor shall have all other rights set forth in this Agreement, including but not limited to the right to possession if the hangar space.

20. FAA Grant Assurances: Lessee acknowledges and agrees that Lessor has entered into certain Grant Agreements with the FAA, conditions of which require that all parties leasing property from Lessor agree to be bound by certain sponsor's assurances given by Lessor to the United States Government under

the Airport and Airway Improvement Act of 1982, as the same may be amended from time to time. Accordingly, Lessee on behalf of itself, its heirs, personal representatives, successors, and assigns, as additional consideration or the lease of the Leased Premises from Lessor, does hereby covenant and agree for the term of this Agreement to be bound by the provisions set forth on Exhibit "A" (Sponsors Assurances) attached hereto and incorporated herein by reference.

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

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

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

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

24. The terms hereof shall be binding on the heirs, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the said Lessor has caused this Lease to be executed by the Mayor and the Clerk, and the said Lessee has executed this Lease the day and year first above written.

CITY OF SUSANVILLE, LESSOR

_____, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

LESSEE:

NAME:

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

Approved as to Form:

Jessica Ryan, City Attorney

PART V
ASSURANCES
Airport and Planning Agency Sponsors

EXHIBIT A

A. General

1. These assurances shall be complied with in the performance of the following grant agreements:
 - a. Airport development, airport planning, and noise program implementation grants to airport sponsors.
 - b. Integrated airport system planning grants to planning agencies.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of the Airport and Airway Improvement Act of 1982 as amended by the Airport and Airway Safety and Capacity Expansion Act of 1987, or the Aviation Safety and Noise Abatement Act of 1979. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport and the term "sponsor" includes public agency sponsors and private sponsors.
3. These assurances also are required to be submitted as part of the project application by a sponsor which is both a public agency and a planning agency requesting funds for integrated airport system planning under the provisions of the Airport and Airway Improvement Act of 1982, as amended.
4. Upon acceptance of the grant offer by the sponsor, these assurances are incorporated in and become part of the grant agreement.

B. Duration and Applicability

1. Airport Development or Noise Program Implementation Projects Undertaken by a Public Agency Sponsor. The terms, conditions and assurances of the grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise program implementation project, or throughout the useful life of the project items installed within a facility under a noise program implementation project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurance against exclusive rights or the terms, conditions, and assurances with respect to real property acquired with Federal funds. Furthermore, the duration of the Civil Rights assurance shall be as specified in the assurance.
2. Airport Development or Noise Program Implementation Projects Undertaken by a Private Sponsor. The preceding Paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of facilities developed or equipment acquired under an airport development or noise program implementation project shall be no less than ten (10) years from the date of the acceptance of Federal aid for the project.
3. Airport Planning Undertaken by a Sponsor. Unless otherwise specified in the grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 30, 32, 33, and 34 in Section C apply to

planning projects. The terms, conditions and assurances of the grant agreement shall remain in full force and effect during the life of the project.

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

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

Federal Legislation

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

Executive Orders

Executive Order 12372 - Intergovernmental Review of Federal Programs

Executive Order 11246 - Equal Employment Opportunity

Federal Regulations

- a. 49 CFR Part 21 - Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.
- b. 49 CFR Part 23 - Participation by Minority Business Enterprise in Department of Transportation Programs.
- c. 49 CFR Part 24 - Uniform Relocation and Real Property Acquisition for Federal and Federally Assisted Programs.

- d. 49 CFR Part 27 - Non-Discrimination on the Basis of Handicap in Programs and Activities Receiving or Benefitting from Federal Financial Assistance.
- e. 49 CFR Part 29 - Debarments, Suspensions, and Voluntary Exclusions.
- f. 29 CFR Part 1 - Procedures for Predetermination of Wage Rates.
- g. 29 CFR Part 3 - Contractors or Subcontractors on Public Buildings or Public Works Financed in Whole or Part by Loans or Grants from U.S.
- h. 29 CFR Part 5 - Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction.
- i. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted Contracting Requirements).
- j. 14 CFR Part 150 - Airport Noise Compatibility Planning.

1/ These laws do not apply to planning projects.

2/ These laws do not apply to private sponsors.

Office of Management and Budget Circulars

- a. A-87 - Cost Principles Applicable to Grants and Contracts with State and Local Governments.*
- b. A-102 - Uniform Requirements for Assistance to State and Local Governments.*
- c. A-128 - Audits of State and Local Governments.

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in the grant agreement.

2. Responsibility and Authority of the Sponsor.

- a. Public Agency Sponsor: It has legal authority to apply for the grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
- b. Private Sponsor: It has legal authority to apply for the grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative, and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with the application; and to provide such additional information as may be required.

3. Sponsor Fund Availability. It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under the grant agreement which it will own or control.
4. Good Title. It holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
 - * OMB Circulars A-87 and A-102 contain requirements for state and local governments receiving Federal assistance. Any requirement levied upon state and local governments by those two circulars shall also be applicable to private sponsors receiving Federal assistance under the Airport and Airway Improvement Act of 1982, as amended.

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

5. Preserving Rights and Powers.
 - a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in the grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
 - b. It will not sell, lease, encumber or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise program implementation project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in the grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under the Airport and Airway Improvement Act of 1982 to assume the obligations of the grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee, all of the terms, conditions and assurances contained in this grant agreement.
 - c. For all noise program implementation projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise program implementation project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
 - d. For noise program implementation projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.

- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
 - f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance with the Airport and Airway Improvement Act of 1982, the regulations and the terms, conditions and assurances in the grant agreement and shall insure that such arrangement also requires compliance therewith.
6. Consistency with Local Plans. The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport. For noise program implementation projects, other than land acquisition, to be carried out on property not owned by the airport and over which property another public agency has land use control or authority, the sponsor shall obtain from each such agency a written declaration that such agency supports that project and the project is reasonably consistent with the agency's plans regarding the property
 7. Consideration of Local Interest. It has given fair consideration to the interest of communities in or near which the project may be located.
 8. Consultation with Users. In making a decision to undertake any airport development project under the Airport and Airway Improvement Act of 1982, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.
 9. Public Hearings. In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community. It shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary.
 10. Air and Water Quality Standards. In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty (60) days after the project application has been received by the Secretary.
 11. Local Approval. In projects involving the construction or extension of any runway at any general aviation airport located astride a line separating two (2) counties within a single state, it has received approval for the project from the governing body of all villages incorporated under the laws of that state which are located entirely within five (5) miles of the nearest boundary of the airport.
 12. Terminal Development Prerequisites. For projects which include terminal development at a public airport, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under Section 612 of the Federal Aviation Act of 1958 and

all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning or deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Recordkeeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of the grant, the total cost of the project in connection with which the grant is given or used, and the amount and nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to the grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which the grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates. It shall include, in all contracts in excess of \$2,000 for work on any projects funded under the grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a - 276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veterans Preference. It shall include, in all contracts for work on any projects funded under the grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to veterans of the Vietnam era and disabled veterans as defined in Section 515(c)(1) and (2) of the Airport and Airway Improvement Act of 1982. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications. It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and upon approval by the Secretary, shall be incorporated into this grant agreement. Any modifications to the approved plans, specifications, and schedules shall also be subject to approval by the Secretary and incorporation into the grant agreement.

17. Construction Inspection and Approval. It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms with the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures

prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects. In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes.

In furtherance of this assurance, the sponsor will have in effect at all times arrangements for:

- (1) Operating the airport's aeronautical facilities whenever required; and
- (2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and

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

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

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

- d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to transportation as are applicable to all such air carriers which make similar use of such airport and which utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classifications or status.
- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by contractors or concessionaires of the sponsor under these provision.
- h. The sponsor may establish such fair, equal, and not unjustly discriminatory conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- i. The sponsor may prohibit or limit any given type, kind, or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights. It will permit no exclusive right for the use of the airport by any persons providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply: (1) It would be unreasonably costly, burdensome, or impractical for more than one (1) fixed-based operator to provide such services, and (2) If allowing more than one (1) fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport.

It further agrees that it will not, either directly or indirectly, grant or permit any person, firm or corporation the exclusive right at the airport, or at any other airport now owned or controlled by it, to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under the Airport and Airway Improvement Act of 1982.

