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

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

Susanville City Council
Regular Meeting ♦ City Council Chambers
September 19, 2018 – 6:00 p.m.

Call meeting to order

Roll call of Councilmembers present

Next Resolution No. 18-5576

Next Ordinance No. 18-1014

- 1 **APPROVAL OF AGENDA:** (Additions and/or Deletions)

- 2 **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.

- 3 **CLOSED SESSION:**
 - A CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6
Agency Negotiator: Dan Newton
Bargaining Unit: 1. Administrative
 - B PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54957
1 Police Chief
 - C CONFERENCE WITH REAL PROPERTY NEGOTIATOR – pursuant to Government Code Section §54956.8
 - 1 Property: APN #116-230-85-11 (Diamond Mountain Bar & Grill)
Agency Negotiator: Dan Newton, Interim City Administrator
Negotiating Parties: City of Susanville/Rebecca Anderson
Under Negotiation: Terms of Lease
 - 2 Property: Hangar #39 at the Susanville Municipal Airport
Agency Negotiator: Dan Newton, Interim City Administrator
Negotiating Parties: Air Methods
Under Negotiation: Terms of Lease
 - D CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION – Pursuant to Paragraph (1) of subdivision (d) of Section 54956.9 of the California Government Code regarding two cases:
 - 1 Mathew Wood v City of Susanville
 - 2 Michael Bollinger v City of Susanville
 - E SIGNIFICANT EXPOSURE TO LITIGATION – Pursuant to Government Code Section §54956.9(b)

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: Daniel Gibbs*
- *Proclamations, awards or presentations by the City Council:*
 - **Employee Service Pin Presentation**

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 August 1, 2018 meeting
- B Approve **Resolution No. 18-5573** approving and authorizing Mayor to execute MOU with the Administrative Bargaining Unit
- C Receive and file Finance Reports for June, July and August 2018

7 **PUBLIC HEARINGS:**

- A Consideration of **Resolution No. 18-5551 through 18-5571** authorizing Weed and Rubbish assessment and liens against certain real properties located within the City of Susanville:

Address	APN	Address	APN
362 Alexander	107 083 13	738 Plumas St	107 171 25
250 Ash Street	105 102 05	350 N. Roop Street	103 150 07
335 Ash Street	105 086 02	230 Russell Avenue	105 180 07
1502 Cornell Street	105 262 02	765 Shasta Street	107 181 16
75 Derek Drive	105 345 41	Sierra and Modoc	107 250 04
1418 Fourth Street	105 046 04	745 Washo Lane	103 092 21
110 Hall Street	105 153 06	845 Washo Lane	103 085 08
1116 Mark Street	103 231 08	880 Washo Lane	103 083 16
417 Minckler	107 141 22	57 N. McDow St.	105 164 01

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 202057 through 202158 for a total of \$293,449.60 including \$147,200.24 in payroll warrants

- B Consider **Resolution No. 18-5572** authorizing the City of Susanville to enter into a contract with The California Department of Justice if awarded Tobacco Law Enforcement Grant
- C Consider **Resolution No. 18-5574** authorizing the Mayor to execute an Amended Agreement with Dyer Engineering for the completion of the Cady Springs Pump Station and Pipeline construction documents
- D Consider **Resolution No. 18-5575** authorizing purchase of hydraulic rescue equipment

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

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

12 **CONTINUING BUSINESS:**

- A Consider **Resolution No. 18-5541** authorizing execution of Airport Operator Agreement with Air Methods

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

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:
 - **2018 League of California Cities Annual Conference Report**

15 **ADJOURNMENT:**

- *The next regular City Council meeting will be held on October 3, 2018 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 September 19, 2018 in the areas designated on September 14, 2018.

Gwenna MacDonald, City Clerk

Reviewed by:  Interim City Administrator

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

Submitted By: Gwenna MacDonald, City Clerk

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Minutes of the City Council's August 1, 2018 meeting

PRESENTED BY: Gwenna MacDonald, City Clerk

SUMMARY: Attached for the Council's review are the minutes of the City Council's August 1, 2018 meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to waive oral reading and approve minutes of City Council's August 1, 2018 meeting.

ATTACHMENTS: Minutes: August 1, 2018

Councilmember Schuster requested that Item 6B be removed for separate consideration due to a vendor warrant issued to her father's business.

6 **CONSENT CALENDAR:**

- A Approve minutes from the City Council's June 20, 2018 meeting
- B Approve vendor warrants numbered 201632 through 201830 for a total of \$892,148.49 including \$119,244.59 in payroll warrants
- C Receive and file Monthly Finance reports: May and June 2018

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

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

7 **PUBLIC HEARINGS:** No business.

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Commission/Committee reports:

9 **NEW BUSINESS:**

9A **Consider approval of Susanville Municipal Airport 2018 Air Fair** Mr. Newton reported that the Experimental Aircraft Association (EAA) Chapter 784 is proposing to hold the annual Air Fair on August 18, 2018. The agreement between the City and EAA requires that they obtain public liability insurance with the City named as insured, and the City pays for half of the cost, not to exceed \$500.00 The City also contributes barricades and a water truck in support of the event.

Councilmember Wilson asked what budget the insurance was paid from. Mr. Newton responded that the cost is paid from the Airport fund.

Motion by Councilmember Wilson, second by Councilmember Schuster to approve the 2018 EAA Air Fair on August 18th; motion carried. Ayes: Wilson, Schuster, Moore and Franco. Absent: Stafford.

9B **Consider Resolution No. 18-5541 authorizing execution of Airport Operator Agreement with Air Methods** Mr. Newton explained that staff was notified by Karl Gatriex that Air Methods Corporation would be subleasing Hangar #39 and has been in the process of negotiating a Commercial Operator's agreement. The contract has been reviewed by Council, and the changes requested resulted in amended language which has been approved by Air Methods.

Councilmember Wilson asked Ms. Ryan if the proposed revisions were acceptable.

Ms. Ryan responded that she had not had a lot of time to review the revisions.

Councilmember Wilson asked if it was a time-sensitive issue. Mr. Newton responded that it was not.

It was the consensus of the Council to bring the item back for consideration to allow for further review by the City Attorney.

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

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

12 **CONTINUING BUSINESS:**

12A Consider authorizing staff to proceed with Disc Golf Park Design and support the use of Parkland Dedication fund in an estimated amount of \$15,000 toward construction of Disc Golf Course Mr. Newton reported that the public outreach effort that was conducted as part of the Sustainable Communities grant has provided an opportunity for community members to share their ideas and support of recreational locations and features that would increase and promote pedestrian and bicycling transportation throughout the community. A lot of support and interest has been expressed for the installation of a disc golf course at Skyline Park. A report was presented to City Council at the June 20, 2018 meeting to discuss options for utilizing Park Mitigation Funds to make improvements to the Skyline Park area, to include the Cameron Pocket Park. The City has an existing Skyline Park Master Plan that is compatible with a disc golf course. With the assistance of community volunteers, it is anticipated that a design could be developed and constructed with a budget of approximately \$15,000. Staff is requesting discussion and direction from Council regarding priorities for expenditure of Park Mitigation funds. He turned the floor over to Quincy McCourt, Project Manager.

Mr. McCourt explained that there has been a lot of interest shown by numerous community members to participate in the design and construction of a disc golf course. Mr. McCourt played a short promotional video that demonstrated the sport of disc golf and introduced Matt McLain, Lassen County Trails Coordinator, who would be working to lead the project design process.

Mr. McLain reviewed the features of Skyline Park that make it a desirable location for a disc golf course. He explained that the undeveloped terrain and features are important in making the course challenging and interesting for experienced players. He discussed the aspects of designing a course with consideration given to existing features, erosion, and accessibility.

Mayor pro tem Franco asked if special size discs were required, what maintenance would be required, and who would be responsible for maintenance.

Mr. McClain responded that the discs are smaller in size, and that occasional maintenance of the baskets would be needed, but it is very limited and would be largely focused on trash and litter pick up.

Rick Floyd stated that if the City Council approves proceeding with the design and construction of the course, that there are several people who are ready to form a non-profit Disc Golf Association group, and they would have an interest in volunteering to help with the construction and maintenance of the course.

Councilmember Wilson asked if the project would be exempt from CEQA review.

Mr. Newton responded that it was a question that would be deferred until the City Planner has started with the City. In the past, the Planner has conducted the CEQA review process in house. The course could then be designed and developed to accommodate the result of the CEQA study and review process.

There was a lengthy discussion regarding the Skyline Master Plan, potential number and location of holes, and the location of water at the site.

Mr. Floyd commented that 18 holes is typical, and very important if the City would like to host tournaments in the area. There is the potential for an 18-hole course, with an additional 9 holes for beginners and youth so that they are able to grow the sport.

There was a general discussion regarding the importance of volunteerism for community projects, and the benefit to economic vitality to increase the variety of recreation activities for visitors to Susanville. Mr. McCourt explained next steps in the process, and the opportunity to have businesses or community groups sponsor holes in order to offset the cost of installing the baskets. He discussed the other communities who have disc golf courses, what the courses feature and the pros and cons of each. The opportunity to create a course at Skyline Ranch Park is advantageous due to the existing infrastructure and the unique terrain which provides a more challenging course for experienced players.

Councilmember Schuster thanked Mr. McCourt for getting the community involved and being supportive of the project.

Mayor pro tem Franco concurred, and thanked Mr. McCourt for providing more information for those who were not familiar with the sport, and he thanked those present who were enthusiastic and supportive of the project.

Nick McBride commented that he has been looking at stocking discs and baskets at his store because of the big following that the sport has. It's a popular sport and would give people another reason to visit Susanville.

David Teeter, District 3 Supervisor, stated that the concept fits what Susanville is trying to achieve by giving people another outdoor recreation activity. The community energy and involvement in support of the project is an opportunity for the City to accomplish so much more for the citizens, and everyone will benefit.

Mayor pro tem Franco added that it takes an existing park and by adding a golf course and pump track, creates another destination for families and visitors to enjoy the outdoors. He does not see any negatives with the project, or the process of engaging the community to use volunteer force.

Motion by Councilmember Wilson, second by Councilmember Moore to authorize staff to move forward with development of the design and construction costs of the golf course for an estimated \$15,000 from the Park Dedication Fund; motion carried. Ayes: Wilson, Moore, Schuster and Franco. Absent: Stafford.

12B Consider authorizing staff to proceed with Pump Track Design and support the use of Parkland Dedication fund in an estimated amount of \$15,000 toward construction of Skyline Pump Track Mr. Newton reported that similar to the disc golf course discussion, the public outreach effort for the Paul Bunyan Connectivity Grant has brought back the discussion of the Pump Track which had been approved by Council in May 2016. Use of Park Land Dedication Funding has been considered as an option for funding the project, which is estimated to be constructed for approximately \$10,000.

Nick McBride discussed the design layout, size, construction, and the importance of water for both construction and dust abatement.

There was a general discussion regarding the possibility of a fire station being constructed in the area, the location of a dog park, and opportunities to include the features that the community has expressed support for through the public workshop process.

Motion by Councilmember Schuster, second by Councilmember Wilson, to proceed with design and cost estimates for construction for the pump track at a cost not to exceed \$10,000, with final design to be approved by Council; motion carried. Ayes: Schuster, Wilson, Moore and Franco. Absent: Stafford.

12C Consider providing direction to staff regarding proposed Dog Park Concept and Childrens' Playground Mr. Newton explained that the final community proposed project and use of Park Land Dedication funds as a means to finance improvements at the Skyline Park, is the dog park concept and children's playground. Members of the community have expressed interest and support in the creation of a dog park, and staff is looking for discussion and direction regarding the possibility of establishing it at Skyline Park.

Mimi Rena stated that the Skyline Park was not the first choice of locations; a dog park should have a shady, grassy area and needs a lot of water. Skyline Park does not have any of those features. She explained key components for a safe dog park, including separate areas for small and large dogs, requiring licensing and a suggestion that the City property located at Sierra Road was a potentially favorable location.

Mr. McCourt explained that the proposed location at Sierra Park is ideal and the project would include grass and improvements above the existing natural desert scape. There is an anonymous donor for the project that is making a very generous contribution to the project. Additional workshops should be conducted prior to making a final decision regarding location and design.

There was an extensive discussion regarding the importance of creating a multi-use destination at a location that has existing parking and other infrastructure that is expensive to install in the creation of a new park. Features to include a dog park, pump track, and disc golf course could be accommodated on site, and it was the consensus of Council to bring the item back for further discussion regarding design at the next meeting.

13 CITY ADMINISTRATOR'S REPORTS:

13A Police Department Update Acting Chief Merritt provided an update regarding the activities and accomplishments of the Susanville Police Department for the second quarter of 2018. He reviewed staffing, community outreach, facilities and equipment, and a comparison of activity between the first and second quarter of 2018. Overall, calls for service have increased since the first quarter, which notable increases in miscellaneous crimes, misdemeanor arrests and traffic/parking citations. Acting Chief Merritt discussed the success of neighborhood watch groups, a presence at the Kid's Fair, the Annual Rabies Clinic and an assembly held at the high school to bring awareness to teens regarding sex crimes.

Councilmember Schuster commented that she attended the assembly, and she commended Victoria Estrada for her outstanding work with the students.

The City Council thanked Acting Chief Merritt for his report.

13B Property Maintenance Ordinance Update Mr. Newton explained that at the last meeting, the Council received a request to bring an update to discuss the progress and challenges associated with the

City's Property Maintenance Ordinance. The ordinance was developed by work performed by the former City Administrator and former City Planner. After the ordinance was adopted in June 2017, the City had significant staffing changes, and absent an established procedure for implementation of the ordinance the City has experienced some growing pains. The process to abate properties is an expensive process and also a legal process to follow the ordinance. Mr. Newton reviewed the approach that the City has taken to deal with complaints, and the importance of consistent enforcement. Code enforcement is time consuming, and there are many properties that have been in poor shape for a number of years, but with funding considerations and existing staffing levels, it is not realistic to go after 200 properties at once. Mr. Newton stated that staff was requesting discussion and direction from the Council regarding the consistent enforcement of the ordinance.