24. Fee and Rental Structure. It will maintain a fee and rental structure consistent with Assurances 22 and 23, for the facilities and services being provided to the airport users which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate base in establishing fees, rates, and charges for users of that airport.
25. Airport Revenue. If the airport is under the control of a public agency, all revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. Provided, however, that if covenants or assurances in debt obligations issued before September 3, 1982 by the owner or operator of the airport, or provisions enacted before September 3, 1982 in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
26. Reports and Inspections. It will submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request. For airport development projects, it will also make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreement, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request. For noise program implementation projects, it will also make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of the grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request.
27. Use of Government Aircraft. It will make available all of the facilities of the airport developed with Federal financial assistance and all those useable for landing and takeoff of aircraft to the United States for use by government aircraft in common with other aircraft at all times without charge, except, if the use by government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:
- a. Five (5) or more government aircraft are regularly based at the airport or on land adjacent thereto; or
 - b. The total number of movements (counting each landing as a movement) of government aircraft is three hundred (300) or more, or the gross accumulative weight of government aircraft using the airport (the total movements of government aircraft multiplied by gross weights of such aircraft) is in excess of five million (5,000,000) pounds.

28. Land for Federal Facilities. It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four (4) months after receipt of a written request from the Secretary.
29. Airport Layout Plan.
- a. It will keep up to date at all times an airport layout plan of the airport showing (1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto; (2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities; and (3) the location of all existing and proposed non-aviation areas and of all existing improvements thereon. Such airport layout plan and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The Sponsor will not make or permit any changes or alteration in the airport or in any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility, or efficiency of the airport.
 - b. If a change or alteration in the airport or its facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities.
30. Civil Rights. It will comply with such rules as are promulgated to assure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefitting from funds received from this grant. This assurance obligates the sponsor for the period during which Federal financial assistance is extended to the program, except where Federal financial assistance is to provide, or is in the form of personal property or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the sponsor or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits or (b) the period during which the sponsor retains ownership or possession of the property.
31. Disposal of Land.
- a. For land purchased under grant before, on, after December 30, 1987 for airport noise compatibility purposes, it will dispose of the land, when the land is no longer needed for

such purposes, at fair market value at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States share of acquisition of such land will, at the discretion of the Secretary, 1) be paid to the Secretary for deposit in the Trust Fund or 2) be reinvested in an approved noise compatibility project as prescribed by the Secretary.

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

Reviewed by: JGH City Administrator
 _____ City Attorney

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

Submitted by: Daniel Gibbs, City Engineer

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5434** authorizing the Public Works Director to Submit a proposed list for street maintenance and rehabilitation projects per the Road Repair and Accountability Act of 2017 also known as Senate Bill 1 (SB1 - Beall)

PRESENTED BY: Dan Newton, Public Works Director

ANALYSIS: The State is requiring that local agencies submit a list of projects adopted by local agency action on or before October 16, 2017 to receive funds that may be available under the Road Maintenance and Rehabilitation Account (RMRA) associated with SB1. The amount of the funds available for pavement work to the City is currently estimated at \$101,402 in FY 17/18 and \$304,189 in FY 18/19. These, along with projected Highway Users Tax (HUTA) funds for each fiscal year are attached for reference.

Attached is a proposed list of streets within the City that staff is recommending be targeted for various types of maintenance and rehabilitation. Many of the rehabilitation projects will be submitted in the 2018 STIP cycle programming exercise late this or early next year.

Maintenance proposed includes 1) fog seal for recently paved streets; 2) crack sealing for streets in good condition but exhibiting signs of transverse cracking; and 3) slurry seals that provide a thicker more penetrating seal coat for streets paved approximately 5-10 years ago and remain in good condition. Many streets proposed for maintenance will receive a combination of crack sealing and slurry depending on the frequency and severity of the cracks. Others may only receive fog or slurry seal depending their condition. See **Exhibit A** attached.

Recently improved streets require continued maintenance as it is extremely important to preserve the initial investment. Once streets are overlaid, they require preservation through an aggressive and regular maintenance program. **Exhibit B** attached is a graph reflecting the progressively expensive costs to agencies in rehabilitating pavement once the condition of the pavement falls below a certain level of pavement condition or PCI. Streets recently overlaid or reconstructed are considered to have a PCI of 100.

As distresses develop from use at the pavement surface, this value decreases and accelerates as years of minimal or no maintenance occur. An ideal PCI for an agency is somewhere near 80. The State estimated in 2016 that the County's road system including the City had an overall PCI of approximately 61-70. The Public Works Department uses a Streetsaver® pavement management program that estimated the PCI of the City's streets at 47 (2012), prior to the extensive road rehabilitation that has occurred over the last 5 years.

Streets where these types of mitigation for maintenance purposes are not suitable have been placed on a 2018 STIP project list for overlays. These streets will be programmed as soon as feasible with the State for the next cycle of pavement rehabilitation projects anticipated next year. This list is tentative, subject to Council revision and minor adjustments depending on cost estimates. It is included as part of this report for informational purposes only and will be presented for approval at a later date.

Staff reported at the June 2017 budget hearings regarding SB1 and the requirements for Maintenance of Effort (MOE) to receive funds for street repair and rehabilitation fund allocations under the senate bill. A MOE program is required to receive any funds from the senate bill that can be used to provide street maintenance efforts in the City. The estimated MOE amount required of the City is \$223,148 which is based upon a three (3) year average of the City's maintenance program expenditures for the fiscal years 2009 through 2012. Staff is currently negotiating with the State to reduce this amount.

FISCAL IMPACT: Maintenance and rehabilitation funds through the RMRA program require a matching maintenance of effort (MOE) currently estimated at approximately \$223,148. Staff is holding discussions with the State Controllers (SCO) office to reduce this amount to a more representative figure. A funding source has not been identified for the MOE match.

The 2018 STIP overlay projects will be funded with State and Federal Funds, with no local funds required nor impacted by the MOE.

ACTION REQUESTED: Motion to approve Resolution 17-5434 authorizing the Public Works director to submit the attached list of proposed eligible projects that will receive asphalt maintenance and rehabilitation once funds are available through the RMRA fund.

ATTACHMENTS: Resolution 17-5434
Exhibit A - List of Proposed Streets For Maintenance
Exhibit B – PCI Costs Curve
RMRA/HUTA Projected Revenue Sheets
Draft 2018 STIP Overlay List

RESOLUTION NUMBER 17-5434
A RESOLUTION BY THE CITY COUNCIL OF SUSANVILLE AUTHORIZING THE
PUBLIC WORKS DIRECTOR TO SUBMIT A LIST OF CANDIDATE STREETS FOR
MAINTENANCE IN COMPLIANCE WITH THE ROAD REPAIR AND
ACCOUNTABILITY ACT OF 2017

WHEREAS, it is the desire of City of Susanville to acquire certain funds as made available from the State in compliance with the Road Repair and Accountability Act of 2017 also known as Senate Bill 1 (Beall); and

WHEREAS, the City of Susanville is participating in compliance with the Road Maintenance and Rehabilitation Fund (RMRA) anticipated to be made available commencing with the Fiscal Year 2018-2018; and

WHEREAS, the State of California requires submittal of a list of candidate locations intended for maintenance and/or rehabilitation be provided prior to the State on or before October 16, 2017; and

WHEREAS, the City of Susanville has prepared a list of street segments suitable for maintenance measures in order to secure said funds and participate in the Act with the intent of funding a maintenance program through a MOE and the RMRA; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Susanville hereby agrees authorizes the Public Works Director to submit a list candidate streets for the purpose of maintenance measures and secure funds from the State in compliance with the Road Repair and Accountability Act of 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 4th day of October, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

**EXHIBIT A
PROPOSED STREETS FOR MAINTENANCE**

Mitigation	Year of Construction	Street	Limits	
FOG SEAL		Numa	Skyline to Cameron	
		Riverside	Rob's Way to Main St	
		Bunyan	Ash to Derek	
		Derek	Fairfield to Bunyan	
		Johnstonville	Fairgrounds to Riverside	
		Riverside	Main to City Limits	
		Laurel	Main to Riverside	
		Russell Ct	n/o Bunyan	
	SC	16/17	Fifth Street N. Union Carroll Street Cook Street Hill Street Inspiration Point Long Alley Lovel Alley	Grand to Ash (SR 139) Main to North Mill to Lassen Pine to southwest end at CDS N. Roop to west end Harris Drive to east end Lovell to west end Pine to north end
	SC-1	16/17	Quarry S. Pine S. Roop S. Union View Shasta Sierra Tehama Wall Shawn	w/o Main Cottage to Court s/o Court Main to Cottage Pine to north end Modoc to Tehama Modoc to s/o Tehama Sierra to Shasta Richmond to Prospect Paiute to Barbara
SC-2	16/17	S. Gay Street Adaline Adela Martha Arnold Foss Alley Maple Brookwood Oakridge Meadowwood	Cottage to Mill North to north alley north of Arnold North to north alley north of Arnold North to north alley north of Arnold Grand to w/o Weatherlow at CDS end Main to south end (Susan River) Martha to Grand Nevada to North Cherry Terrace to south end CDS Brookwood to west end CDS Brookwood to north end CDS	