Harold Kimbriel expressed his concern that if the process is complaint driven, then there should be some criteria to prevent a person complaining about a property as a way to cause problems for someone they may have a personal issue with. There needs to be some minimum requirements for filing a complaint on another person.

Mayor pro tem Franco commented that a big issue is to determine what degree the City will go to in order to consistently and fairly enforce the ordinance, when there are currently more dilapidated properties than we are prepared to handle.

Mr. Newton responded that he is optimistic that the City Planner, who is expected to begin work very soon, will be a valuable resource, due to his background with code enforcement. The City Building Official has had good results by just talking to people, but it is how to deal with those who will not comply that presents the challenge. He added that just because a complaint is filed by someone does not make it an automatic violation of the ordinance.

Mr. Kimbriel asked for input from the City's Building Official on his process for investigating complaints.

Anthony Hanner explained that his day includes a schedule of inspections that are either building or code enforcement, and depending on the level of the complaint or what he discovers on site, then it is largely his discretion on how to proceed. If it is a weed and rubbish nuisance, that gets turned over to the fire department. He talks to the property owner and gives them one week to take care of the issue. In most cases, people are compliant and he encourages them to talk to each other, and to talk with their neighbors if they have a problem. He added that the biggest challenge from his perspective is that people's perception of how the complaints will be handled seems to be all over the map.

Mr. Kimbriel stated that sometimes it is difficult to determine if a property is in the City or County. He asked Mr. Hanner if he worked with the County during the process.

Mr. Hanner reported that some complaints do get turned over to the County Health Department, for example issues related to an infestation of rodents or bugs.

Mayor pro tem Franco commented that City staff is doing a great job, but there is more than they are equipped to handle, so the issue is not a negative reflection on staff or a complaint about the job they are doing. There are just too many properties in town that are in violation of the ordinance.

Mr. Kimbriel said that he believes the City would get the majority of people to comply by sending letters asking them to clean up their property. Demands or strong arming just irritates people, and there should

be criteria that requires it be a neighbor or someone with direct proximity to the property who is filing the complaint.

Mr. Hanner added that whatever actions are taken have to be done very carefully, or the City could get into trouble cleaning up properties and disposing of items that might be unsightly to a neighbor, but not necessarily a violation of the ordinance.

Mr. Newton explained that the ordinance is very broad, and an astute neighbor could point out minor defects in a property and file a complaint that the neighbor is in violation of the ordinance. There are enough properties in town that are in extremely poor shape, that it becomes an issue of what parts of the ordinance does the Council want staff to focus on, given the existing staffing levels.

Councilmember Wilson suggested going after the obvious dilapidated properties, such as those that are boarded up, burned, and maybe contact the Board of Realtors who spoke at the last meeting and indicated that they had a list of problem properties.

Mayor pro tem Franco stated that it is important to be proactive and not reactive, and show the public that the City is working to gain compliance.

14 **COUNCIL ITEMS:**

14A **AB1234 travel reports:**

Councilmember Schuster requested that an item be added to a future agenda regarding renaming Riverside Park to Fruit Growers Park. The mill and Fruit Growers Company is a huge part of the City's history, and it would be an easy way to maintain the historic character of the community that is important to so many people.

15 **ADJOURNMENT:**

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

Meeting adjourned at 9:50 p.m.

Kevin Stafford, Mayor

Respectfully submitted by

Gwenna MacDonald, City Clerk

Approved on: _____

Reviewed by: D. Interim City Administrator

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 18-5573** approving and authorizing Mayor to execute MOU with the Administrative bargaining unit.

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: An agreement has been reached with the Administrative bargaining unit for the period of July 1, 2018 through June 30, 2020. The changes from the existing agreement include the following (see attached MOU for complete details):

1. Two Year Contract
2. \$1,000 Employee Recognition to be paid annually for 2 years
3. Adding Residency Policy
4. Modify language in Overtime sections 11.D and 11.E

FISCAL IMPACT: Increase in current annual salary and benefits as follows:
Year 1 - \$ 6,839
Year 2 - \$ 6,839

ACTION REQUESTED: Motion to approve Resolution No. 18-5573, approving and authorizing Mayor to execute MOU with the Administrative bargaining unit.

ATTACHMENTS: Resolution No. 18-5573
Administrative Unit Memorandum of Understanding

RESOLUTION NO. 18-5573
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING AND AUTHORIZING MAYOR TO EXECUTE MEMORANDUM OF
UNDERSTANDING WITH THE ADMINISTRATIVE BARGAINING UNIT FOR FISCAL
YEAR 2018/2019 AND 2019/2020

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Susanville that the Memorandum of Understanding with the Administrative bargaining unit for the period of July 1, 2018 through June 30, 2020 is hereby approved.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5573 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 19th day of September, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF SUSANVILLE

AND

THE ADMINISTRATIVE
EMPLOYEES**

July 1, 2018 and including June 30, 2020

TABLE OF CONTENTS

<u>SECTION</u>	<u>TITLE</u>	<u>PAGES</u>
1	Introduction	3
2	Employee Rights	3
3	City Rights	3
4	Nondiscrimination	4
5	Unit Recognition	4
6	Salary Scale, Merit Step, Career Development	4
7	Retirement	4
8	Work Schedule	5
9	Holiday, Vacation and Sick Leave	5
10	Administrative Leave	6
11	Overtime	6
12	Military Leave	7
13	Jury Duty	7
14	Family Illness/Injury Leave	7
15	Bereavement Leave	7
16	Layoff Policy	7
17	Health, Dental and Vision Insurance	8
18	Life Insurance	8
19	IRS Section 125; Deferred Compensation	8
20	Flexible Benefit; Uniform Allowance	8
21	Past Practices	9
22	Grievances/Discipline Practices	9
23	Sole Agreement	9
24	Residency Policy	9
25	Savings Clause	9
26	Term of Memorandum of Understanding	10
	Signatures	10
	Exhibit A: UNIT Positions	11
	Exhibit B: FY 18/20 Salary Schedule	12
	Exhibit C: Residency Policy	13

1. **INTRODUCTION**

The CITY of Susanville, hereinafter called the CITY, and the Administrative Employees, having met and conferred in good faith, have entered into this Memorandum of Understanding (MOU) establishing wages, hours, and other terms and conditions of employment.

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

2. **EMPLOYEE RIGHTS**

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

3. **CITY RIGHTS**

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

- a. To direct employees in the performance of their duties.
- b. To hire, promote, transfer, assign, and discipline employees.
- c. To dismiss employees because of lack of work, or in accordance with applicable provisions of the CITY's personnel ordinance and Personnel Policies and Procedures adopted by the City Council.
- d. To determine the mission of its divisions and departments, and its budget, organization, number of employees, and the numbers, types, classifications, descriptions, and grades of positions or employees assigned to an organizational unit, work project shift, or tour of duty, and the methods and technology of performing its work.
- e. To take whatever action may be appropriate to carry out its mission in situations of emergency.
- f. To direct personnel based upon CITY Personnel Policies and Procedures adopted by the City Council where deemed applicable by the City Council.
- g. In addition, the CITY specifically retains all the rights, subject to the provisions of this MOU, to take whatever actions and set whatever policies it deems necessary, with appropriate notification to UNIT employees.
- h. This section will not operate to deny any employee rights guaranteed by applicable law, including the Meyers-Milias-Brown Act.

4. **NONDISCRIMINATION**

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

5. **UNIT RECOGNITION**

The CITY agrees to acknowledge the UNIT as the only recognized employee organization representing the Administrative employees and shall consist of all full-time, regular or probationary employees of the CITY listed in Exhibit "A" of this MOU.

6. **SALARY SCALE, MERIT STEP, CAREER DEVELOPMENT**

- a. Each Employee shall receive an employment Recognition Incentive of \$1,000 each year of this Agreement to be paid annually during the December special payroll.
- b. Pay periods will conform to 26 pay periods within a full year with pay day occurring every other Friday.
- c. The Employees shall receive such merit steps as may be granted pursuant to the Employee Manual. When an employee has been at Step E for two years, he/she may, according to merit, be moved to Step F, which is five percent higher than the current range and step. If the employee remains in Step F for two additional years, he/she may according to merit, go to Step G. If the employee remains in Step G for two additional years, he/she may, according to merit, go to Step H. Merit increases will not be automatic and will be based upon merit as evidenced by a performance evaluation. Longevity ends at Step H.
- d. The compensation listed in Exhibit "B" of the City of Susanville Global Range and Step Matrix shall constitute entire compensation, except as provided within this Agreement.
- d. Administrative Employees whose positions are exempt from the requirements of the Fair Labor Standards Act are not eligible for standby pay, call back pay, overtime pay, or any other form of overtime compensation unless expressly authorized by the City Administrator.
- e. Where there is a continuing education program approved by the City Administrator the CITY shall pay the cost of books, tuition, fees, mileage and per diem expenses to complete the program as allowed by budget.
- f. S.D.I.: The City will pay the State Disability Insurance for the employees of this Unit.

7. **RETIREMENT**

- a. For Legacy Employees as defined by the California Public Employee's Pension Reform Act (PEPRA) of 2013, the CITY shall pay the employer's share and the

employee shall pay the employee's 8% share of the existing retirement program of 3% at 60, single highest year, with California Public Employees Retirement System for Legacy employees.

- b. New Employees as defined by the CalPERS hired after January 1, 2013 will be subject to the mandatory provisions of AB340 / PEPRA.
Non-safety employees 2% at 62
Safety employees 2.7% at 57

8. **WORK SCHEDULE**

- a. The Exempt Administrative Employees covered by this MOU generally work from 8:00 a.m. to 5:00 p.m. or the hours worked by employees within the respective departments, plus any additional hours associated with required meetings, emergencies, and other requirements of the position.
- b. The Nonexempt employees covered by the MOU shall have a workweek that begins at midnight Saturday and ends at midnight the following Friday. Nonexempt Administrative Unit Employees covered by this MOU generally work from 8:00 a.m. to 5:00 p.m. or the hours worked by employees within the respective departments, plus any additional hours associated with required meetings, emergencies, and other requirements of the position. Nonexempt Employees shall be normally scheduled for two consecutive days off. A 40-hour work week shall constitute a regular work schedule for this UNIT unless the needs of the CITY require an alteration of the schedule because of emergencies, program or staffing needs, budgetary reasons or in order to accommodate temporary schedule adjustments. Normally the work week for Nonexempt Administrative Employees shall be Monday through Friday, with a 60-minute lunch break. The needs of the CITY will be paramount when making assignments under the 40-hour work week.

9. **HOLIDAYS, VACATION AND SICK LEAVE**

Employees in this UNIT shall earn annual vacation credit accrued per pay period as specified below:

0-1	year	3.69
1-5	years	4.62
5-10	years	5.23
10-15	years	6.15
15-20	years	7.69
20 +	years	9.23

- a. Vacation credit will vest and become available for use upon the successful completion of the probationary period for any new employees within the UNIT. Accrued vacation time may be used during the probationary period, subject to the approval of the City Administrator on a case-by-case basis.
- b. Maximum vacation accrual shall be 240 hours The City Administrator may authorize increasing the maximum accrual for a defined period of time if the excess

accrual was created because the City Administrator cancelled an employee's scheduled vacation due to a CITY emergency. Any vacation hours accrued over 240 hours shall be bought back by the City at fifty percent of employee's base salary during December.

10. **ADMINISTRATIVE LEAVE**

Exempt Members of the UNIT shall receive 60 hours Administrative Leave per fiscal year in addition to vacation leave. Such leave shall be credited July 1 of each year.

Administrative Leave will be made available from the time of hire, at 15 hours credited for each three-month period remaining in the fiscal year that the employee is hired and prorated for the first three-month period

Administrative Leave is made available in recognition of employee's responsibility to perform functions after normal business hours.

Administrative Leave may not accrue, and any unused leave will extinguish as of June 30 of each year. UNIT members may sell up to 30 hours of unused Administrative Leave back to the CITY during December, and up to thirty hours of unused Administrative Leave back to the City in June. This benefit is not available to an employee who has not successfully completed their introductory period.

Nonexempt Members shall not receive Administrative Leave.

11. **OVERTIME**

- a. The CITY agrees that all hours worked by Nonexempt employees in excess of forty (40) hours per week shall be compensated for at a rate of 1.5 times the regular rate of pay
- b. The assignment of overtime will be at the CITY'S sole discretion and scheduled by supervisory personnel. However, the CITY shall endeavor to select among those employees who are qualified, those individuals who wish to work overtime, and when reasonably possible, to schedule such overtime work in advance. When an employee cannot work unscheduled overtime, for whatever reason, such action will not be considered insubordination and no other sanctions will be imposed on the employee.
- c. The CITY shall have the right to require employees to work whenever necessary.
- d. The City shall grant either pay or overtime, pursuant to Section 13.A of this MOU, or compensatory time off at the rate of 1.5 times the number of overtime hours worked. It shall be the employee's option to select monetary compensation or compensating time off, except in circumstances where the City will be reimbursed for the employee's overtime only if the employee receives monetary compensation for the overtime hours worked. In these circumstances the employee will receive monetary compensation.

- e. No employee shall accrue more than 120 hours of compensatory time off. Employees with more than 120 hours at the time of this change shall be allowed to keep those hours in this time bank until they fall below 120 hours at which time they could not bank hours over the 120-hour limit. Employee may request at monetary compensation payment of up to 40 hours twice a year for a total of 80 hours per fiscal year to be issued by separate check. Such check(s) may only be issue within the months of December and June.
- f. An employee who is called in to work (non-scheduled overtime) and at least one (1) hour after clocking out shall receive a minimum of two hours at 1.5 times the regular rate of pay.
- g. An employee who works more than ten consecutive hours shall receive a meal allowance of \$13.50.
- h. This section shall not apply to Exempt Members.

12. **MILITARY LEAVE**

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

13. **JURY DUTY**

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

14. **FAMILY ILLNESS OR INJURY LEAVE**

Family Leave provisions are outlined in the Employee Manual dated June 1, 2001.

15. **BEREAVEMENT LEAVE**

Bereavement Leave shall be granted according to the provisions of the Employee Manual dated June 1, 2001.

16. **LAY-OFF POLICY**

It is recognized by the UNIT that, when due to fiscal, operational or organizational reasons, it is necessary to reduce CITY employment, such action and its implementation, except as qualified herein, shall be at the sole discretion of the CITY. When it is deemed necessary to reduce CITY employment by layoff of employees or elimination of job positions/titles, the CITY shall give the employee a minimum of three-month notice and severance pay including all previous benefits for said three-month period. This benefit is not available to an employee who has not successfully completed his/her introductory period

- a. The CITY shall have the sole right to determine which class or classes shall be subject to layoff.
- b. Employees laid off, or demoted in lieu of layoff, shall have a priority right of return to their prior class. This right shall remain effective for one year from the date of demotion or separation from service.

17. **HEALTH, DENTAL AND VISION INSURANCE**

- a. Effective July 1, 2013 the City shall pay the cost of health, dental and vision insurance premium for each unit member covered under this MOU. Each unit member shall contribute \$46 per month towards the current plan premium. City will continue to research options for the best cost-effective coverage, at its discretion. The City reserves the right to select, change, administer and shall have the right to select any carrier or other method providing coverage to fund the benefits and may adjust the amount the City shall pay for such benefits. If the insurance provider is changed and the cost is less than \$1018 per month per employee, the City shall cap the amount of its contribution to an amount not less than 100 percent of the cost of the new plan.
- b. Retirees will be eligible to purchase health insurance under the above plan with no vesting requirement if allowed by the plan. A credit of 50% of accumulated sick leave at time of retirement, will be paid out per month towards 50% of premium, subject to CalPERS regulations. The amount of sick leave credit that could be credited toward retiree health insurance benefits will be capped at \$15,000.00.

18. **LIFE INSURANCE**

Each member of UNIT shall receive a \$25,000 term life insurance policy to be paid for by the CITY.

19. **IRS SECTION 125 PLAN; DEFERRED COMPENSATION**

- a. The City has established an IRS Section 125 Plan for use by employees.
- b. The City will contribute \$25 per pay period as a contribution to an employee's Section 125 plan; or
- c. The City shall match up to two percent of the employee's gross salary in a deferred compensation plan with a maximum contribution of \$25 per pay period.

20. **FLEXIBLE BENEFIT/UNIFORM ALLOWANCE**

- a. Each Exempt Member of the UNIT shall receive a \$200 per year flexible benefit in December of each year.

- b. Uniform Allowance: Administrative Employees who are attached to Police shall receive a uniform allowance equal to that allowed to officers in the Police unit, not to exceed \$800 annually.

21. **PAST PRACTICES**

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

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

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

22. **GRIEVANCE/DISCIPLINE PROCEDURES**

The CITY and UNIT will follow the approved procedures as outlined in the City of Susanville Employee Manual.

23. **SOLE AGREEMENT**

- a. The policies which are collected in this MOU constitute the entirety of the policies which are subject to the meet and confer obligation as agreed to by the parties. To the extent that any other agreement should be in conflict with these policies, these policies shall prevail.
- b. If, during its term, the parties hereto should mutually agree to modify, amend or alter the provisions of the MOU in any respect, any such change shall be effective only, if and when reduced to writing and executed by the authorized representative of the CITY and the UNIT. Any such changes validly made shall become a part of this MOU and subject to its terms.

24. **RESIDENCY POLICY**

The CITY and UNIT agree that the residency Policy is applicable to all Unit Members hired after January 1, 2018, as shown is Exhibit "C".

25. **SAVINGS CLAUSE**

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

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

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

25. **TERM OF THE MEMORANDUM OF UNDERSTANDING**

This MOU shall remain in effect for the period of July 1, 2018 through and including June 30, 2020, or until a successor MOU is reached, unless a specific provision provides for a different commencement and/or termination date. This MOU has been ratified by both the CITY and UNIT.

Dated this ___ day of _____, 2018.

Kevin Stafford, Mayor

Bill Hoffman, UNIT Representative

Dan Newton, Interim City Administrator

ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

Administrative Confidential Employees
Position Classification Schedule
July 1, 2018 through June 30, 2020

<u>Exempt Positions</u>	<u>Range</u>
Assistant to the City Administrator	148
Administrative Assistant: Police Department	138

<u>Nonexempt Positions</u>	
Project Manager	146
Assistant Civil/Air Quality Engineer	140/144/150
Assistant Engineer	140
Permit Technician	140

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX
2018-2020 ADMINISTRATIVE MOU

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H
101	713.30	748.97	786.42	825.74	867.02	910.38	955.89	1,003.69
102	731.14	767.69	806.08	846.38	888.70	933.13	979.79	1,028.78
103	748.97	786.42	825.74	867.02	910.38	955.89	1,003.69	1,053.87
104	767.70	806.08	846.39	888.71	933.14	979.80	1,028.79	1,080.23
105	786.41	825.73	867.02	910.37	955.89	1,003.69	1,053.87	1,106.56
106	806.08	846.38	888.70	933.14	979.80	1,028.78	1,080.22	1,134.24
107	825.74	867.02	910.38	955.89	1,003.69	1,053.87	1,106.57	1,161.90
108	846.39	888.71	933.14	979.80	1,028.79	1,080.23	1,134.24	1,190.95
109	867.02	910.37	955.89	1,003.69	1,053.87	1,106.57	1,161.89	1,219.99
110	888.71	933.15	979.81	1,028.80	1,080.24	1,134.25	1,190.96	1,250.51
111	910.38	955.89	1,003.69	1,053.87	1,106.57	1,161.90	1,219.99	1,280.99
112	933.15	979.81	1,028.80	1,080.24	1,134.25	1,190.96	1,250.51	1,313.03
113	955.90	1,003.69	1,053.88	1,106.57	1,161.90	1,220.00	1,281.00	1,345.05
114	979.81	1,028.80	1,080.24	1,134.25	1,190.96	1,250.51	1,313.03	1,378.69
115	1,003.69	1,053.87	1,106.57	1,161.90	1,219.99	1,280.99	1,345.04	1,412.29
116	1,028.80	1,080.24	1,134.25	1,190.97	1,250.51	1,313.04	1,378.69	1,447.63
117	1,053.88	1,106.57	1,161.90	1,219.99	1,280.99	1,345.04	1,412.30	1,482.91
118	1,080.24	1,134.25	1,190.97	1,250.51	1,313.04	1,378.69	1,447.63	1,520.01
119	1,106.57	1,161.90	1,219.99	1,280.99	1,345.04	1,412.29	1,482.91	1,557.05
120	1,134.25	1,190.97	1,250.51	1,313.04	1,378.69	1,447.63	1,520.01	1,596.01
121	1,161.89	1,219.99	1,280.99	1,345.03	1,412.29	1,482.90	1,557.05	1,634.90
122	1,190.97	1,250.52	1,313.04	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81
123	1,219.99	1,280.99	1,345.04	1,412.29	1,482.90	1,557.05	1,634.90	1,716.65
124	1,250.52	1,313.04	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81	1,759.61
125	1,280.99	1,345.04	1,412.29	1,482.91	1,557.05	1,634.90	1,716.65	1,802.48
126	1,313.04	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81	1,759.60	1,847.58
127	1,345.04	1,412.29	1,482.91	1,557.05	1,634.90	1,716.65	1,802.48	1,892.61
128	1,378.70	1,447.63	1,520.01	1,596.01	1,675.81	1,759.61	1,847.59	1,939.97
129	1,412.29	1,482.90	1,557.04	1,634.90	1,716.64	1,802.47	1,892.60	1,987.23
130	1,447.63	1,520.01	1,596.01	1,675.82	1,759.61	1,847.59	1,939.97	2,036.96
131	1,482.90	1,557.04	1,634.89	1,716.64	1,802.47	1,892.59	1,987.22	2,086.59
132	1,520.02	1,596.02	1,675.82	1,759.61	1,847.59	1,939.97	2,036.97	2,138.81
133	1,557.04	1,634.89	1,716.64	1,802.47	1,892.59	1,987.22	2,086.58	2,190.91
134	1,596.01	1,675.81	1,759.60	1,847.58	1,939.96	2,036.96	2,138.81	2,245.75
135	1,634.89	1,716.63	1,802.46	1,892.59	1,987.22	2,086.58	2,190.91	2,300.45
136	1,675.78	1,759.57	1,847.55	1,939.93	2,036.93	2,138.77	2,245.71	2,358.00
137	1,716.63	1,802.46	1,892.59	1,987.22	2,086.58	2,190.91	2,300.45	2,415.47
138	1,759.57	1,847.55	1,939.92	2,036.92	2,138.77	2,245.70	2,357.99	2,475.89
139	1,802.46	1,892.59	1,987.22	2,086.58	2,190.90	2,300.45	2,415.47	2,536.25
140	1,847.54	1,939.92	2,036.92	2,138.76	2,245.70	2,357.99	2,475.89	2,599.68
141	1,892.59	1,987.22	2,086.58	2,190.91	2,300.46	2,415.48	2,536.25	2,663.06
142	1,939.93	2,036.93	2,138.78	2,245.71	2,358.00	2,475.90	2,599.69	2,729.68
143	1,987.22	2,086.58	2,190.90	2,300.45	2,415.47	2,536.25	2,663.06	2,796.21
144	2,036.93	2,138.78	2,245.72	2,358.00	2,475.90	2,599.70	2,729.68	2,866.17
145	2,086.58	2,190.90	2,300.45	2,415.47	2,536.25	2,663.06	2,796.21	2,936.02
146	2,138.77	2,245.71	2,358.00	2,475.90	2,599.69	2,729.68	2,866.16	3,009.47
147	2,190.91	2,300.45	2,415.47	2,536.25	2,663.06	2,796.21	2,936.02	3,082.82
148	2,245.71	2,357.99	2,475.89	2,599.69	2,729.67	2,866.16	3,009.46	3,159.94
149	2,300.45	2,415.48	2,536.25	2,663.06	2,796.22	2,936.03	3,082.83	3,236.97
150	2,358.00	2,475.90	2,599.70	2,729.68	2,866.17	3,009.47	3,159.95	3,317.94
151	2,415.48	2,536.25	2,663.07	2,796.22	2,936.03	3,082.83	3,236.97	3,398.82
152	2,475.89	2,599.69	2,729.67	2,866.15	3,009.46	3,159.93	3,317.93	3,483.83
153	2,536.25	2,663.07	2,796.22	2,936.03	3,082.83	3,236.98	3,398.82	3,588.77
154	2,599.69	2,729.67	2,866.16	3,009.47	3,159.94	3,317.94	3,483.83	3,658.02
155	2,663.06	2,796.22	2,936.03	3,082.83	3,236.97	3,398.82	3,568.76	3,747.20
156	2,729.67	2,866.16	3,009.46	3,159.94	3,317.94	3,483.83	3,658.02	3,840.92
157	2,796.21	2,936.02	3,082.82	3,236.97	3,398.81	3,568.75	3,747.19	3,934.55
158	2,866.16	3,009.47	3,159.95	3,317.94	3,483.84	3,658.03	3,840.93	4,032.98
159	2,936.02	3,082.82	3,236.96	3,398.81	3,568.75	3,747.19	3,934.55	4,131.27
160	3,009.47	3,159.94	3,317.94	3,483.84	3,658.03	3,840.93	4,032.98	4,234.63
161	3,082.82	3,236.96	3,398.80	3,568.74	3,747.18	3,934.54	4,131.27	4,337.83
162	3,159.94	3,317.94	3,483.83	3,658.03	3,840.93	4,032.97	4,234.62	4,446.35
163	3,236.96	3,398.80	3,568.74	3,747.18	3,934.54	4,131.27	4,337.83	4,554.72
164	3,317.94	3,483.84	3,658.03	3,840.93	4,032.96	4,234.63	4,446.36	4,666.67
165	3,398.80	3,568.74	3,747.18	3,934.54	4,131.27	4,337.83	4,554.72	4,782.46
166	3,483.84	3,658.03	3,840.93	4,032.98	4,234.63	4,446.36	4,668.88	4,902.11
167	3,568.74	3,747.18	3,934.54	4,131.26	4,337.83	4,554.72	4,782.45	5,021.58
168	3,658.03	3,840.93	4,032.97	4,234.62	4,446.35	4,668.67	4,902.10	5,147.21
169	3,747.18	3,934.54	4,131.26	4,337.83	4,554.72	4,782.45	5,021.57	5,272.65
170	3,840.93	4,032.97	4,234.62	4,446.35	4,668.67	4,902.11	5,147.21	5,404.57
171	3,934.54	4,131.27	4,337.83	4,554.72	4,782.46	5,021.58	5,272.66	5,536.29
172	4,032.98	4,234.63	4,446.36	4,668.68	4,902.11	5,147.21	5,404.57	5,674.80
173	4,131.26	4,337.83	4,554.72	4,782.45	5,021.58	5,272.65	5,536.29	5,813.10
174	4,234.63	4,446.36	4,668.68	4,902.11	5,147.22	5,404.58	5,674.81	5,958.55
175	4,337.82	4,554.71	4,782.45	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75
176	4,446.35	4,668.67	4,902.10	5,147.21	5,404.57	5,674.80	5,958.54	6,256.47
177	4,554.71	4,782.44	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75	6,408.93
178	4,668.68	4,902.11	5,147.22	5,404.58	5,674.81	5,958.55	6,256.48	6,569.30
179	4,782.45	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75	6,408.94	6,729.38
180	4,902.10	5,147.21	5,404.57	5,674.80	5,958.54	6,256.46	6,569.29	6,897.75
181	5,021.57	5,272.65	5,536.28	5,813.09	6,103.75	6,408.93	6,729.38	7,065.85
182	5,147.20	5,404.56	5,674.79	5,958.53	6,256.46	6,569.28	6,897.75	7,242.63
183	5,272.65	5,536.28	5,813.09	6,103.75	6,408.93	6,729.38	7,065.85	7,419.14
184	5,404.56	5,674.79	5,958.53	6,256.46	6,569.28	6,897.74	7,242.63	7,604.76
185	5,536.27	5,813.09	6,103.74	6,408.93	6,729.38	7,065.85	7,419.14	7,790.09
186	5,674.79	5,958.53	6,256.46	6,569.28	6,897.75	7,242.64	7,604.77	7,985.01
187	5,813.09	6,103.75	6,408.93	6,729.38	7,065.85	7,419.14	7,901.10	8,179.60
188	5,958.53	6,256.46	6,569.28	6,897.75	7,242.63	7,604.77	7,985.00	8,384.25
189	6,103.74	6,408.93	6,729.38	7,065.85	7,419.14	7,901.10	8,179.60	8,588.58
190	6,256.46	6,569.28	6,897.74	7,242.63	7,604.76	7,985.00	8,384.25	8,803.46
191	6,408.93	6,729.38	7,065.85	7,419.14	7,901.10	8,179.60	8,588.58	9,018.01
192	6,569.29	6,897.75	7,242.64	7,604.77	7,985.01	8,384.26	8,803.47	9,243.64
193	6,729.38	7,065.85	7,419.14	7,901.10	8,179.60	8,588.58	9,018.01	9,468.91
194	6,897.75	7,242.63	7,604.77	7,985.00	8,384.25	8,803.47	9,243.64	9,705.82
195	7,065.85	7,419.15	7,901.10	8,179.61	8,588.59	9,018.02	9,468.92	9,942.37
196	7,242.64	7,604.77	7,985.01	8,384.26	8,803.47	9,243.64	9,705.83	10,191.12
197	7,419.15	7,901.11	8,179.61	8,588.59	9,018.02	9,468.92	9,942.37	10,439.49
198	7,604.76	7,985.00	8,384.25	8,803.46	9,243.64	9,705.82	10,191.11	10,700.66
199	7,790.11	8,179.61	8,588.59	9,018.02	9,468.92	9,942.37	10,439.49	10,961.46
200	7,985.00	8,384.25	8,803.46	9,243.63	9,705.81	10,191.10	10,700.65	11,235.69