FOG SEAL

SC-3

16/17

N. Sacramento
N. Spring Street
Oak Street
Park Street
Small Street
N. McDow Street
S. Gay Street

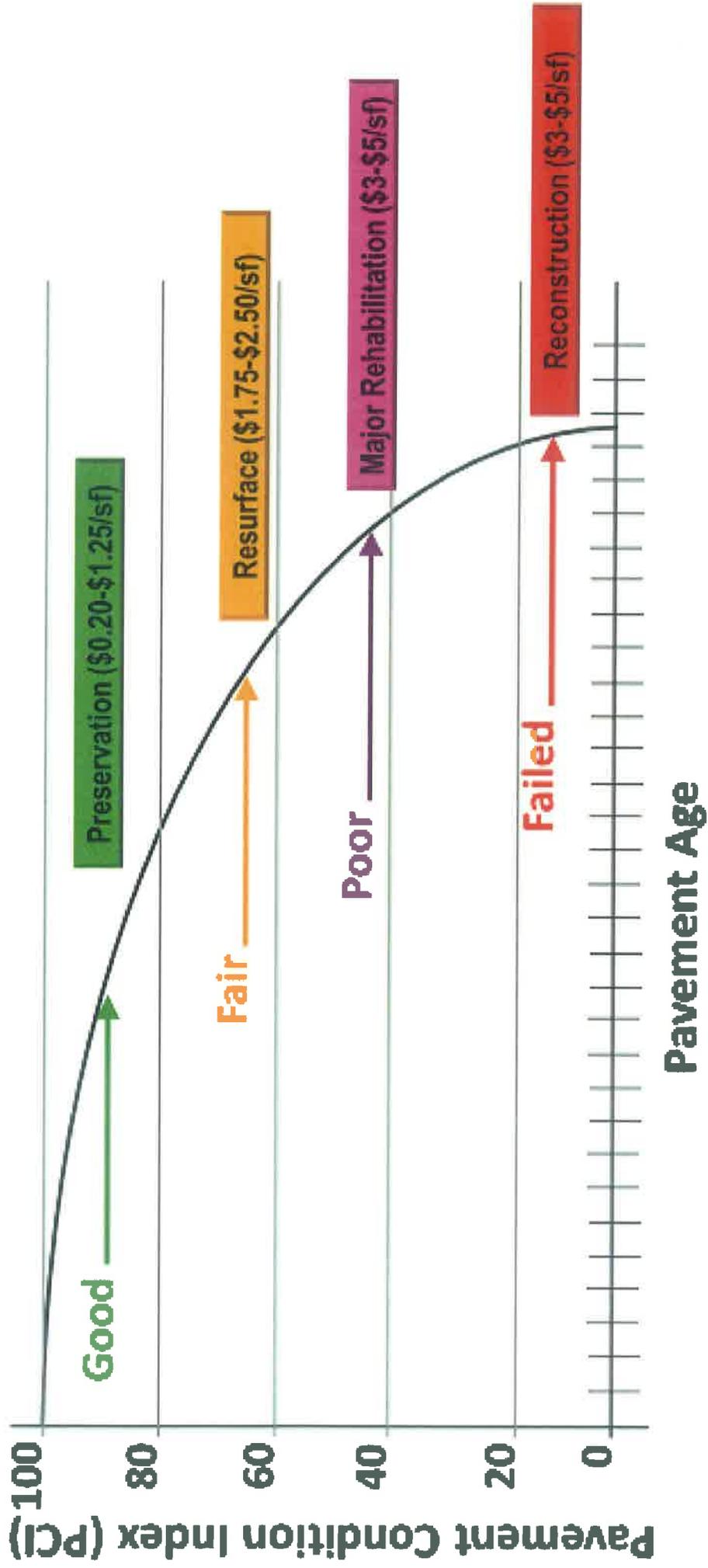
Main to Fourth Street
Main to Second; Fourth to Bunyan
Grand to Fifth
Main to North Street
Main to south end (creek)
Main to Second; Fourth to Bunyan
Main to Cottage (Pancera Plaza)

CRACK SEAL & SLURRY

Grand
S. Roop
Burma
Court
Maidu
River
Washoe
Prattville
Cherry Terrace
S. Gay
Court
Nevada
Chestnut

Main to North
Main to Court
Pine to N. Roop
Lassen to Roop
north & south of Glenn
S. Fairfield to S. McDow
north & south of Glenn
w/o Pine to SR 36
Glenn to Lakewood
Mill to Brashears
Lassen to Gay
Pine to Weatherlow
Ash to Grand

Exhibit B



Local Streets and Roads - Projected FY2017-18 Revenues

Based on State Dept of Finance statewide revenue projections as of May 2017
 Estimated 11 May 2017

CONTRA COSTA COUNTY	Highway Users Tax Acct (HUTA) ⁽¹⁾ Streets & Highways Code					Loan Repayment ⁽⁶⁾	TOTAL HUTA	Road Maintnnc Rehab Acct ⁽⁷⁾	TOTAL
	Sec2103 ⁽⁵⁾	Sec2105 ⁽³⁾	Sec2106 ⁽³⁾	Sec2107 ⁽³⁾	Sec2107.5 ⁽⁴⁾				
ANTIOCH	498,946	671,937	410,814	868,690	10,000	129,257	2,589,633	636,280	3,227,913
BRENTWOOD	259,631	349,649	216,073	452,026	7,500	67,260	1,352,139	332,135	1,684,275
CLAYTON	49,607	66,671	45,086	86,193	3,000	12,825	263,292	63,332	326,614
CONCORD	572,877	771,501	470,705	997,396	10,000	148,410	2,971,158	732,857	3,704,015
DANVILLE	189,322	254,962	158,859	329,615	6,000	49,046	987,804	242,191	1,229,995
EL CERRITO	107,670	145,001	92,416	187,457	5,000	27,993	565,438	137,738	703,176
HERCULES	109,494	147,458	93,900	190,633	5,000	28,366	574,851	140,071	714,922
LAFAYETTE	110,082	148,249	94,378	191,656	5,000	28,518	577,882	140,823	718,705
MARTINEZ	163,670	220,416	137,985	284,954	6,000	42,400	855,425	209,376	1,064,800
MORAGA	72,933	98,220	64,149	126,979	4,000	18,894	385,174	93,300	478,474
OAKLEY	177,291	238,760	149,069	308,669	6,000	45,929	925,717	226,800	1,152,518
ORINDA	82,809	111,520	72,185	144,172	4,000	21,452	436,138	105,934	542,072
PINOLE	82,765	111,460	72,149	144,096	4,000	21,441	435,910	105,877	541,787
PITTSBURG	299,527	403,377	248,538	521,486	7,500	77,596	1,558,025	383,172	1,941,197
PLEASANT HILL	150,508	202,691	127,275	262,039	6,000	38,991	787,503	192,538	980,041
RICHMOND	487,507	656,631	401,505	848,764	10,000	126,294	2,530,600	623,646	3,154,246
SAN PABLO	136,162	183,372	115,601	237,063	6,000	35,274	713,473	174,167	887,659
SAN RAMON	346,106	466,105	286,441	602,581	7,500	89,662	1,798,395	442,758	2,241,154
WALNUT CREEK	309,249	416,469	256,449	538,411	7,500	80,114	1,608,181	395,908	2,003,800
DEL NORTE COUNTY									
CRESCENT CITY	33,757	45,461	32,269	58,772	2,000	8,745	181,004	43,184	224,187
EL DORADO COUNTY									
PLACERVILLE	47,268	63,656	43,264	82,294	3,000	12,245	251,726	60,467	312,194
SOUTH LAKE TAHOE	94,531	127,306	81,724	1,209,789	5,000	24,489	1,542,818	120,929	1,663,747
FRESNO COUNTY									
CLOVIS	477,176	642,619	393,096	830,778	10,000	123,617	2,477,288	610,430	3,087,719
COALINGA	79,985	107,582	69,806	139,082	4,000	20,695	421,050	102,193	523,243
FIREBAUGH	36,014	48,500	34,106	62,701	2,000	9,330	192,651	46,071	238,722
FOWLER	26,253	35,355	26,163	45,707	2,000	6,801	142,279	33,584	175,863
FRESNO	2,298,685	3,095,668	1,875,336	4,002,081	20,000	595,498	11,887,270	2,940,608	14,827,878
HURON	30,537	41,125	29,649	53,166	2,000	7,911	164,388	39,065	203,453
KERMAN	63,450	85,449	56,432	110,469	3,000	16,437	335,238	81,169	416,408
KINGSBURG	53,446	71,977	48,292	93,052	3,000	13,846	283,613	68,372	351,985
MENDOTA	51,954	69,967	47,077	90,453	3,000	13,459	275,909	66,462	342,371
ORANGE COVE	40,722	54,841	37,937	70,898	3,000	10,549	217,948	52,094	270,042
PARLER	67,995	91,570	60,131	118,382	4,000	17,615	359,692	86,983	446,675
REDDLEY	114,830	154,643	98,242	199,922	6,000	29,748	603,364	146,897	750,261
SANGER	114,940	154,791	98,332	200,114	6,000	29,776	603,954	147,038	750,992
SAN JOAQUIN	17,874	24,072	19,345	31,120	1,000	4,631	98,042	22,866	120,908
SELMA	109,729	147,773	94,091	191,041	5,000	28,426	576,059	140,371	716,430
GLENN COUNTY									
ORLAND	33,903	45,657	32,386	59,025	2,000	8,783	181,756	43,370	225,126
WILLOWS	27,441	36,955	27,130	47,776	2,000	7,109	148,410	35,104	183,514

Local Streets and Roads - Projected FY2018-19 Revenues

Based on State Dept of Finance statewide revenue projections as of May 2017
 Estimated 11 May 2017

	Highway Users Tax Acct (HUTA) ⁽¹⁾ Streets & Highways Code				Loan Repayment ⁽⁶⁾	TOTAL HUTA	Road Mntnc Rehab Acct ⁽⁷⁾	TOTAL
	Sec2103 ⁽⁹⁾	Sec2105 ⁽³⁾	Sec2106 ⁽³⁾	Sec2107 ⁽³⁾				
CONTRA COSTA COUNTY								
ANTIOCH	548,840	671,937	410,814	868,680	129,257	2,639,527	1,914,727	4,554,255
BRENTWOOD	285,594	349,849	216,073	452,026	67,260	1,378,103	996,347	2,374,450
CLAYTON	54,457	66,671	45,086	86,193	12,825	268,233	189,985	458,217
CONCORD	630,165	771,501	470,975	997,396	148,410	3,028,446	2,198,441	5,226,887
DANVILLE	208,254	254,962	158,859	329,615	49,046	1,006,736	728,531	1,733,268
EL CERRITO	118,437	145,001	92,416	187,457	27,893	576,205	413,190	989,394
HERCULES	120,444	147,458	93,900	190,633	28,356	585,800	422,444	1,005,990
LAFAYETTE	121,090	148,248	94,378	191,656	28,518	588,891	422,444	1,011,335
MARTINEZ	180,037	220,416	137,985	284,954	42,400	871,792	628,090	1,499,882
MORAGA	80,226	98,220	64,149	126,979	18,894	392,467	279,884	672,351
OAKLEY	195,020	238,760	149,069	308,669	45,929	943,446	680,361	1,623,808
ORINDA	91,060	111,520	72,185	144,172	21,452	444,187	317,613	762,201
PINOLE	91,041	111,460	72,149	144,096	21,441	444,187	317,613	761,799
PITTSBURG	329,480	403,377	248,538	521,486	77,596	1,587,978	1,149,450	2,737,428
PLEASANT HILL	165,559	202,691	127,275	262,039	38,991	802,554	577,581	1,380,135
RICHMOND	536,257	656,531	401,505	848,764	126,294	2,579,351	1,870,829	4,450,179
SAN PABLO	149,779	183,372	115,601	237,063	35,274	727,089	522,530	1,249,619
SAN RAMON	380,717	466,105	286,441	602,581	89,662	1,833,006	1,328,197	3,161,203
WALNUT CREEK	340,173	416,469	256,449	538,411	80,114	1,639,116	1,188,755	2,825,871
DEL NORTE COUNTY								
CRESCENT CITY	37,133	45,461	32,269	58,772	8,745	184,379	129,543	313,923
EL DORADO COUNTY								
PLACERVILLE	51,994	63,656	43,264	82,294	12,245	256,453	161,391	437,844
SOUTH LAKE TAHOE	103,984	127,305	81,724	1,209,769	24,489	1,562,271	362,766	1,915,036
FRESNO COUNTY								
CLOVIS	524,894	642,619	393,098	830,778	123,617	2,525,006	1,831,184	4,356,190
COALINGA	87,873	107,582	69,806	139,082	20,695	429,038	306,562	735,600
FIREBAUGH	39,615	48,500	34,106	62,701	9,330	196,252	138,205	334,457
FOWLER	28,878	35,355	26,163	45,707	6,801	144,904	100,747	245,651
FRESNO	2,528,554	3,095,666	1,875,338	4,002,081	595,496	12,117,139	8,821,308	20,938,447
HURON	33,591	41,125	29,649	53,166	7,911	167,442	117,187	284,629
KERMAN	69,795	85,449	56,432	110,469	16,437	341,583	243,493	585,077
KINGSBURG	58,791	71,977	48,292	93,052	13,459	288,958	205,103	494,061
MENDOTA	57,149	69,967	47,077	90,453	13,459	281,105	199,374	480,479
ORANGE COVE	44,794	54,841	37,937	70,898	10,549	222,020	156,272	378,292
PARLER	74,795	91,570	60,131	118,382	17,615	366,491	260,934	627,426
REEDLEY	126,313	154,843	98,242	199,922	29,748	614,867	440,865	1,055,732
SANGER	126,434	154,791	98,332	200,114	29,776	615,448	441,088	1,056,537
SAN JOAQUIN	19,662	24,072	19,345	31,120	4,631	99,829	68,594	168,423
SELMA	120,701	147,773	94,091	191,041	28,426	587,032	421,088	1,008,120
GLENN COUNTY								
ORLAND	37,293	45,657	32,388	59,025	8,783	185,146	130,103	315,249
WILLOWS	30,185	36,955	27,130	47,776	7,109	151,154	105,306	256,460

Maintenance of Effort - General Fund for Streets & Roads - Estimated Unofficial

Road Maintenance and Rehabilitation Account per Streets & Hwys Code Sec 2036¹
 revised est: 08/07/2017

	Streets and Roads Annual Report - Reported General Fund for Street Purposes				Average	Adjustment	RMRA W.O.E.
	FY2009-10	FY2010-11	FY2011-12				
INYO COUNTY							
BISHOP	269,505	235,994	232,266	245,922			245,922
KERN COUNTY							
ARVIN	106,365	0	0	35,455			35,455
BAKERSFIELD	15,351,175	18,407,230	16,078,698	16,612,368			16,612,368
CALIFORNIA CITY	73,263	34,364	195,851	101,159			101,159
DELANO	528,533	429,307	209,209	389,016			389,016
MARICOPA	31,533	0	0	10,511			10,511
MCFARLAND	40,000	98,624	0	46,208			46,208
RIDGECREST	517,908	60,208	60,935	213,017			213,017
SHAFTER	1,424,758	1,524,770	2,282,625	1,744,051			1,744,051
TAFT	1,020,557	642,652	875,346	846,185			846,185
TEHACHAPI	394,808	515,722	483,619	464,716			464,716
WASCO	99,423	179,869	350,836	210,043			210,043
KINGS COUNTY							
AVENAL	0	0	0	0			0
CORCORAN	0	0	0	0			0
HANFORD	1,804,199	2,200,842	2,207,838	2,070,960			2,070,960
LEMOORE	494,265	406,001	239,080	379,782			379,782
LAKE COUNTY							
CLEARLAKE	0	123,646	132,905	85,517			85,517
LAKEPORT	489,318	529,482	670,310	563,037			563,037
LISSSEN COUNTY							
SUSANVILLE							
308,765	255,586	105,094	223,148				223,148
LOS ANGELES COUNTY							
AGOURA HILLS	956,157	1,005,281	996,816	986,085			986,085
ALHAMBRA	306,927	296,910	708,718	437,518			437,518
ARCADIA	1,913,984	1,854,062	2,278,187	2,015,411			2,015,411
ARTESIA	1,125	0	742,357	247,827			247,827
AVALON	105,457	168,729	255,435	176,540			176,540
AZUSA	780,344	483,711	71,016	445,024			445,024
BALDWIN PARK	361,398	285,677	222,774	289,950			289,950
BELL	434,798	125,778	284,516	281,697			281,697
BELLFLOWER	2,727,428	2,775,505	2,962,153	2,821,695			2,821,695
BELL GARDENS	557,383	461,203	344,629	454,405			454,405
BEVERLY HILLS	12,874,051	19,540,509	7,456,168	13,290,243			13,290,243
BRADBURY	0	0	0	0			0