CITY OF SUSANVILLE

Residency Policy for Employees with Emergency/Urgent Response Duties

Adopted _____, Last Updated _____

1. Introduction

This policy establishes a requirement for all employees in the below-mentioned job categories to reside within a reasonable proximity to their place of employment to allow them to respond within the timeframes set forth below. This policy applies to employees in the below-mentioned job categories hired by the City of Susanville after this policy takes effect and to current employees of the City of Susanville in the below-mentioned job categories if the current employee changes his or her residence after this policy takes effect.

The job categories for which this policy applies are:

- A. All sworn officers working for the City of Susanville Police Department. This includes but is not limited to: full-time sworn officers (including supervisors), part-time sworn officers and reserve officers.
- B. All City of Susanville Fire Department personnel (including supervisors).
- C. All City of Susanville Public Works personnel (including supervisors).

2. Requirements

The following requirements apply to each employee hired after January 1, 2018 by the City of Susanville in the above-mentioned job categories.

- A. For purposes of this policy, RESIDENCE means the house or other fixed abode where the employee lives full time, the address of which the employee must have on file with the City.
- B. The RESIDENCE of the employee must be within a 35-minute drive of the department office applicable to the employee's employment with the City. For example, public works employees' department office will be the public works department office.
- C. The drive time of the employee will be determined by entering the address of the employee residence and the location of his or her respective department office in the City of Susanville into an internet based mapping system selected at the sole discretion of the City, such as Google Maps assuming fair-whether driving conditions. A copy of the printout of the mapping system showing drive time from the department office to the residence will be kept by the City.
- D. When instructed by his or her employer or supervisor, each employee must respond to an emergency or urgent situation connected to his or her employment with the City of

Susanville. An exception to this requirement is when the employee is on a previously authorized vacation or other approved leave, or has traveled outside of a 100-mile radius of the department office applicable to that City employee.

- E. Employees will be compensated as currently outlined in their respective Memorandum of Understanding and Employee Handbook and will not be eligible for any additional compensation as a result of these requirements.

3. Purpose

The above-mentioned job categories include critical job functions that require the employees who perform the jobs to respond to emergency or urgent situations connected to their employment with the City of Susanville. From time to time, emergency or urgent situations arise and additional employees must be called to assist with the urgent or emergency situation. The City of Susanville is located in the high desert and weather conditions such as rain, snow, ice and wind cause road closures, making it difficult for employees to report to their place of employment at various times throughout the year if the location of the employee's RESIDENCE requires too much time to arrive at the worksite. Varied road types including but not limited to mountain passes, unmaintained dirt roads and steep windy roads surrounding the City of Susanville make it necessary for the proximity of the employee to his or her place of employment or the city limits to be measured in drive time and not miles. To protect the health, safety and welfare of the people and property within the City of Susanville during emergencies or urgent situations, employees with the above-mentioned job descriptions must be able to respond to an emergency or urgent situation within a reasonable time. Requiring future employees or current employees who change their residence after this policy takes effect to live within a 35-minute drive of his or her place of employment best serves the legitimate interests of the City.

4. Violation of Policy

Violation of this policy will result in a notice to cure the violation within 30 days. Failure to cure the violation within 30 days will result in termination of employment within 14 days of the deadline to cure the violation.

5. Administrative Exception/Override

In the event an employee can prove a hardship due to this requirement, the City Administrator shall have the authority to waive this residency requirement. The employee shall provide, in writing, a statement regarding the hardship, including evidence supporting said hardship, for the Administrator's review and consideration. The Administrator will have 15 days to determine whether or not a hardship exists and will notify the employee, in writing, of his/her response.

Reviewed by:  Interim City Administrator

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

Submitted By: Deborah Savage, Finance Manager

Action Date: September 19, 2018

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 months of June (Updated), July and August 2018.

FISCAL IMPACT: None

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

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

POOLED CASH & INVESTMENTS

August 31, 2018

POOLED CASH FUND	
Tri-Counties Bank - Checking	85,535
LAIF	13,748,245
Total Cash & Investments	<u>13,833,780</u>

Pooled Cash Allocation:

General	709,935
General Fund Reserves	1,504,612
General Fund Restricted	179,412
Special Revenue	913,361
Capital Projects	13,848
Debt Service	276,955
Enterprise:	
Airport	3,531
Geothermal	261,569
Golf Course	(39,409)
Natural Gas	5,382,448
Water	3,719,644
Internal Service	430,426
Trust & Agency	477,450
Total Cash & Inv. Allocations	<u>13,833,780</u>

CASH WITH FISCAL AGENTS

August 31, 2018

General	
Special Revenue	
Capital Projects	
Debt Service	
Enterprise	2,453,526
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,453,526</u>
GRAND TOTAL	<u>16,287,306</u>

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 AUGUST 31, 2018

COMBINED ACCOUNTS

9999-1011-002	TRI COUNTIES BANK	85,534.92
9999-1030-001	LAIF	13,748,245.34
		13,833,780.26
9999-1000-000	TOTAL COMBINED CASH AND INVESTMENTS	13,833,780.26
	CLAIM ON CASH	(13,833,780.26)
		.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	17,241.66
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,515.07
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	140,000.91
1004	ALLOCATION TO GF-PANCERA	18,654.33
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,346,234.59
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	2,379.16
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	110,103.82
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	45,894.91
2002	ALLOCATION TO STATE COPS	40,224.09
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	105,158.45
2006	ALLOCATION TO SNOW REMOVAL	45,722.60
2007	ALLOCATION TO STREETS & HIGHWAYS	(509,108.44)
2010	ALLOCATION TO STREET MITIGATION	43,831.14
2011	ALLOCATION TO POLICE MITIGATION	10,029.59
2012	ALLOCATION TO FIRE MITIGATION	141,769.56
2013	ALLOCATION TO PARK DEDICATION FUND	160,661.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	9,147.65
2018	ALLOCATION TO HOME REVOLVING FUND	424,758.31
2030	ALLOCATION TO TRAFFIC SAFETY	53,814.33
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	80,721.49
2037	ALLOCATION TO SKYLINE BICYCLE LANE	8,826.61
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	297,804.54
4003	ALLOCATION TO CITY HALL	7,349.83
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	252,155.15
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	17,449.67
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	588,375.87
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	23,133.95
7630	ALLOCATION TO RISK MANAGEMENT FUND	210,997.74
7650	ALLOCATION TO PAYROLL	23.68
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	21,137.43
8402	ALLOCATION TO LAFCO	26,133.90
8403	ALLOCATION TO SEC 125 & AFLAC	959.28
8404	ALLOCATION TO AIR POLLUTION	154,477.19
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	320,188.38
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(87,446.53)
8407	ALLOCATION TO AIR POLLUTION- CCI REDUCTION	42,000.00
		8,981,395.91
	ALLOCATIONS TO RESTRICTED FUNDS	8,981,395.91

CITY OF SUSANVILLE
COMBINED CASH AND INVESTMENTS
AUGUST 31, 2018

UNRESTRICTED FUNDS

1000	ALLOCATION TO GENERAL FUND	709,934.78
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	104,089.85
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	27,178.16
7201	ALLOCATION TO AIRPORT	3,530.69
7301	ALLOCATION TO GEOTHERMAL UTILITY	261,568.60
7401	ALLOCATION TO NATURAL GAS	3,575,373.29
7530	ALLOCATION TO GOLF COURSE	(39,409.28)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	196,270.29
		<hr/>
	ALLOCATIONS TO UNRESTRICTED FUNDS	4,852,384.35
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	13,833,780.26
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(13,833,780.26)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	.00
		<hr/> <hr/>

TRI-COUNTIES BANK

		\$392,101.80
8/1/2018		\$153.69 \$392,255.49
8/1/2018		\$111.99 \$392,367.48
8/1/2018	-\$2,684.02	\$389,683.46
8/1/2018		\$19,201.11 \$408,884.57
8/1/2018		\$45,251.66 \$454,136.23
8/1/2018		\$160,001.01 \$614,137.24
8/2/2018		\$802.31 \$614,939.55
8/2/2018		\$388.81 \$615,328.36
8/2/2018		\$32.25 \$615,360.61
8/2/2018		\$97.44 \$615,458.05
8/2/2018		\$27,574.33 \$643,032.38
8/2/2018		\$6,397.13 \$649,429.51
8/3/2018		\$1,647.52 \$651,077.03
8/3/2018		\$7.00 \$651,084.03
8/3/2018		\$13.42 \$651,097.45
8/3/2018		\$11.28 \$651,108.73
8/3/2018		\$13.42 \$651,122.15
8/3/2018		\$7.00 \$651,129.15
8/3/2018	-\$247,365.52	\$403,763.63
8/3/2018	-\$115,044.03	\$288,719.60
8/3/2018	-\$9,236.45	\$279,483.15
8/3/2018		\$26,733.64 \$306,216.79
8/3/2018		\$2,634.22 \$308,851.01
8/3/2018		\$6,898.77 \$315,749.78
8/6/2018		\$1,609.99 \$317,359.77
8/6/2018	-\$62.62	\$317,297.15
8/6/2018	-\$179.98	\$317,117.17
8/6/2018		\$41,331.33 \$358,448.50
8/6/2018		\$6,717.65 \$365,166.15
8/6/2018		\$158.06 \$365,324.21
8/7/2018		\$862.45 \$366,186.66
8/7/2018		\$833.49 \$367,020.15
8/7/2018		\$20,769.38 \$387,789.53
8/7/2018		\$4,342.37 \$392,131.90
8/7/2018		\$1,144.49 \$393,276.39
8/8/2018	-\$31,996.04	\$361,280.35
8/8/2018	-\$596.87	\$360,683.48
8/8/2018	-\$19.37	\$360,664.11
8/8/2018	-\$40.00	\$360,624.11
8/8/2018	-\$107.50	\$360,516.61
8/8/2018		\$18,199.64 \$378,716.25
8/8/2018		\$4,913.24 \$383,629.49
8/9/2018		\$965.44 \$384,594.93
8/9/2018		\$1,052.35 \$385,647.28
8/9/2018		\$6,744.84 \$392,392.12
8/9/2018		\$2,885.79 \$395,277.91
8/10/2018	-\$8,328.55	\$386,949.36
8/10/2018	-\$95.98	\$386,853.38
8/10/2018		\$17,563.17 \$404,416.55
8/10/2018		\$4,652.93 \$409,069.48
8/10/2018		\$1,557.22 \$410,626.70
8/13/2018		\$436.05 \$411,062.75
8/13/2018		\$325.35 \$411,388.10
8/13/2018		\$46.93 \$411,435.03