CITY OF SUSANVILLE REHABILITATION LIST

<u>FY/CON</u>	<u>Project Name</u>	<u>S/F</u>	<u>Street</u>	<u>Limits</u>
Phase 1 STATE				
S18-1	S	BUNYAN	N/O CAMERON TO S/O GAMBLE CT (550' N/O SKYLINE)	
S18-1	S	GAMBLE	CDSS E/O BUNYAN	
S18-1	S	ROB'S WAY	MAIN TO RIVERSIDE	
S18-1	S	S. ALLEY	MESA TO SACRAMENTO	
S18-1	S	S. SPRING	MAIN TO RIVER ST	
S18-1	S	CORNELL	ALEXANDER TO ASH	
S18-1	S	S. ASH	CORNELL TO RIVER	
S18-1	S	ALEXANDER CT.	n/o CORNELL	
S18-1	S	S. SACRAMENTO	MAIN TO RIVER ST	
S18-1	S	RANDOLPH	PAIUTE TO BARBARA	
S18-1	S	RUTH	PAIUTE TO BARBARA	
S18-1	S	VALLEY VISTA	PAIUTE TO HEATHER	
Phase 1 FED				
F18-1	F	S. FAIRFIELD	MAIN TO RIVER ST	
F18-1	F	SKYLINE	PAIUTE TO ASH (SR139)	
F18-1	F	RUSSELL	MAIN TO 200' S/O BUNYAN	
F18-1	F	FAIR DR	MAIN TO RUSSELL	
F18-1	F	S. LASSEN	MAIN ST TO SUSAN RIVER	
F18-1	F	CHESTNUT	ROOP TO WEATHERLOW (PARKDALE TO WEATHERLOW)	
F18-1	F	CHESTNUT	WEATHERLOW TO GRAND	
F18-1	F	CHERRY TERRACE	ROOP TO GLENN	
F18-1	F	N. FAIRFIELD	MAIN TO DEREK (MAIN TO FOURTH)	
F18-1	F	RIVERSIDE	RICHMOND TO C.L. (OLD Mill entry) - ALEXANDER to C.L.	
F18-1	F	RIVERSIDE	ROB'S WAY TO SUSAN RIVER (C.L.)	
Phase 2 STATE				
S18-2	S	PLUMAS	ORCHARD TO SOUTH END	
S18-2	S	SHASTA	ORCHARD TO MODOC	
S18-2	S	SIERRA	ORCHARD TO MODOC	
S18-2	S	JUNIPER	CYPRESS TO SOUTH END	
S18-2	S	ELM	CYPRESS TO SOUTH END	
S18-2	S	PLUM	CYPRESS TO SOUTH END	
S18-2	S	PEARL CIR	RICHMOND TO WEST END	
S18-2	S	GEM DR	PEARL TO PEARL	
S18-2	S	OPAL CT	PEARL TO CDS END	
S18-2	S	SAPPHIRE CT	PEARL TO CDS END	
S18-2	S	EMERALD CT	PEARL TO CDS END	
S18-2	S	N. GAY	NEVADA TO NORTH	
S18-2	S	MAPLE	NORTH TO WILLOW	

Phase 2 FED

F18-2	F	ALEXANDER	RIVERSIDE TO SIERRA
F18-2	F	S. LASSEN	CYPRESS TO SUSAN RIVER
F18-2	F	MODOC	RICHMOND TO ALEXANDER
F18-2	F	CYPRESS	LASSEN TO RICHMOND
F18-2	F	COTTAGE	WEATHERLOW TO SR 36 (PINE ST)
F18-2	F	S. ROOP	COURT TO MAIN
F18-2	F	N. ROOP	MAIN TO CHERRY TERRACE
F18-2	F	COURT	ROOP TO MILLER
F18-2	F	GLENN	N. ROOP TO 500' WEST
F18-2	F	PAIUTE	SKYLINE TO GLENN (GLENN TO 500' NORTH)

Phase 3 STATE

S18-3	S	HARRISON	CHESTNUT TO MARK
S18-3	S	LOWRY	CHESTNUT TO SOUTH END
S18-3	S	SPRING CIR	N/O BUNYAN
S18-3	S	N. SPRING	2ND TO 4TH
S18-3	S	N. GILMAN	2ND TO 4TH
S18-3	S	S. GILMAN	RIVER TO MAIN
S18-3	S	S. MCDOW	RIVER TO MAIN
S18-3	S	RIVER ST	FAIRFIELD (RIVERSIDE) TO ASH
S18-3	S	MINKLER	RIVERSIDE TO RAILROAD
S18-3	S	PROSPECT	RIVERSIDE TO RAILROAD
S18-3	S	KNOCH	PROSPECT TO RIVERSIDE
S18-3	S	HOOD	PROSPECT TO ALEXANDER
S18-3	S	PARDEE	RIVERSIDE TO HOOD
S18-3	S	S. MCDOW	MAIN TO RIVERSIDE

Phase 3 FED

F18-3	F	GRAND	NORTH TO CHESTNUT
F18-3	F	CHESTNUT	ASH TO WEATHERLOW
F18-3	F	HALL	SR 139 (ASH) TO NORTH (ASH TO BUNYAN)
F18-3	F	FOURTH	ASH TO MESA
F18-3	F	FOURTH	ASH TO GRAND
F18-3	F	SECOND	HALL TO MESA
F18-3	F	S. MESA	MAIN TO RIVERSIDE
F18-3	F	CHERRY TERRACE	MEADOW VIEW TO LAKEWOOD
F18-3	F	MEADOWVIEW	CHERRY TERRACE TO PAIUTE
F18-3	F	JOHNSTONVILLE	RIVERSIDE TO CITY LIMITS
F18-3	F	NORTH STREET	ROOP TO WEATHERLOW
F18-3	F	NORTH STREET	WEATHERLOW TO GRAND
F18-3	F	NORTH STREET	GRAND TO ASH (SR 139)

Phase 4 STATE

S18-4	S	S. RAILROAD	PARDEE TO ALEXANDER
S18-4	S	N. RAILROAD	RICHMOND TO ALEXANDER
S18-4	S	ORCHARD	RICHMOND TO RAILROAD
S18-4	S	HARRISON	CHESTNUT TO MARK
S18-4	S	HARRIS	SR 36 TO PINE
S18-4	S	PRATTVILLE	PINE TO WEST END (Caltrans limits)
S18-4	S	S. RAILROAD	PARDEE TO ALEXANDER
S18-4	S	N. RAILROAD	RICHMOND TO ALEXANDER
S18-4	S	ORCHARD	RICHMOND TO RAILROAD
S18-4	S	PARKDALE	WILLOW TO CHESTNUT
S18-4	S	THIRD	ASH TO HALL
S18-4	S	THIRD	PARK TO SPRUCE
S18-4	S	FIFTH	ASH TO HALL
S18-4	S	PINE	MAIN TO HARRIS DR.
S18-4	S	PARK	NORTH TO FIFTH (FOURTH TO FIFTH)

Phase 5 STATE

S18-5	S	SHADOW MTN	BUNYAN TO NORTH END
S18-5	S	GENTRY	SHADOW MTN TO SKYLINE
S18-5	S	DAWN CT	N/O SHADOW MTN
S18-5	S	JAHNA CT	W/O SHADOW MTN
S18-5	S	KEEGAN CT	W/O SHADOW MTN
S18-5	S	SUNKIST CT	N/O CAMERON
S18-5	S	MORNING GLORY	N/O CAMERON
S18-5	S	OVERLOOK	NUMA TO CAMERON
S18-5	S	CAMERON	NUMA TO SKYLINE (N/O)
S18-5	S	WILDWOOD	PAIUTE TO WOODSIDE
S18-5	S	WOODSIDE	PAIUTE TO CHERRY TERRACE
S18-5	S	LAKWOOD	PAIUTE TO CHERRY TERRACE
S18-5	S	SOUTH STREET	RICHMOND TO C.L.

STREETS IN RED IDENTIFIED WITH HIGH LEAK FREQUENCY

Reviewed by: City Administrator
 City Attorney

 Motion only
 Public Hearing
 X Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5435**, Approving Agreement with Jared G. Hancock for Consulting Services.

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: As of October 12, 2017, the City Administrator will be vacating his full time permanent position. To ensure the successful transition the City has elected to enter into a consulting agreement with Mr. Hancock as an independent contractor.

FISCAL IMPACT: \$150 per hour

ACTION REQUESTED: Motion to approve Resolution No. 17-5435, approving the agreement with Jared G. Hancock for consulting services.

ATTACHMENTS: Resolution No. 17-5435
Consulting Agreement

RESOLUTION NO. 17-5435

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND DIRECTING THE MAYOR TO SIGN AGREEMENT WITH
JARED G. HANCOCK FOR CONSULTING SERVICES**

WHEREAS, as of October 12, 2017, the City Administrator will be vacating his full time permanent position; and

WHEREAS, Consultant has certain public administration skills and has been the City Administrator of the City; and

WHEREAS, to effectuate the successful transition of the City Administrator's duties to another for the City and to facilitate transition and continuing success of the City, the City desires to retain the services of Consultant during the transition of the management of the City; and

WHEREAS, the City Council has reviewed and approved said agreement attached hereto as Exhibit A; and

WHEREAS, the consultant shall be available to provide said services from October 12, 2017 through October 11, 2018.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby approves the Agreement for Consulting services with Jared G. Hancock and authorizes the Mayor to sign said agreement.