TRI-COUNTIES BANK

8/13/2018		\$32,484.55	\$443,919.58
8/13/2018		\$4,982.35	\$448,901.93
8/14/2018		\$133.89	\$449,035.82
8/14/2018	-\$117,662.45		\$331,373.37
8/14/2018	-\$4,376.55		\$326,996.82
8/14/2018	-\$36,441.30		\$290,555.52
8/14/2018	-\$4,972.08		\$285,583.44
8/14/2018	-\$1,558.86		\$284,024.58
8/14/2018	-\$25,075.11		\$258,949.47
8/14/2018	-\$66,120.00		\$192,829.47
8/14/2018	-\$1,101.25		\$191,728.22
8/14/2018	-\$282.90		\$191,445.32
8/14/2018	-\$9,583.46		\$181,861.86
8/14/2018	-\$17,657.27		\$164,204.59
8/14/2018		\$42,816.65	\$207,021.24
8/14/2018		\$2,928.76	\$209,950.00
8/15/2018		\$2.91	\$209,952.91
8/15/2018		\$248.87	\$210,201.78
8/15/2018		\$896.03	\$211,097.81
8/15/2018		\$372,000.00	\$583,097.81
8/15/2018	-\$493.83		\$582,603.98
8/15/2018	-\$208.45		\$582,395.53
8/15/2018	-\$100.00		\$582,295.53
8/15/2018	-\$14,273.69		\$568,021.84
8/15/2018		\$19,046.65	\$587,068.49
8/15/2018		\$3,463.87	\$590,532.36
8/15/2018		\$1,815.35	\$592,347.71
8/15/2018	-\$541,033.25		\$51,314.46
8/16/2018	-\$3,714.28		\$47,600.18
8/16/2018	-\$45.88		\$47,554.30
8/16/2018		\$17,159.75	\$64,714.05
8/16/2018		\$3,914.26	\$68,628.31
8/16/2018	-\$13,390.63		\$55,237.68
8/16/2018	-\$9,757.26		\$45,480.42
8/17/2018		\$228.87	\$45,709.29
8/17/2018		\$463.87	\$46,173.16
8/17/2018	-\$1,183.00		\$44,990.16
8/17/2018		\$16,765.23	\$61,755.39
8/17/2018		\$4,713.20	\$66,468.59
8/17/2018		\$1,606.02	\$68,074.61
8/18/2018	-\$30.00		\$68,044.61
8/18/2018	-\$119.15		\$67,925.46
8/18/2018		\$779.05	\$68,704.51
8/20/2018		\$24,669.91	\$93,374.42
8/20/2018		\$7,672.97	\$101,047.39
8/21/2018		\$389.03	\$101,436.42
8/21/2018		\$248.56	\$101,684.98
8/21/2018		\$11,408.83	\$113,093.81
8/21/2018		\$5,178.48	\$118,272.29
8/22/2018		\$1,436.03	\$119,708.32
8/22/2018		\$22,432.09	\$142,140.41
8/22/2018		\$8,834.95	\$150,975.36
8/22/2018		\$8,880.79	\$159,856.15
8/22/2018		\$2,705.78	\$162,561.93
8/23/2018		\$613.45	\$163,175.38

TRI-COUNTIES BANK

8/23/2018		\$214,000.00	\$377,175.38
8/23/2018	-\$214,333.44		\$162,841.94
8/23/2018		\$12,021.69	\$174,863.63
8/23/2018		\$3,370.88	\$178,234.51
8/23/2018		\$2,465.57	\$180,700.08
8/24/2018		\$142,531.87	\$323,231.95
8/24/2018		\$440.58	\$323,672.53
8/24/2018		\$22,759.98	\$346,432.51
8/24/2018		\$4,262.03	\$350,694.54
8/27/2018		\$29,762.91	\$380,457.45
8/27/2018		\$5,452.27	\$385,909.72
8/28/2018		\$193.09	\$386,102.81
8/28/2018		\$215.33	\$386,318.14
8/28/2018		\$7.00	\$386,325.14
8/28/2018		\$564.59	\$386,889.73
8/28/2018		\$7.00	\$386,896.73
8/28/2018		\$7.00	\$386,903.73
8/28/2018		\$7.00	\$386,910.73
8/28/2018		\$112.43	\$387,023.16
8/28/2018		\$139.11	\$387,162.27
8/28/2018	-\$119,366.79		\$267,795.48
8/28/2018	-\$10,669.05		\$257,126.43
8/28/2018	-\$41,727.97		\$215,398.46
8/28/2018	-\$8,498.12		\$206,900.34
8/28/2018	-\$1,917.83		\$204,982.51
8/28/2018	-\$25,500.65		\$179,481.86
8/28/2018	-\$3,538.46		\$175,943.40
8/28/2018		\$16,351.78	\$192,295.18
8/28/2018		\$3,115.87	\$195,411.05
8/28/2018		\$2,448.97	\$197,860.02
8/28/2018		\$143.17	\$198,003.19
8/29/2018	-\$67,972.78		\$130,030.41
8/29/2018		\$682.34	\$130,712.75
8/29/2018		\$13.42	\$130,726.17
8/29/2018		\$6,730.59	\$137,456.76
8/29/2018		\$1,545.91	\$139,002.67
8/30/2018		\$256.79	\$139,259.46
8/30/2018		\$553.83	\$139,813.29
8/30/2018		\$26,287.47	\$166,100.76
8/30/2018	-\$54.56		\$166,046.20
8/30/2018	-\$144.60		\$165,901.60
8/30/2018	-\$35,216.29		\$130,685.31
8/30/2018			\$130,685.31
8/30/2018		\$8,587.58	\$139,272.89
8/30/2018		\$3,588.50	\$142,861.39
8/31/2018	-\$83,959.50		\$58,901.89
8/31/2018	-\$1,513.89		\$57,388.00
8/31/2018		\$105.19	\$57,493.19
8/31/2018		\$100.00	\$57,593.19
8/31/2018	-\$800.32	\$20,346.83	\$77,139.70
8/31/2018		\$8,054.89	\$85,194.59
8/31/2018		\$340.33	\$85,534.92

POOLED CASH & INVESTMENTS

July 31, 2018

POOLED CASH FUND	
Bank of America - Checking	160,001
Tri-Counties Bank - Checking	392,102
LAIF	14,334,245
Accounts Payable	261
Total Cash & Investments	<u>14,886,609</u>

Pooled Cash Allocation:

General	1,185,293
General Fund Reserves	1,504,612
General Restricted	195,018
Special Revenue	1,391,178
Capital Projects	13,848
Debt Service	370,499
Enterprise	
Airport	6,638
Geothermal	259,957
Golf Course	(10,356)
Natural Gas	5,358,591
Water	3,595,486
Internal Service	470,208
Trust & Agency	545,636
Total Cash & Inv. Allocations	<u>14,886,609</u>

CASH WITH FISCAL AGENTS

July 31, 2018

General	
Special Revenue	
Capital Projects	
Debt Service	0
Enterprise	2,453,526
Internal Service	
Trust & Agency	
Total Cash with Fiscal Agents	<u>2,453,526</u>

GRAND TOTAL	<u>17,340,135</u>
-------------	-------------------

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 JULY 31, 2018

COMBINED ACCOUNTS

9999-1011-001	B OF A # 08038-80200	160,001.01
9999-1011-002	TRI COUNTIES BANK	392,101.80
9999-1030-001	LAIF	14,334,245.34
		14,886,348.15
	TOTAL COMBINED CASH AND INVESTMENTS	14,886,348.15
9999-2202-001	ACCOUNTS PAYABLE	260.53
9999-1000-000	CLAIM ON CASH	(14,886,608.68)
		.00
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

RESTRICTED FUNDS

1001	ALLOCATION TO GF-DEPOSITS PAYABLE	32,848.02
1002	ALLOCATION TO GF-ECONOMIC DEVELOPMENT	3,515.07
1003	ALLOCATION TO FLOOD/EMERGENCY DECLARATIONS	140,000.91
1004	ALLOCATION TO GF-PANCERA	18,654.33
1005	ALLOCATION TO GF-RESERVE ACCOUNT	1,346,234.59
1006	ALLOCATION TO POLICE FACILITIES & EQUIP FUND	2,379.16
1007	ALLOCATION TO FIRE FACILITIES & EQUIP FUND	110,103.82
1008	ALLOCATION TO ADMIN SVCS FACILITIES & EQUIP	45,894.91
2002	ALLOCATION TO STATE COPS	49,944.32
2005	ALLOCATION TO ROAD MAINT AND REHAB SB-1	67,120.00
2006	ALLOCATION TO SNOW REMOVAL	45,892.60
2007	ALLOCATION TO STREETS & HIGHWAYS	(7,346.46)
2010	ALLOCATION TO STREET MITIGATION	43,616.01
2011	ALLOCATION TO POLICE MITIGATION	9,806.31
2012	ALLOCATION TO FIRE MITIGATION	141,518.22
2013	ALLOCATION TO PARK DEDICATION FUND	160,661.00
2016	ALLOCATION TO CDBG REVOLVING LOAN FUND	8,681.82
2018	ALLOCATION TO HOME REVOLVING FUND	426,797.63
2030	ALLOCATION TO TRAFFIC SAFETY	52,056.91
2035	ALLOCATION TO TRAFFIC SIGNALS FUND	80,721.49
2037	ALLOCATION TO SKYLINE BICYCLE LANE	8,826.61
2040	ALLOCATION TO CDBG RIVERSIDE GRANT REHAB	302,513.21
4003	ALLOCATION TO CITY HALL	63,790.61
4004	ALLOCATION TO 2013 CALPERS REFUNDING LOAN	297,668.65
4005	ALLOCATION TO COMMUNITY POOL DEBT SERVICE	9,039.67
7111	ALLOCATION TO WATER RATE STABILIZATION FUND	3,000,000.00
7114	ALLOCATION TO WATER CAPITAL IMPROVEMENTS	574,050.38
7402	ALLOCATION TO NATURAL GAS STABILIZATION FUND	1,807,075.00
7610	ALLOCATION TO OPEB	24,546.86
7630	ALLOCATION TO RISK MANAGEMENT FUND	147,746.88
7650	ALLOCATION TO PAYROLL	127,549.46
8401	ALLOCATION TO HUSA BUSINESS IMPROVE DIST	16,756.80
8402	ALLOCATION TO LAFCO	34,058.57
8403	ALLOCATION TO SEC 125 & AFLAC	1,653.95
8404	ALLOCATION TO AIR POLLUTION	157,686.93
8405	ALLOCATION TO AIR POLLUTION-CARL MOYER	320,188.38
8406	ALLOCATION TO REGIONAL WATER MANAGEMENT GROU	(29,341.08)

CITY OF SUSANVILLE
 COMBINED CASH AND INVESTMENTS
 JULY 31, 2018

8407	ALLOCATION TO AIR POLLUTION- CCI REDUCTION	45,000.00
		9,687,911.54
	ALLOCATIONS TO RESTRICTED FUNDS	
	<u>UNRESTRICTED FUNDS</u>	
1000	ALLOCATION TO GENERAL FUND	1,185,293.22
3015	ALLOCATION TO CITY HALL PARKING LOT PROJECT	13,847.97
7110	ALLOCATION TO WATER SYSTEM	(3,561.34)
7112	ALLOCATION TO JOHNSTONVILLE WATER SYSTEM	24,997.41
7201	ALLOCATION TO AIRPORT	6,638.28
7301	ALLOCATION TO GEOTHERMAL UTILITY	259,957.15
7401	ALLOCATION TO NATURAL GAS	3,551,515.90
7530	ALLOCATION TO GOLF COURSE	(10,356.14)
7620	ALLOCATION TO PW ADMIN & ENGINEERING FUND	170,364.69
		5,198,697.14
	ALLOCATIONS TO UNRESTRICTED FUNDS	
	TOTAL ALLOCATIONS TO OTHER FUNDS	14,886,608.68
	ALLOCATION FROM COMBINED CASH FUND - 9999-1000-000	(14,886,608.68)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	

TRI-COUNTIES BANK

		\$139,832.82
7/2/2018		\$150,000.00 \$289,832.82
7/2/2018	-\$2,612.75	\$120,490.57 \$407,710.64
7/2/2018		\$14,688.20 \$422,398.84
7/2/2018		\$3,622.70 \$426,021.54
7/3/2018		\$24,919.37 \$450,940.91
7/3/2018		\$8,396.13 \$459,337.04
7/5/2018		\$591,000.00 \$1,050,337.04
7/5/2018		\$851.12 \$1,051,188.16
7/5/2018		\$2,752.42 \$1,053,940.58
7/5/2018	-\$10.00	\$1,053,930.58
7/5/2018	-\$114,101.47	\$939,829.11
7/5/2018	-\$3,284.27	\$936,544.84
7/5/2018	-\$35,609.42	\$900,935.42
7/5/2018	-\$5,095.33	\$895,840.09
7/5/2018	-\$1,520.39	\$894,319.70
7/5/2018	-\$616,860.12	\$277,459.58
7/5/2018	-\$3,155.46	\$274,304.12
7/5/2018		\$16,293.12 \$290,597.24
7/5/2018		\$10,880.27 \$301,477.51
7/5/2018	-\$217,060.03	\$84,417.48
7/6/2018		\$18,530.63 \$102,948.11
7/6/2018		\$5,400.91 \$108,349.02
7/6/2018		\$2,127.52 \$110,476.54
7/9/2018		\$1,609.47 \$112,086.01
7/9/2018		\$1,600.63 \$113,686.64
7/9/2018		\$230,000.00 \$343,686.64
7/9/2018		\$34,242.20 \$377,928.84
7/9/2018		\$6,828.96 \$384,757.80
7/10/2018		\$45,283.25 \$430,041.05
7/10/2018		\$5,814.60 \$435,855.65
7/10/2018		\$995.13 \$436,850.78
7/10/2018		\$484.17 \$437,334.95
7/10/2018	-\$256.22	\$437,078.73
7/11/2018	-\$13.08	\$437,065.65
7/11/2018		\$137,907.44 \$574,973.09
7/11/2018		\$3,752.01 \$578,725.10
7/11/2018		\$1,945.85 \$580,670.95
7/12/2018		\$228.44 \$580,899.39
7/12/2018		\$296.51 \$581,195.90
7/12/2018	-\$8,329.12	\$572,866.78
7/12/2018	-\$222,280.00	\$350,586.78
7/12/2018		\$14,472.53 \$365,059.31
7/12/2018		\$5,051.95 \$370,111.26
7/12/2018	-\$21,566.44	\$348,544.82
7/12/2018	-\$1,413.94	\$347,130.88
7/13/2018		\$580.73 \$347,711.61
7/13/2018	-\$116,200.96	\$231,510.65
7/13/2018	-\$3,043.63	\$228,467.02
7/13/2018	-\$36,014.27	\$192,452.75
7/13/2018	-\$10,966.51	\$181,486.24
7/13/2018	-\$1,523.05	\$179,963.19
7/13/2018	-\$25,296.35	\$154,666.84
7/13/2018	-\$66,120.00	\$88,546.84
7/13/2018	-\$1,101.25	\$87,445.59

TRI-COUNTIES BANK

7/13/2018	-\$282.90	\$87,162.69
7/13/2018	-\$8,496.16	\$78,666.53
7/13/2018		\$8,996.19 \$87,662.72
7/13/2018		\$5,135.65 \$92,798.37
7/16/2018		\$158.10 \$92,956.47
7/16/2018		\$1,284.68 \$94,241.15
7/16/2018		\$46.93 \$94,288.08
7/16/2018	-\$100.00	\$94,188.08
7/16/2018	-\$18.22	\$94,169.86
7/16/2018	-\$77,033.08	\$17,136.78
7/16/2018		\$27,066.09 \$44,202.87
7/16/2018		\$4,521.89 \$48,724.76
7/17/2018		\$542.51 \$49,267.27
7/17/2018		\$5,021.26 \$54,288.53
7/17/2018	-\$123.22	\$54,165.31
7/17/2018	-\$3,760.25	\$50,405.06
7/17/2018		\$29,787.07 \$80,192.13
7/17/2018		\$1,976.80 \$82,168.93
7/18/2018		\$172.64 \$82,341.57
7/18/2018	-\$160.00	\$82,181.57
7/18/2018	-\$392.61	\$81,788.96
7/18/2018		\$9,653.12 \$91,442.08
7/18/2018		\$3,522.66 \$94,964.74
7/18/2018		\$2,809.61 \$97,774.35
7/19/2018		\$363.68 \$98,138.03
7/19/2018		\$6,154.32 \$104,292.35
7/19/2018		\$3,016.45 \$107,308.80
7/19/2018	-\$20,884.43	\$86,424.37
7/20/2018		\$13,336.24 \$99,760.61
7/20/2018		\$6,611.39 \$106,372.00
7/20/2018		\$1,035.93 \$107,407.93
7/20/2018		\$131.87 \$107,539.80
7/23/2018		\$355.02 \$107,894.82
7/23/2018		\$100.00 \$107,994.82
7/23/2018		\$21,610.64 \$129,605.46
7/23/2018		\$7,797.61 \$137,403.07
7/23/2018		\$1,150.33 \$138,553.40
7/24/2018		\$120.00 \$138,673.40
7/24/2018		\$152,112.69 \$290,786.09
7/24/2018		\$15,606.36 \$306,392.45
7/24/2018	-\$39.33	\$30,238.12 \$336,591.24
7/24/2018		\$7,380.61 \$343,971.85
7/25/2018		\$1,627.47 \$345,599.32
7/25/2018		\$4,391.39 \$349,990.71
7/25/2018	-\$20.00	\$349,970.71
7/25/2018	-\$596.87	\$349,373.84
7/25/2018		\$7,874.08 \$357,247.92
7/25/2018		\$2,966.70 \$360,214.62
7/25/2018		\$94.21 \$360,308.83
7/26/2018		\$368,000.00 \$728,308.83
7/26/2018		\$593.85 \$728,902.68
7/26/2018	-\$134.60	\$728,768.08
7/26/2018	-\$528,564.91	\$200,203.17
7/26/2018		\$54,155.74 \$254,358.91
7/26/2018		\$4,113.78 \$258,472.69

TRI-COUNTIES BANK

7/26/2018		\$370.93	\$258,843.62
7/27/2018		\$1,672.73	\$260,516.35
7/27/2018		\$8,748.34	\$269,264.69
7/27/2018		\$2,447.61	\$271,712.30
7/30/2018		\$690.53	\$272,402.83
7/30/2018		\$452.34	\$272,855.17
7/30/2018		\$136,283.49	\$409,138.66
7/30/2018		\$4,193.57	\$413,332.23
7/30/2018		\$968.01	\$414,300.24
7/31/2018		\$119.33	\$414,419.57
7/31/2018		\$30,106.77	\$444,526.34
7/31/2018	-\$37,896.14		\$406,630.20
7/31/2018	-\$5,493.47		\$401,136.73
7/31/2018	-\$1,614.78		\$399,521.95
7/31/2018	-\$24,864.09		\$374,657.86
7/31/2018	-\$3,105.46		\$371,552.40
7/31/2018		\$14,204.06	\$385,756.46
7/31/2018		\$6,893.46	\$392,649.92
7/31/2018		\$266.98	\$392,916.90
7/31/2018	-\$15.00		\$392,901.90
7/31/2018	-\$800.10		\$392,101.80
			\$392,101.80

BANK OF AMERICA

Date	Dep Date	A/P Disbursements	Receipts	Balance
7/10/2018			\$8,060.00	\$145,712.43
7/15/2018			\$400.00	\$146,112.43
7/20/2018			\$8,295.00	\$154,407.43
7/30/2018		-\$25.00		\$154,382.43
		-\$325.30		\$154,057.13
				\$154,057.13
			\$637.19	\$154,694.32

s:/Debi/fund Balances Report

Fund #	Fund Title	Audited	YTD	YTD	Unaudited
		6/30/17 Fund Balance	Revenue	Expenditures	JUNE Fund Balance 6/30/18
100X	General Fund	3,276,659	7,335,364	7,027,204	3,584,820
2002	State COPS	72,815	123,971	136,524	60,261
2005	Road Maintenance & Rehab SB-1	0	105,158		105,158
2006	Snow Removal	(475)	65,999	19,499	46,024
2007	Streets	172,350	1,325,414	1,709,185	(211,421)
2010	Street Mitigation	28,687	14,850	0	43,537
2011	Police Mitigation	11,088	19,231	20,702	9,618
2012	Fire Mitigation	120,061	21,128	0	141,189
2013	Park Dedication	163,075	3,260	6,000	160,335
2014	State of CA - Prop 30/AB 109	23,668	0	23,668	0
2016	State Comm. Dev. Rev.FD	1,302,082	4,208	349,360	956,931
2018	Home Revolving Fund	725,160	27,207	217	752,149
2030	Traffic Safety	59,126	13,098	20,702	51,522
2035	Traffic Signals Fund	97,330	1,526	18,311	80,546
2037	Skyline Bicycle Lane	7,576	1,237	0	8,813
2040	CDBG Riverside Drive Project	0	320,031	13,746	306,285
3015	City Hall Parking Lot	13,848	0	0	13,848
4001	Miller Fletcher	316,251	(139,672)	176,579	(0)
4003	City Hall Debt Service	52,241	135,696	135,678	52,259
4004	2013 CalPERS Refunding Loan	259,228	447,528	225,249	481,508
4005	Community Pool Debt Service	631	99,948	99,949	630
711X	Water Funds	3,101,096	2,803,108	2,273,544	3,630,659
7201	Airport	2,136,218	322,656	274,429	2,184,445
7301	Geothermal	557,729	90,741	97,254	551,216
740X	Natural Gas	(124,128)	4,606,134	3,979,965	502,042
7530	Golf Course	2,361,143	308,400	299,189	2,370,353
7620	PW Admin/Engineering	132,864	186,856	151,128	168,593
7630	Risk Management	332,964	810,078	670,323	472,720
8402	LAFCO	40,712	53,062	60,426	33,348
8404	Air Pollution	260,704	223,541	284,323	199,922
8405	Air Pollution - Carl Moyer	407,411	178,854	266,621	319,643
8406	IRWM - Management Group	(26,496)	71,650	131,190	(86,037)
TOTALS		15,908,114	19,580,266	18,470,966	17,076,955

s:/Debi/fund Balances Report

Fund #	Fund Title	Unaudited	YTD	YTD	Unaudited
		6/30/18	Revenue	Expenditures	FUND BALANCE
		Fund Balance			7/30/18
100X	General Fund	3,584,820	200,982	815,625	2,970,177
2002	State COPS	60,261	82	10,402	49,942
2005	Road Maintenance & Rehab SB-1	105,158	38,038		143,197
2006	Snow Removal	46,024	38	170	45,893
2007	Streets	(211,421)	44,088	86,525	(253,858)
2010	Street Mitigation	43,537	80		43,617
2011	Police Mitigation	9,618	134		9,753
2012	Fire Mitigation	141,189	330		141,519
2013	Park Dedication	160,335	340		160,675
2016	State Comm. Dev. Rev.FD	956,931	690		957,621
2018	Home Revolving Fund	752,149	1,196	21	753,324
2030	Traffic Safety	51,522	2,029		53,551
2035	Traffic Signals Fund	80,546	175		80,720
2037	Skyline Bicycle Lane	8,813	14		8,827
2040	CDBG Riverside Drive Project	306,285	3,772		310,058
3015	City Hall Parking Lot	13,848			13,848
4003	City Hall Debt Service	52,259	11,532		63,791
4004	2013 CalPERS Refunding Loan	481,508	38,446	222,280	297,674
4005	Community Pool Debt Service	630	8,410		9,040
711X	Water Funds	3,630,659	101,184	226,828	3,505,016
7201	Airport	2,184,445	7,246	21,647	2,170,045
7301	Geothermal	551,216	7,957	4,561	554,612
740X	Natural Gas	502,042	39,265	327,269	214,037
7530	Golf Course	2,370,353	53,062	25,110	2,398,306
7620	PW Admin/Engineering	168,593	16,443	41,055	143,981
7630	Risk Management	472,720	110,451	384,659	198,512
8402	LAFCO	33,348	974	1,445	32,878
8404	Air Pollution	199,922	8,672	18,542	190,052
8405	Air Pollution - Carl Moyer	319,643	626		320,269
8406	IRWM - Management Group	(86,037)		28,538	(114,574)
TOTALS		17,076,955	696,258	2,214,677	15,587,074

s:/Debi/fund Balances Report

		Unaudited			Unaudited
		6/30/18	YTD	YTD	AUGUST
Fund #	Fund Title	Fund Balance	Revenue	Expenditures	Fund Balance
					8/31/18
100X	General Fund	3,584,820	293,040	1,300,895	2,576,965
2002	State COPS	60,261	82	20,122	40,222
2005	Road Maintenance & Rehab SB-1	105,158	38,038		143,197
2006	Snow Removal	46,024	38	340	45,723
2007	Streets	(211,421)	82,394	316,633	(445,660)
2010	Street Mitigation	43,537	295		43,832
2011	Police Mitigation	9,618	411		10,030
2012	Fire Mitigation	141,189	581		141,770
2013	Park Dedication	160,335	340		160,675
2016	State Comm. Dev. Rev.FD	956,931	690	160	957,461
2018	Home Revolving Fund	752,149	1,196	2,061	751,285
2030	Traffic Safety	51,522	3,840		55,362
2035	Traffic Signals Fund	80,546	175		80,720
2037	Skyline Bicycle Lane	8,813	14		8,827
2040	CDBG Riverside Drive Project	306,285	3,772	8,481	301,577
3015	City Hall Parking Lot	13,848			13,848
4003	City Hall Debt Service	52,259	23,064	67,973	7,351
4004	2013 CalPERS Refunding Loan	481,508	76,892	306,240	252,160
4005	Community Pool Debt Service	630	16,820		17,450
711X	Water Funds	3,630,659	389,971	432,720	3,587,910
7201	Airport	2,184,445	13,282	44,443	2,153,284
7301	Geothermal	551,216	15,382	9,348	557,251
740X	Natural Gas	502,042	151,878	610,404	43,516
7530	Golf Course	2,370,353	79,038	71,454	2,377,937
7620	PW Admin/Engineering	168,593	31,695	27,519	172,769
7630	Risk Management	472,720	173,702	384,659	261,763
8402	LAFCO	33,348	97	2,282	31,164
8404	Air Pollution	199,922	6,074	40,084	165,912
8405	Air Pollution - Carl Moyer	319,643	626		320,269
8406	IRWM - Management Group	(86,037)		1,410	(87,447)
8407	CCI Woodsmoke Reduction	0	45,000	3,000	42,000
TOTALS		17,076,955	1,448,429	3,650,227	14,834,567

Reviewed by:  Interim City Administrator

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

Submitted by: Gwenna MacDonald, City Clerk

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

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

PRESENTED BY: Dan Newton, Interim 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:

362 Alexander	107 083 13	\$ 230.00	57 N. McDow Street	105 164 01	\$ 450.00
250 Ash Street	105 102 05	\$ 500.00	738 Plumas Street	107 171 25	\$ 240.00
335 Ash Street	105 086 02	\$ 500.00	350 N. Roop Street	103 150 07	\$ 445.00
1502 Cornell Street	105 262 02	\$ 550.00	230 Russell Avenue	105 180 07	\$ 700.00
75 Derek Drive	105 345 41	\$ 550.00	765 Shasta Street	107 181 16	\$ 240.00
1418 Fourth Street	105 046 04	\$ 325.00	Sierra and Modoc	107 250 04	\$1,525.00
110 Hall Street	105 153 06	\$ 500.00	745 Washo Lane	103 092 21	\$ 475.00
1116 Mark Street	103 231 08	\$ 495.00	845 Washo Lane	103 085 08	\$ 395.00
417 Minckler	107 141 22	\$ 240.00	880 Washo Lane	103 083 16	\$ 400.00

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.

FISCAL IMPACT: Total reimbursement of \$8,760.00 to City code enforcement budget

ACTION REQUESTED: Motion to approve Resolution No. 18-5551 to 18-5557; 18-5559 to 18-5562; and 18-5565 to 18-5571, authorizing assessment and lien against certain real properties located within the City of Susanville.