Dated: October 4, 2017

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5435 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of October, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CONSULTING AGREEMENT

This Consulting Agreement (“**Agreement**”) is executed as of October 4th 2017 and will become effective October 12th 2017 (“**Effective Date**”), by and between the City of Susanville (“**City**”), and Jared G. Hancock (“**Consultant**”), each of whom is sometimes referred to as “**Party**” and collectively as “**Parties.**” The purpose of this Agreement is to define the scope of consulting services to be provided to City. This Agreement is made as follows:

RECITALS

- A. **WHEREAS**, Consultant has certain public administration skill and has been the City Administrator of the City;
- B. **WHEREAS**, To effectuate the successful transition of the City Administrator’s duties to another for the City and to facilitate the efficient transition and continuing success of the City, the City desires to retain the services of Consultant during the transition of the management of the City;

NOW THEREFORE, in consideration of the promises and covenants herein explained, the Parties agree as follows:

AGREEMENT

1. Incorporation of Recitals. The Parties repeat and incorporate the foregoing recitals as if fully set forth herein.
2. Consulting Services. Consultant has surrendered from his position as City Administrator as of October 11, 2017, and his separation is accepted as of that date. Consultant will make himself available to City to provide consulting services (“**Services**”) in connection with the following areas of service: Executive, Project and Administrative Management Services. The scope of the **Services** referenced in section 2 of this Agreement may be amended or added to only by the City Attorney for the City of Susanville, the Interim City Administrator or the City Administrator taking over the duties of Consultant.
3. Consulting Term. Consultant shall be available to provide Services to the City from October 12th 2017 through October 11th 2018 (the “**Consulting Period**”).
4. Consulting Fees. Consultant’s services will be paid at a rate of \$150 per hour. Consultant will submit an invoice to the City Attorney for the City of Susanville for approval at the end of each month of services provided.
5. Location of Services and Consultant Support. The Services may be provided at the place of Consultant’s choosing, provided that the place does not unreasonably interfere with the efficient delivery of services provided by Consultant to the City. Consultant will be responsible for providing all equipment, computers, telephones and other materials necessary to accomplish the Services provided at his own expense unless otherwise agreed to in writing with the City.
6. Term of Services. This Agreement will terminate on October 11th 2018. This Agreement

may be terminated in the immediate effect by (a) City with or without cause, or by (b) the mutual consent of both Parties hereto (c) by the death or physical or mental incapacity of Consultant as a result of which the Consultant becomes unable to continue the proper performance of the Services.

7. Fiduciary Duties. During the Term, Consultant shall provide the Services subject to the duty of care, duty of good faith and fair dealing, duty of confidentiality, duty of prudence, and duty of disclosure, all of which shall be judged at the highest standard of care for a fiduciary.

8. Independent Contractor. The relationship of Consultant to City shall be that of an independent contractor. Consultant shall be responsible for all taxes and related payments and liabilities under State and Federal laws with respect to any compensation received. City shall not withhold any taxes from Consultant's fees.

9. Return of City Property. Any other materials provided by City in connection with the performance of the Services shall remain property of City ("**City Property**"). Consultant shall return all City Property to City immediately upon termination of this Agreement, including, without limitation, all documents whether in hard copy, or tape, or disk, stored on a computer or in any other form, including, but not limited to, customer lists, books maintained by Consultant or source lists.

10. Assignment. The rights of Consultant under this Agreement shall not be transferable by assignment or otherwise, shall not be subject to commutation or encumbrances, and shall not be subject to the claims of creditors of Consultant.

11. Bond. Consultant must furnish a corporate surety bond in an amount no less than \$500,000 from a surety approved by the City Council for the faithful performance of the duties imposed upon the Consultant by this Agreement. The premium for this bond will be paid for by the City.

12. Miscellaneous.

12.1. Counterparts. This Agreement may be executed in counterparts which, when taken together, shall constitute one and the same agreement and shall be effective as of the date when the last signature is made. Any signature page of this Agreement may be detached from any counterpart of this Agreement and reattached to any other counterpart of this Agreement identical in form but having attached to it one or more additional signature pages. Any signature delivered by a party by facsimile or email attachment transmission shall be deemed an original signature hereto.

12.2. Waiver of Breach. The City's waiver of a breach of any provision of this Agreement by the Consultant shall not operate or be construed as a waiver of any subsequent breach by the Consultant. No waiver shall be valid unless in writing and signed by an authorized officer of the City.

12.3. Sufficiency of Consideration. Each of the Parties hereto acknowledges the sufficiency of consideration provided for the covenants contained in this Agreement.

12.4. Confirmation of Authority. Each of the Parties represents and warrants that he/she has full authority, power, and capacity to enter into and fully perform this Agreement.

12.5. Representation by Counsel. By entering this Agreement each Party represents that they each had the opportunity to be represented by counsel of their choice, and to consult with their own counsel regarding the terms of this Agreement.

12.6. Further Assurances. The Parties shall act cooperatively and in good faith in the implementation of this Agreement and the obligations and matters referenced herein in order to effectuate the purposes and intent of this Agreement, and to ensure that each of the Parties receives the benefit of the bargain contemplated by this Agreement. To that end, the Parties shall each execute and deliver such additional instruments, and otherwise undertake such additional actions, as may be reasonably required or requested by a Party hereto in order to accomplish the foregoing, so long as such cooperation, actions and/or deliveries do not result in material expense to the cooperating Party, or materially increase the liabilities or obligations of the cooperating Party, beyond that which is expressly contemplated in this Agreement.

12.7. Arm's Length Negotiation. This Agreement has been negotiated at arm's length and between persons sophisticated and knowledgeable in the matters dealt with in this Agreement. In addition, each Party has been represented by counsel of their own choice and this Agreement has been jointly prepared. Accordingly, any rule of law (including California Civil Code section 1654) or legal decision that requires interpretation of any ambiguities in this Agreement against the Party that drafted it is not applicable and is waived.

12.8. Interpretation. The provisions of this Agreement shall be interpreted in a reasonable manner to affect the purpose of the Parties and the Agreement as a whole. As used in this Agreement, the singular shall include the plural and the masculine shall include the feminine and neuter and vice versa, if the context so requires.

12.9. Provisions Severable. If any provision of this Agreement or its application to any person or circumstance is held invalid or unenforceable to any extent, the remainder of this Agreement and its other applications shall not be affected and shall be enforceable to the full extent permitted by law.

12.10. Merger. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior negotiations and agreements, whether written or oral.

12.11. No Oral Modification. This Agreement can only be modified in a formal writing executed by all the Parties hereto which expressly references this Agreement and clearly and unambiguously expresses an express intent to modify this Agreement.

12.12. Time of the Essence. Time is of the essence with respect to the terms of this Agreement.

12.13. Governing Law. This Agreement and all acts and transactions pursuant hereto and the rights and obligations of the parties hereto shall be governed, construed, and interpreted in accordance with the laws of the State of California, without giving effect to principles of

conflicts of law and any conflict arising hereunder shall be adjudicated in the courts of the State of California located in Lassen County.

12.14. Binding Upon Beneficiaries. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns, estate, heirs, and personal representatives.

13. Notice.

13.1. Notice. Any notice required to be provided in this Agreement shall be given in writing and shall be sent (a) for personal delivery by a delivery service that provides a record of the date of delivery, the individual to whom delivery was made, and the address where delivery was made; (b) by first-class certified United States mail, postage prepaid, return receipt requested; (c) by a nationally recognized overnight courier service, marked for next day business delivery; or (d) by email. All notices shall be addressed to the party to whom such notice is to be given at the property address stated in this Agreement or to such other address as a party may designate by written notice to the other. All notices shall be deemed effective on the earliest of (a) actual receipt; (b) rejection of delivery; (c) if sent by certified mail, the third day on which regular United States mail delivery service is provided after the day of mailing or, if sent by overnight delivery service, on the next day on which such service makes next-business-day deliveries after the day of sending. Any notice shall be addressed to the party to be notified at such party's address as set forth below or as subsequently modified by written notice.

If to City:

Jessica Ryan Keeney, City Attorney
66. North Lassen Street
Susanville CA 96130

Copy to:

Office of the City Administrator
66. North Lassen Street
Susanville CA 96130

If to Consultant:

Jared G. Hancock
705-605 Jordanna Lane
Susanville, CA 96130

13.2. It is the responsibility of each party to update their own contact information. The contact information contained in this Agreement is deemed sufficient unless expressly changed. Changed contact information will be deemed sufficient.

[Signature Page Follows]

IN WITNESS THEREOF, the parties have executed this Consulting Agreement as set forth below:

City

Date: _____

By: _____

Name: Kathie Garnier

Title: Mayor

Consultant

Date: _____

By: _____

Name: Jared G. Hancock

Reviewed by: YGH City Administrator
____ City Attorney

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

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5436**, Approving Cooperative Agreement with Susanville Indian Rancheria Housing Authority

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: The Susanville Indian Rancheria (SIR) is acquiring three parcels located within the City's municipal boundaries, which are intended for affordable, low income housing. SIR has leased the parcels to the Susanville Indian Rancheria Housing Authority (SIRHA) and the parcels must be used as rental or lease purchasing housing for low income families. However, the Native American Housing Assistance and Self-Determination Act of 1996 (NAHASDA) prohibits a recipient from using grant funds for rental of lease-purchase housing for low income members unless the local government to address property taxes with tax exempt agencies with City jurisdiction over the proposed housing site enters into a cooperative agreement. At this time, the City is being requested to enter into the attached local cooperative agreement.

FISCAL IMPACT: \$150 per dwelling unit annually

ACTION

REQUESTED: Motion to approve Resolution No. 17-5436, approving the cooperative agreement between the City of Susanville and SIRHA.

ATTACHMENTS: Resolution No. 17-5436
Cooperative Agreement

RESOLUTION NO. 17-5436

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND DIRECTING THE MAYOR TO SIGN COOPERATIVE
AGREEMENT BETWEEN THE CITY AND THE SUSANVILLE INDIAN
RANCHERIA HOUSING AUTHORITY (SIRHA)**

WHEREAS, the Susanville Indian Rancheria Housing Authority has received parcels from the Susanville Indian Rancheria for the purpose of low income housing; and

WHEREAS, a condition of receiving grants from the Native American Housing Assistance and Self-Determination Act of 1996, an agreement must exist between the local government and SIRHA to address property taxes with tax exempt agencies; and

WHEREAS, as part of this agreement, the City shall receive \$150 for each annually as stated in the agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby approves the Cooperation Agreement with the Susanville Indian Rancheria Housing Authority and authorizes the Mayor to sign said agreement.

Dated: October 4, 2017

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5436 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of October, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

LOCAL COOPERATION AGREEMENT

This Agreement is made and entered on _____, 2017, between the Susanville Indian Rancheria Housing Authority (“SIRHA”), a political subdivision of the Susanville Indian Rancheria (“Tribe”), a federally recognized Indian tribe, and the City of Susanville (“City”), a California general law municipal corporation. The Tribe, SIRHA and City may be referred to herein as “Party” or together as the “Parties.”

RECITALS:

1. The Tribe is acquiring three (3) parcels of property located in the City’s municipal boundaries which are intended for affordable, low income residential development: APN #'s 103-061-19-11, 103-061-20-11 and 107-090-06-11 (“the Parcels”). The Tribe has leased the Parcels to SIRHA under a written lease for a 50-year term. Under the lease the Parcels must be used exclusively as rental or lease-purchase housing for low income families. In the future, the Tribe or SIRHA may acquire additional parcels within the City to develop “affordable housing” under the Native American Housing Assistance and Self-Determination Act of 1996. (“NAHASDA,” 25 U.S.C. §4101 et seq.)

2. NAHASDA provides block grants to federally recognized Indian Tribes and “Tribally Designated Housing Entities” or “TDHEs” (“Recipient” or “Recipients”) to undertake affordable housing activities.

3. NAHASDA prohibits a Recipient from using NAHASDA block grants for rental or lease-purchase housing for low income tribal members which is owned by a TDHE, unless the local government with jurisdiction over the proposed housing site or sites enters an agreement with the Recipient for local cooperation (“Local Cooperation Agreement”).

5. Where the property is exempt from real and personal property taxes, NAHASDA requires the Recipient to agree in the Local Cooperation Agreement to make payments to the applicable local government in lieu of taxes. The in-lieu payment must be an amount equal to the greater of \$150 per dwelling unit or 10 percent of the difference between the shelter rent and the utility cost, or such lesser amount as--

(A) is prescribed by State, tribal, or local law;
(B) is agreed to by the local governing body in a local cooperation agreement; or
(C) the recipient and the local governing body agree that such user fees or payments in lieu of taxes shall not be made. (See 25 USC §4111(d).)

6. The purpose of this Agreement is to satisfy the local cooperation requirements of NAHASDA.

AGREEMENT: In reliance upon these recitals and the contents of this Agreement, the parties agree as follows:

1. This agreement applies to any real property in the City of Susanville owned by the Tribe or SIRHA in fee and on which SIRHA has or will construct, own or administer housing units for rent to low income households as defined in NAHASDA, including the Parcels (the "Property").

2. For each dwelling unit on the Property as to which the County Tax Assessor has approved an exemption from taxation under Revenue and Taxation Code Section 237, SIRHA shall pay \$150 to the City each year on or before April 10 in lieu of such taxes or other amounts as prescribed therein, subject to the limits in paragraph 3, below. The Parties agree that \$150 per dwelling unit is the correct amount for these in lieu payments.

3. Payments by SIRHA under paragraph 2 shall not exceed the amount of taxes which would have been paid on the Property for such year if the Property were not exempt from taxes.

4. Even if the Property is exempted from real and personal property taxes under Revenue and Taxation Code Section 237 and without regard to its ownership by a federally recognized Indian tribe or the SIRHA, the City shall provide the same services to the Property as it provides to other similarly situated property in the City. The Property shall not receive different or less services or on different terms solely as a result of the provisions of this agreement or because the Property is exempt from real or personal property taxes or because it is owned by a federally recognized Indian tribe or the SIRHA. In order to receive public or municipal services for which fees are charged to other similarly situated recipients of said services, the SIRHA shall pay all such fees and charges.

5. This Agreement shall remain in effect as long as the Property is owned in fee by the Tribe and is leased to SIRHA or is owned by SIRHA. This agreement shall terminate as to any portion of the Property which is accepted by the United States into trust for a federally recognized Indian tribe.

6. Any amounts owed to SIRHA or City under the terms of this Agreement shall be enforceable as an ordinary, unsecured debt.

7. Any disputes between the parties concerning the terms of this Agreement shall be resolved by binding arbitration under Part 3, Title 9 of the California Code of Civil Procedure, commencing with Section 1280. The SIRHA hereby waives any sovereign immunity from unconsented suit it may enjoy for the limited purpose of enforcing the provision of this agreement requiring the arbitration of disputes or for confirming the award of an arbitrator. The SIRHA does not waive its sovereign immunity or consent to suit as to any party other than the City or for any claim other than a claim for breach of this agreement or as to any claim for consequential or punitive damages. The SIRHA does not waive its immunity from suit or consent to suit as to any claim as to which the City has not served the SIRHA with a written request for arbitration within 90 days after the cause of action accrues or as to which it has not filed an action to confirm an arbitrator's award within 90 days after the arbitrator has served the parties with his or her written decision. SIRHA does not waive the sovereign immunity of the

Susanville Indian Rancheria or any other entity or person.

8. This Agreement constitutes the entire agreement between parties concerning the subject matter of the agreement. This Agreement supersedes all prior and contemporaneous agreements not specifically identified in this Agreement, and all prior representations and understandings of the parties, which are merged into this Agreement.

9. This Agreement is the product of negotiation and preparation by and among each party hereto and its attorneys. Therefore, the parties acknowledge and agree that this Agreement shall not be deemed to have been prepared or drafted by one party or another, and that it shall be construed accordingly.

10. No supplement, modification, waiver or amendment with respect to this Agreement shall be binding unless executed in writing by the party against whom enforcement of such supplement, modification, waiver, or amendment is sought.

11. This Agreement may be executed in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Facsimile or other electronically transmitted signatures on this Agreement shall constitute originals signatures of the parties.

12. The signatories to this Agreement warrant and represent that they have authority to execute this Agreement and to bind the parties on whose behalf they execute this Agreement.

13. The parties hereto shall reasonably cooperate with each other, including executing all necessary further documents, if any, to carry out the purpose and intent of this Agreement.

14. Whenever notice, payment or other communication is required or permitted under this Agreement it shall be deemed to have been given when personally delivered, telefaxed or deposited in the United States mail with proper first class postage affixed thereto and addressed as follows:

CITY OF SUSANVILLE:

Jared Hancock, City Administrator
Jessica Ryan, City Attorney
66 North Lassen Street
Susanville, CA 96130
530.257.1000
info@cityofsusanville.org

SIRHA:

Wanda Brown, Chairperson
807 Joaquin Street, Suite G
Susanville, CA 96137
(530)257-5033

Either party may change the address to which notices must be sent by providing notice of that change as provided in this paragraph.

WHEREFORE, this agreement is effective on the date first written above.