ATTACHMENTS:

Lien Notices and Abatement documentation:

Resolution No. 18-5551	Resolution No. 18-5559	Resolution No. 18-5568
Resolution No. 18-5552	Resolution No. 18-5560	Resolution No. 18-5569
Resolution No. 18-5553	Resolution No. 18-5561	Resolution No. 18-5570
Resolution No. 18-5554	Resolution No. 18-5562	Resolution No. 18-5571
Resolution No. 18-5555	Resolution No. 18-5565	
Resolution No. 18-5556	Resolution No. 18-5566	
Resolution No. 18-5557	Resolution No. 18-5567	

RESOLUTION NO. 18-5551
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
362 ALEXANDER (APN 107-083-13) 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 362 Alexander, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$230.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Spare a Dime, a California Corporation.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 362 Alexander, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$230.00;
2. That the said assessment shall constitute and be a lien on the interest of Spare a Dime, a California Corporation 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5551** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

362 ALEXANDER (APN 107-083-13)

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

LOT 37, 38 AND THE NORTH 9,000 FEET 9 (FRONT AND REAR MEASUREMENTS) OF LOT 39, IN BLOCK L-20, AS SHOWN OF THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP OF LASSEN, LASSEN COUNTY, CAL.", FILED FEBRUARY 9, 1916, IN THE OFFICE OF THE LASSEN COUNTY RECORDER BOOK 1 OF MAPS, AT PATE 27.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 22, 2018; and

WHEREAS, the cost of such abatement amounted to \$230.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Spare a Dime, a California Corporation and described as follows:

Street Address: 362 Alexander
Susanville CA 96130
APN: 107-083-13

The amount of such lien shall be \$230.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5551)

RESOLUTION NO. 18-5552
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
250 ASH STREET (APN 105-102-05) 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 250 Ash Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$500.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Estate of Gertrude Bell.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 250 Ash Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$500.00;
2. That the said assessment shall constitute and be a lien on the interest of Estate of Gertrude Bell 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5552** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

250 Ash St. (APN: 105-102-05-11)

THE NORTH ONE-HALF (1/2) OF LOTS NUMBERED ONE (1) AND TWO (2),
BLOCK NO. FIVE (5) OF THE EAST ADDITION TO THE TOWN OF
SUSANVILLE, AS THE SAME IS LAID DOWN ON THE OFFICIAL MAP OF
SAID ADDITION ON FILE IN THE OFFICE OF THE COUNTY RECORDER OF
THE COUNTY OF LASSEN, STATE OF CALIFORNIA

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$500.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Estate of Gertrude Bell and described as follows:

Street Address: 250 Ash Street
Susanville CA 96130
APN: 105-102-05

The amount of such lien shall be \$500.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5552)

RESOLUTION NO. 18-5553
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
335 ASH STREET (APN 105-086-02) 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 335 Ash Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$500.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Lucretia (Chris) Mezger.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 335 Ash Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$500.00;
2. That the said assessment shall constitute and be a lien on the interest of Lucretia (Chris) Mezger 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5553** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

335 ASH ST. (APN: 105-086-02)

THE SOUTHERN 70 FEET OF LOT 7, IN BLOCK 2, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "MAP OF EAST ADDITION TO SUSANVILLE, LASSEN COUNTY, CALIFORNIA", FILED JANUARY 6, 1911 IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF LASSEN, STATE OF CALIFORNIA, IN BOOK 1 OF MAPS, AT PAGE 24.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$500.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Lucretia (Chris) Mezger and described as follows:

Street Address: 335 Ash Street
Susanville CA 96130
APN: 105-086-02

The amount of such lien shall be \$500.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5553)

RESOLUTION NO. 18-5554
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
1502 CORNELL STREET (APN 105-262-02) 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 1502 Cornell Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$550.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Thomas A. Glenn and Shannah L. Glenn, husband and wife as joint tenants.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 1502 Cornell Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$550.00;
2. That the said assessment shall constitute and be a lien on the interest of Thomas A. Glenn and Shannah L. Glenn, husband and wife as joint tenants 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5554** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

1502 CORNELL ST. (APN #105-262-02)

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

THE EASTERN FIFTY FEET, FRONT AND REAR MEASUREMENTS, OF LOTS 1 AND 2 OF BLOCK 7, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP OF CORNELL ADDITION TO SUSANVILLE", FILED IN THE OFFICE OF THE COUNTY RECORDER, NOVEMBER 12, 1920, IN BOOK 1 OF MAPS AT PAGE 8.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$550.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Thomas A. Glenn and Shannah L. Glenn, husband and wife as joint tenants and described as follows:

Street Address: 1502 Cornell Street
Susanville CA 96130
APN: 105-262-02

The amount of such lien shall be \$550.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5554)

RESOLUTION NO. 18-5555
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
75 DEREK DRIVE (APN 105-345-41) 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 75 Derek Drive, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$550.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Darrell Kay Elder and Monna Lu Walters Trust.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 75 Derek Drive, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$550.00;
2. That the said assessment shall constitute and be a lien on the interest of Darrell Kay Elder and Monna Lu Walters 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5555** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

75 Derek Dr. (APN: 105-345-41)

LOT 41 AS SHOWN ON THE MAP OF VALLEY VIEW SUBDIVISION UNIT 3,
FILED OCTOBER 25 1991 IN THE OFFICE OF THE LASSEN COUNTY
RECORDER IN BOOK 29 OF MAPS AT PAGES 78 AND 79.

Recording requested by:
City of Susanville

*
*
*
*
*
*
*
*

When recorded, mail to:
CITY OF SUSANVILLE
ATTN: CITY CLERK
66 North Lassen St.
Susanville, CA 96130

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$550.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Darrell Kay Elder and Monna Lu Walters Trust and described as follows:

Street Address: 75 Derek Drive
Susanville CA 96130
APN: 105-345-41

The amount of such lien shall be \$550.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5555)

RESOLUTION NO. 18-5556
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
1418 FOURTH STREET (APN 105-046-04) 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 1418 Fourth Street, 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 September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Eric Kline.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 1418 Fourth Street, 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 Eric Kline 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5556** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

1418 FOURTH ST. (APN: 105-046-04-11)

LOT 1, IN BLOCK 13, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "MAP EAST OF ADDITION TO SUSANVILLE, LASSEN COUNTY, CALIFORNIA", FILED JANUARY 6, 1911 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS, AT PAGE 24.

Recording requested by: *
City of Susanville *

When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 22, 2018; and

WHEREAS, the cost of such abatement amounted to \$325.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Eric Kline and described as follows:

Street Address: 1418 Fourth Street
Susanville CA 96130
APN: 105-046-04

The amount of such lien shall be \$325.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5556)

RESOLUTION NO. 18-5557
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
110 HALL STREET (APN 105-153-06) 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 110 Hall Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$500.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, JA & Carol McEachern.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 110 Hall Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$500.00;
2. That the said assessment shall constitute and be a lien on the interest of JA & Carol McEachern 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5557** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

110 HALL ST. (OLD APN: 105-153-18 & 105-153-06)
(NEW APN: 105-153-22-11)

LEGAL DESCRIPTION OF RESULTANT PARCEL 1:

PARCEL B, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "NO. 83-101 CITY, NO. 9A-01-83 COUNTY FOR EUGENE GARAYOA", FILED SEPTEMBER 9, 1983 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 22 OF MAPS AT PAGE 71.

TOGETHER THEREWITH A STRIP OF LAND 7.00 FEET IN WIDTH, THE SOUTHERLY LINE BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID PARCEL B; THENCE N 72° 10' W 80.00 FEET TO THE NORTHWEST CORNER OF SAID PARCEL B.

CONTAINING 6,560 SQUARE FEET MORE OR LESS.

LEGAL DESCRIPTION OF RESULTANT PARCEL 2:

BEGINNING AT A POINT ON THE WESTERN LINE OF HALL STREET, DISTANT THEREON NORTHERLY 75 FEET FROM THE INTERSECTION THEREOF WITH THE NORTHERN LINE OF FIRST STREET, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "MAP OF EAST ADDITION TO SUSANVILLE, LASSEN COUNTY, CALIFORNIA", FILED JANUARY 6, 1911 IN THE OFFICE OF THE COUNTY RECORDER, COUNTY OF LASSEN, STATE OF CALIFORNIA; THENCE WESTERLY AT RIGHT ANGLES TO HALL STREET 142 FEET; THENCE NORTHERLY AT RIGHT ANGLES 75 FEET; THENCE EASTERLY AT RIGHT ANGLES 142 FEET TO THE WESTERN LINE OF HALL STREET AND THENCE SOUTHERLY ALONG THE WESTERN LINE OF HALL STREET, 75 FEET TO THE POINT OF BEGINNING.

BEING A PORTION OF WHAT IS COMMONLY KNOWN AS BLOCK 53 OF HALL'S ADDITION TO SUSANVILLE, AS SHOWN ON THE MAP OF EAST ADDITION TO SUSANVILLE, LASSEN COUNTY, CALIFORNIA, FILED JANUARY 6, 1911 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS, AT PAGE 24.

EXCEPTING THEREFROM A STRIP OF LAND 7.00 FEET IN WIDTH, THE SOUTHERLY LINE OF BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID PARCEL B, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "NO. 83-101 CITY, NO. 9A-01-83 COUNTY FOR EUGENE GARAYOA", FILED SEPTEMBER 9, 1983 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 22 OF MAPS AT PAGE 71; THENCE N 72° 10' W 80.00 FEET TO THE NORTHWEST CORNER OF SAID PARCEL B.

CONTAINING 10,090 SQUARE FEET MORE OR LESS.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$500.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by JA & Carol McEachern and described as follows:

Street Address: 110 Hall Street
Susanville CA 96130
APN: 105-153-06

The amount of such lien shall be \$500.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5557)

RESOLUTION NO. 18-5559
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 \$495.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Artha Brantley, c/o Cedric Comier.

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 \$495.00;
2. That the said assessment shall constitute and be a lien on the interest of Artha Brantley, c/o Cedric Comier 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5559** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

1116 MARK ST.

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 102-231-08.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 25, 2018; and

WHEREAS, the cost of such abatement amounted to \$495.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Artha Brantley, c/o Cedric Comier and described as follows:

Street Address: 1116 Mark Street
Susanville CA 96130
APN: 103-231-08

The amount of such lien shall be \$495.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5559)

RESOLUTION NO. 18-5560
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
417 MINCKLER (APN 107-141-22) 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 417 Minckler, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$240.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Janice R. Watkins.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 417 Minckler, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$240.00;
2. That the said assessment shall constitute and be a lien on the interest of Janice R. Watkins 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5560** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

417 MINCKLER (APN 107-141-22)

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 16 AND THE SOUTHERLY ONE-HALF OF LOT 17, FRONT AND REAR MEASUREMENTS, IN BLOCK L-14, TOGETHER WITH THE EASTERN 20 FEET OF MINCKLER AVENUE LYING ADJACENT TO THE WESTERN LINE OF SAID LOTS, AS SAID LOTS AND BLOCKS ARE SHOWN UPON THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP OF LASSEN COUNTY, CALIFORNIA", FILED FEBRUARY 9, 1916, IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS, AT PAGE 33.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 22, 2018; and

WHEREAS, the cost of such abatement amounted to \$240.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Janice R. Watkins and described as follows:

Street Address: 417 Minckler
Susanville CA 96130
APN: 107-141-22

The amount of such lien shall be \$240.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5560)

RESOLUTION NO. 18-5561
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 (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. McDow, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$450.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Corinne E. Thomas Living Trust.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 57 N. McDow, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$450.00;
2. That the said assessment shall constitute and be a lien on the interest of Corinne Thomas 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5561** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, 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

Recording requested by:
City of Susanville

*
*
*
*
*
*
*

When recorded, mail to:
CITY OF SUSANVILLE
ATTN: CITY CLERK
66 North Lassen St.
Susanville, CA 96130

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$450.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Corinne E. Thomas Living Trust and described as follows:

Street Address: 57 N. McDow
Susanville CA 96130
APN: 105-164-01

The amount of such lien shall be \$450.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5561)

RESOLUTION NO. 18-5562
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 PLUMAS STREET (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 738 Plumas Street, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$240.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Douglas and Peggy Sayers.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 738 Plumas Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$240.00;
2. That the said assessment shall constitute and be a lien on the interest of Douglas and Peggy 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5562** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

738 PLUMAS ST. (APN #107-171-25)

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 102-231-08.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 22, 2018; and

WHEREAS, the cost of such abatement amounted to \$240.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Douglas and Peggy Sayers and described as follows:

Street Address: 738 Plumas Street
Susanville CA 96130
APN: 107-171-25

The amount of such lien shall be \$240.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5562)

RESOLUTION NO. 18-5565
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 N. ROOP (APN 103-150-07) 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 North Roop, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$445.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Naeem Akhtar.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 350 North Roop, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$445.00;
2. That the said assessment shall constitute and be a lien on the interest of Naeem Akhtar 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5565** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

350 N ROOP ST. (APN #103-150-07)

PARCEL 1:

BEGINNING AT A POINT ON THE WESTERN LINE OF ROOP STREET, PROJECTED NORTHERLY, AS SAID ROOP STREET IS SHOWN UPON THE OFFICIAL MAP OF THE TOWN OF SUSANVILLE, FILED APRIL 30, 1872 IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF LASSEN, STATE OF CALIFORNIA, DISTANT THEREON SOUTH 16° 50' WEST 361 FEET FROM THE POINT OF INTERSECTION THEREOF WITH THE LINE DIVIDING SECTIONS 29 AND 32, IN TOWNSHIP 30 NORTH, RANGE 12 EAST, MOUNT DIABLO BASE AND MIRIDIAN; RUNNING THENCE SOUTH 16° 50' WEST ALONG SAID LINE OF ROOP STREET 50 FEET; THENCE NORTH 73° 10' WEST 150 FEET; THENCE NORTH 16° 50' EAST 50 FEET, AND THENCE SOUTH 73° 10' EAST 150 FEET TO THE POINT OF BEGINNING.

BEING A PORTION OF THE NW 1/4 OF THE NW 1/4 OF SECTION 32, IN TOWNSHIP 30 NORTH, RANGE 12 EAST, MOUNT DIABLO BASE AND MIRIDIAN.

PARCEL 2:

BEGINNING AT A POINT ON THE WESTERN LINE OF ROOP STREET, PROJECTED NORTHERLY, AS SAID ROOP STREET IS SHOWN UPON THE OFFICIAL MAP OF THE TOWN OF SUSANVILLE, FILED APRIL 30, 1872, IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF LASSEN, STATE OF CALIFORNIA, DISTANT THEREON SOUTH 16° 50' WEST 361 FEET FROM THE POINT OF INTERSECTION THEREOF WITH THE LINE DIVIDING SECTIONS 29 AND 32, TOWNSHIP 30 NORTH, RANGE 12 EAST, MOUNT DIABLO BASE AND MIRIDIAN, TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 16° 50' WEST ALONG SAID PROJECTED LINE OF SAID ROOP STREET 50 FEET; THENCE SOUTH 73° 10' EAST 13 FEET; THENCE NORTH 16° 50' EAST 13 FEET; THENCE NORTH 73° 10' WEST 13 FEET TO THE TRUE POINT OF BEGINNING.