**SUSANVILLE INDIAN RANCHERIA
HOUSING AUTHORITY**

By: _____
Wanda Brown, Chairperson

ATTEST:

Secretary

Approved as to form:

David J. Rapport SIRHA Attorney

CITY OF SUSANVILLE

By: _____
Jared Hancock, City Administrator

ATTEST:

Gwenna MacDonald, City Clerk

Approved as to form:

Jessica Ryan, City Attorney

Reviewed by: City Administrator
 City Attorney

Motion only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Heidi Whitlock, Assistant to the City Administrator

Action Date: October 4, 2017

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 17-5437**, Approving Employment Agreement with Dan Newton to fill the position of Interim City Administrator

PRESENTED BY: Jared G. Hancock, City Administrator

SUMMARY: As of October 12, 2017, Dan Newton, Public Works Director, has agreed to serve in the position of Interim City Administrator until such time that a new City Administrator is hired.

FISCAL IMPACT: 5% increase above existing salary

ACTION REQUESTED: Motion to approve Resolution No. 17-5437, approving the Employment Agreement with Dan Newton to fill the position of Interim City Administrator

ATTACHMENTS: Resolution No. 17-5437
Employment Agreement

RESOLUTION NO. 17-5437

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND DIRECTING THE MAYOR TO SIGN AGREEMENT WITH DAN
NEWTON TO FILL TO ROLE OF INTERIM CITY ADMINISTRATOR**

WHEREAS, as of October 12, 2017, the City Administrator will be vacating his full time permanent position; and

WHEREAS, Dan Newton, Public Works Director, has agreed to serve in the position based upon the terms of the agreement until such time that a new City Administrator is selected; and

WHEREAS, the City Council has reviewed and approved said agreement attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby approves the Employment Agreement with Dan Newton and authorizes the Mayor to sign said agreement.

Dated: October 4, 2017

Kathie Garnier, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing Resolution No. 17-5437 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 4th day of October, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is made and entered into on _____, 2017, between the City of Susanville ("Employer" or "City") and Dan Newton ("Employee").

WHEREAS, the Employer desires and is authorized to fill the position of Interim City Administrator; and

WHEREAS, Employee desires to accept the offer of the interim position with Employer as the Interim City Administrator on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises, terms, covenants and conditions set forth herein, and the performance of each, the parties hereto agree to be legally bound as follows:

1. Term, Extension, Death, At-Will.

a. Term. Commencing on October 12, 2017, Employee will fulfill the powers, functions and duties of the Interim City Administrator and will serve in this capacity until such time as: (1) the City Council terminates this at-will Agreement within its total discretion by providing notice to Employee; (2) the City Council appoints a new City Administrator (with the term of this Agreement ending on the newly selected City Administrator's first day of employment with the City), thereby terminating this Agreement; or (3) Employee terminates this Agreement and/or his employment with the City (the City requests that Employee first provide 30 days' notice to the City Council prior to such termination, whichever of these three events occurs first. Upon the termination of this Agreement as set forth in this subsection, Employee will resume his duties as the City's Public Works Director under the same terms and conditions as applied to Employee previously when he served as Public Works Director immediately prior to accepting the position as Interim City Administrator.

If neither party has provided notice to the other of an intention to terminate the Agreement and the parties are in the process of negotiating either an extension, amendment or successor to this Agreement, the terms of this Agreement will continue notwithstanding its expiration.

b. Extension. The Term may be extended beyond the initial period set forth in Section 1 as mutually agreed upon by Employer and the Employee, provided, however, that any such extension be approved by the City Council and made a written amendment to this Agreement that is executed by both parties.

c. Death. In the event of the death of the Employee during the Term, Employee's employment will terminate as of the date of death and Employer will pay the Employee's estate his accrued but unpaid base salary and accrued but unused vacation through the date of termination.

d. At-Will Employment. During the term of this Agreement, Employee will be an at-will employee serving at the pleasure of the City Council, as outlined in the Management MOU.

e. Bond. The Interim City Administrator is not required to be bonded.

2. Duties & Authority. During the Term, the Employee will be employed as the Interim City Administrator, with the authority and responsibility for overseeing the City's personnel and operations, subject to the directions, municipal ordinances and policies of Employer and its City Council as they may be, from time to time, stated either orally or in writing. Employee will also perform those duties and have those responsibilities as are set forth in sections 2.08.010-2.08.210 of the City of Susanville Municipal Code. Employee will perform such other legally permissible and proper duties and functions consistent with the office of City Administrator, as the City Council may from time to time assign.

3. Policies. The at-will employment relationship between Employer and Employee will be governed by the general employment policies of Employer, including, but not limited to, those relating to protecting confidential information and legal compliance with ethics/conflicts of interest/training, provided, however, that when the terms of this Agreement differ from or conflict with Employer's general employment policies or practices, this Agreement will control.

4. Outside Business Activities. During the Term of employment, Employee must not, without the City Council's prior written consent, render to other services of any kind for compensation or engage in any other business activity that would materially conflict with the business of Employer or interfere with Employee's ability to perform the services of Interim City Administrator of Employer.

5. Salary. Employee will receive for his services rendered a salary of 5% above Employee's salary as Public Works Director during the term of this Agreement. All wages will be subject to all applicable withholdings and deductions. Employee remains on his current merit schedule.

6. Benefits. Employee will be afforded the same level of benefits, vacation, and sick leave as he has been receiving as the City's Public Works Director.

Employer reserves the right to modify, suspend or discontinue any and all benefit plans, policies, and practices at any time without notice, unless notice is required by law, provided that such action is taken generally with respect to other similarly situated employees and does not single Employee out.

7. Expenses. During the Term, Employee must be reimbursed for all reasonable and necessary expenses incurred in connection with the business of the Employer upon the submission of appropriate documentation/receipts. Such reimbursement will be payable in accordance with the Employer's policies.

8. Confidential Information. Employee's employment with Employer will result in his exposure and access to Employer's confidential and proprietary information, which is of great value to Employer. Employee agrees that he must not at any time during this Agreement or afterward divulge, disclose or communicate such confidential and proprietary information to any entity (other than Employer itself). Employee further agrees that he must not at any time during this Agreement or afterward use such confidential and proprietary information other than on Employer's behalf.

9. Notices. For the purpose of this Agreement, any notice or demand hereunder to or upon any party hereto required or permitted to be given or made will be deemed to have been duly given or made for all purposes if (a) in writing and sent by (i) messenger or an overnight courier service with receipt/confirmation, or (ii) certified or registered mail, postage paid, return receipt requested, or (b) sent by facsimile, email, or similar electronic means, provided that a written copy thereof is sent on the same day by postage paid first-class mail, to such party. Notices will be sent to the parties at the following address:

Mayor

or such other address as either party hereto may from time to time direct by notice given to the other party in accordance with this Section.

10. Severability & Assignment.

(a) If any portion of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, such portion will be deemed deleted as though it had never been included herein, but the remainder of this Agreement will remain in full force and effect.

(b) This Agreement will not be assignable by the Employee.

11. Cooperation With Regard to Litigation. The Employee agrees to cooperate with the Employer during the Term and thereafter (including following Employee's termination of employment for any reason) by making himself reasonably available to testify on behalf of the Employer or its affiliates, in any action, suit or proceeding, whether civil, criminal, administrative, or investigative and to assist the Employer or any of its affiliates in any such action, suit, or proceeding by providing information and meeting and consulting with its counsel and representatives.

12. No Waiver. The failure of a party to insist upon strict adherence to any term of this Agreement on any occasion will not be considered a waiver of such party's rights or deprive such party of the right thereafter to insist upon strict adherence to that term or any other term of this Agreement.

13. Governing Law. This Agreement will be governed by and construed in accordance with, the laws of the State of California without regard to conflict or choice of law provisions that would defer to the substantive laws of another jurisdiction.

14. No Third Party Beneficiaries. Nothing contained in this Agreement, whether express or implied, is intended, or will be deemed, to create or confer any right, interest or remedy for the benefit of any person other than as otherwise provided in this Agreement.

15. Entire Agreement. This Agreement supersedes all prior employment or other agreements, negotiations and understandings of any kind with respect to the subject matter of

this Agreement and contains all of the terms and provisions of this Agreement between the parties hereto with respect to such subject matter. Any representation, promise or condition, whether written or oral, not specifically incorporated herein, will have no binding effect upon the parties.

16. Headings. The headings contained in this Agreement are included for convenience and reference purposes only and will be given no effect in the construction or interpretation of this Agreement.

17. Amendments. No modification, termination or waiver of any provision of this Agreement will be valid unless it is in writing and signed by both parties.

18. Counterparts. This Agreement may be signed in counterparts, each of which will be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

EMPLOYER

CITY OF SUSANVILLE

By: _____
Title:

Date: _____

EMPLOYEE

Dan Newton

Date: _____