Recording requested by:
City of Susanville

*
*
*
*
*
*
*

When recorded, mail to:
CITY OF SUSANVILLE
ATTN: CITY CLERK
66 North Lassen St.
Susanville, CA 96130

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 25, 2018; and

WHEREAS, the cost of such abatement amounted to \$445.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Naeem Akhtar and described as follows:

Street Address: 350 N. Roop
Susanville CA 96130
APN: 103-150-07

The amount of such lien shall be \$445.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5565)

RESOLUTION NO. 18-5566
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
230 RUSSELL AVENUE (APN 105-180-07) 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 230 Russell Avenue, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$700.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Rubies, LLC.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 230 Russell Avenue, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$700.00;
2. That the said assessment shall constitute and be a lien on the interest of Rubies, LLC 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5566** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

230 RUSSELL AVE. APN: 105-180-07

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

PARCEL 1: THE SOUTHERN 100 FEET OF FARM 26, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "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 14.

PARCEL 2:

AN EASEMENT FOR ACCESS AND UTILITIES 40 FEET IN WIDTH, THE SOUTH LINE BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF PARCEL B, AS SHOWN ON PARCEL MAP NO. 40A-5-80 (CITY) FOR KENNETH N. AND LYNNE A. KUBISCH AND NORBERT W. AND GRACE M. KUBISCH FILED JUNE 10, 1980 IN BOOK 17 OF MAPS AT PAGES 96 AND 97 IN THE OFFICE OF THE LASSEN COUNTY RECORDER; THENCE S 61° 27' 22" W, 40.83 FEET; THENCE N 89° 13' W, 184.40 FEET TO A POINT WHICH BEARS S 0° 47' W, 20.00 FEET FROM THE SOUTHWEST CORNER OF PARCEL C AS SHOWN ON SAID PARCEL MAP.

EXCEPTING THEREFROM THAT PORTION LYING WITHIN PARCEL 1 ABOVE.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 18, 2018; and

WHEREAS, the cost of such abatement amounted to \$700.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Rubies, LLC and described as follows:

Street Address: 230 Russell Avenue
Susanville CA 96130
APN: 105-180-07

The amount of such lien shall be \$700.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5566)

RESOLUTION NO. 18-5567
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
765 SHASTA (APN 107-181-16) 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 765 Shasta, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$240.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Daniel Guererro.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 765 Shasta Street, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$240.00;
2. That the said assessment shall constitute and be a lien on the interest of Daniel Guererro 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5567** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

765 SHASTA ST. APN: 107-181-16

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

BEGINNING AT A POINT ON THE EASTERN LINE OF SHASTA STREET, DISTANT THEREON NORTH 8° 47' 30" EAST 83.50 FEET FROM THE POINT OF INTERSECTION THEREOF WITH THE NORTHERN LINE OF MODOC STREET, AS SHOWN ON THE HEREINAFTER REFERRED TO MAP; THENCE NORTH 8° 47' 30" EAST ALONG SAID LINE OF SAID SHASTA STREET 46 FEET TO THE INTERSECTION THEREOF WITH THE SOUTHERN LINE OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED FROM LESTER COFFIN, ET UX, TO FAY LAVERNE ROBERTS, ET UX, DATED AUGUST 26, 1958, RECORDED SEPTEMBER 3, 1958 IN BOOK 141 OF OFFICIAL RECORDS, AT PAGE 337; THENCE SOUTH 81° 12' 30" EAST ALONG SAID SOUTHERN LINE OF SAID PARCEL SO DESCRIBED IN SAID DEED TO SAID ROBERTS 140 FEET TO THE INTERSECTION THEREOF WITH THE WESTERN LINE OF THAT CERTAIN ALLEY RUNNING NORTHERLY AND SOUTHERLY THROUGH BLOCK L-7, AS SHOWN ON THE HERINAFTER REFERRED TO MAP; THENCE SOUTH 8 ° 47' 30" WEST ALONG SAID LINE OF SAID ALLEY 31 FEET; THENCE NORTH 81 ° 12' 30" WEST 68 FEET; THENCE SOUTH 8 ° 47' 30" WEST 15 FEET, AND THENCE NORTH 81 ° 12' 30" WEST 72 FEET TO THE POINT OF BEGINNING.

BEING THE NORTHERN 15 FEET OF THE WESTERN 72 FEET OF LOT 6 AND THE SOUTHERN 31 FEET OF LOT 8 IN BLOCK L-7, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "OFFICIAL MAP FO LASSEN", FILED JULY 6, 1922 IN THE OFFICE OF THE LASSEN COUNTY RECORDER IN BOOK 1 OF MAPS PAGE 27.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 22, 2018; and

WHEREAS, the cost of such abatement amounted to \$240.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Daniel Guererro and described as follows:

Street Address: 765 Shasta
Susanville CA 96130
APN: 107-181-16

The amount of such lien shall be \$240.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5567)

RESOLUTION NO. 18-5568
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) 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, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$1,525.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Daniel Wirth.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at Modoc and Sierra, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$1,525.00;
2. That the said assessment shall constitute and be a lien on the interest of Daniel 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5568** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

Modoc and Sierra. (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.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated August 1, 2018; and

WHEREAS, the cost of such abatement amounted to \$1,525.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Daniel Wirth and described as follows:

Street Address: Modoc and Sierra
Susanville CA 96130
APN: 107-250-04

The amount of such lien shall be \$1,525.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5568)

RESOLUTION NO. 18-5569
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
745 WASHO LANE (APN 103-092-21) 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 745 Washo Lane, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$475.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Cady Family 1997 Revocable Trust.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 745 Washo Lane, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$475.00;
2. That the said assessment shall constitute and be a lien on the interest of Cady Family 1997 Revocable 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5569** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

745 WASHO LN (APN # 103-092-21)

PARCEL A, AS SHOWN ON PARCEL MAP NO. 108A-10-77 FOR DAN FROHRIB, FILED IN THE OFFICE OF THE LASSEN COUNTY RECORDER ON OCTOBER 21, 1977 IN BOOK 13 OF MAPS AT PAGES 76 AND 77.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 24, 2018; and

WHEREAS, the cost of such abatement amounted to \$475.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Cady Family 1997 Revocable Trust and described as follows:

Street Address: 745 Washo Lane
Susanville CA 96130
APN: 103-092-21

The amount of such lien shall be \$475.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5569)

RESOLUTION NO. 18-5570
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
845 WASHO LANE (APN 103-085-08) 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 845 Washo Lane, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$395.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Tricia Ann Nelson.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 845 Washo Lane, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$395.00;
2. That the said assessment shall constitute and be a lien on the interest of Tricia Ann Nelson 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5570** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

845 WASHO LN. (APN # 103-085-08-11)

LOT 20, AND THE NORTHERN 12.50 FEET, (FRONT AND REAR MEASUREMENTS) OF LOT 19, IN BLOCK 12, TOGETHER WITH THE WESTERLY 6 FEET OF THAT CERTAIN ALLEY RUNNING NORTH & SOUTH THROUGH SAID BLOCK 12, WHICH LIES SOUTHERLY OF THE NORTHERLY LINE OF LOT 20 AND NORTHERLY OF THE SOUTHERLY LINE OF THE NORTHERN 12.50 FEET (FRONT AND REAR MEASUREMENTS) OF LOT 19, ALL AS SHOWN ON THAT CERTAIN MAP ENTITLED, "INDIAN HEIGHTS ADDITION TO SUSANVILLE, LASSEN CO., CAL." FILED IN THE OFFICE OF THE LASSEN COUNTY RECORDER, JANUARY 02, 1913, IN BOOK 1 OF MAPS, AT PAGE 9.

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 24, 2018; and

WHEREAS, the cost of such abatement amounted to \$395.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Tricia Ann Nelson and described as follows:

Street Address: 845 Washo Lane
Susanville CA 96130
APN: 103-085-08

The amount of such lien shall be \$395.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5570)

RESOLUTION NO. 18-5571
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
880 WASHO LANE (APN 103-083-16) 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 880 Washo Lane, Susanville, California, legally described in Exhibit "A" attached hereto, and that the cost of such removal and associated administrative costs is \$400.00; and

WHEREAS, the City Council having conducted a public hearing pursuant to Chapter 8.28 on September 19, 2018 during a regular City Council meeting, notice thereof having properly been given to the owner of said property, Endre Horvath.

NOW, THEREFORE BE IT RESOLVED

1. The City Council approves the assessment against the property at 880 Washo Lane, Susanville, California, legally described in Exhibit "A" attached hereto in the amount of \$400.00;
2. That the said assessment shall constitute and be a lien on the interest of Endre Horvath 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 September 19, 2018 and continuing thereon until said assessment and any accrued interest is paid in full.

APPROVED:

Kevin Stafford, Mayor

ATTEST:

Gwenna MacDonald, City Clerk

The foregoing **Resolution No. 18-5571** was adopted at a regular meeting of the Susanville City Council held on the 19th day of September, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "A"

880 Washo Ln. (APN #103-083-16-11)

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

LOTS 1 AND 2, IN BLOCK 13, AS SHOWN ON THAT CERTAIN MAP ENTITLED, "INDIAN HEIGHTS ADDITION TO SUSANVILLE, LASSEN COUNTY, CALIFORNIA," FILED JANUARY 2, 1913 IN THE OFFICE OF THE COUNTY RECORDER, LASSEN COUNTY, CALIFORNIA, IN BOOK 1 OF MAPS AT PAGE 9.

EXCEPTING THEREFROM THAT PORTION DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 1, BLOCK 13, AS SHOWN ON THE MAP OF INDIAN HEIGHTS ADDITION TO SUSANVILLE, FILED JANUARY 2, 1913 IN BOOK 1 OF MAPS, AT PAGE 9; THENCE ALONG THE NORTH LINE OF SAID LOT 1, N 88° 47'26" W, 99.62 FEET TO THE TRUE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID NORTH LINE AND THE WESTERLY EXTENSION THEREOF, N 88° 47'26" W, 6.19 FEET TO THE CENTERLINE OF THE ALLEY AS SHOWN ON SAID MAP; THENCE ALONG SAID CENTERLINE S 1° 15'04" W, 99.83 FEET TO THE WESTERLY EXTENSION OF THE SOUTH LINE OF LOT 2 OF SAID BLOCK 13; THENCE ALONG SAID WESTERLY EXTENSION, S 88° 46' 28" E, 5.91 FEET; THENCE N 1° 25'04" E, 99.82 FEET TO THE TRUE POINT OF BEGINNING

Recording requested by: *
City of Susanville *
*
When recorded, mail to: *
CITY OF SUSANVILLE *
ATTN: CITY CLERK *
66 North Lassen St. *
Susanville, CA 96130 *

NOTICE OF LIEN – NUISANCE ABATEMENT

WHEREAS, a duly noticed public hearing was conducted by the City Council of the City of Susanville on the question of whether or not a nuisance in violation of Susanville Municipal Code §8.28.040 existed; and

WHEREAS, it was determined that such violation did exist and such violation was abated July 24, 2018; and

WHEREAS, the cost of such abatement amounted to \$400.00; and

NOW, THEREFORE be it known that an abatement lien exists on the property owned by Endre Horvath and described as follows:

Street Address: 880 Washo Lane
Susanville CA 96130
APN: 103-083-16

The amount of such lien shall be \$400.00 plus interest at the legal rate of ten percent per annum commencing September 19, 2018 and other costs which may thereafter come due and continuing thereon until said assessment and any accrued interest is paid in full.

Date: September 19, 2018

Gwenna MacDonald, City Clerk
(Resolution No. 18-5571)

Jeff Schwagerl
JS Hauling and Tractor
472-795 Josie Way Susanville CA
96130

530-310-4481
jschwagerl@hotmail.com

July 22, 2018

Battalion Chief Dan Weaver
Susanville Fire Department
1505 Main Street
Susanville CA 96130

Chief Weaver,

Weed abatement work has been performed on the following properties in which my company was awarded the winning bid on:

~~436 Prospect Avenue \$200.00~~

~~464 Prospect Avenue \$40.00~~

352 Alexander Avenue \$30.00

417 Minckler Street \$40.00

738 Plumas Street \$40.00

~~744 Shasta Street \$40.00~~

755 Shasta Street \$40.00

~~833 Richmond Road \$40.00~~

Sincerely,



Jeff Schwagerl
Owner
JS Hauling and Tractor

LadyBug Landscape
 (530) 249-4612

441561

CUSTOMER'S ORDER NO.		DATE <i>7/18</i>				
NAME <i>City of Swanville</i>						
ADDRESS <i>Town Dept</i>						
CITY, STATE, ZIP						
SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	Weed Abate Complete		
2			
3	1005 North		300 -
4	335 Ash		300 -
5	250 Ash		300 -
6	N Mesa - Done by others		0 -
7	110 Hall		300 -
8	57 N McDown		300 -
9	230 Russel		500 -
10	1502 Cornell		350 -
11	75 Derek		350 -
12			
			2100 -

RECEIVED BY *[Signature]*

A-4705
T-40529

KEEP THIS SLIP FOR REFERENCE

01-11

Susanville Weed Abatement #54717
 517 Quarry St ~~517 Quarry St~~ #21 8VL ca
 96130

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 7/20/18
NAME City Of Susanville		
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 1418 Fourth St		
2			
3			
4	APN		
5			
6			
7	ok @		
8	7/26/18		
9			
10			
11			
12			
13			
14			
15			
16			
17			
18		Total	1025.00

RECEIVED BY _____

Susanville Weed Abatement 654724
 517 Quarry St #21 SUL, Ca. 96130
 (530) 249-5848

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 7/25/18
NAME City of Susanville		
ADDRESS		
CITY, STATE, ZIP		

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MOSE. RETD.	PAID OUT
---------	------	--------	--------	-----------	-------------	----------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Charge For		
2	Abating		
3	1116 Mark		
4	APN 103-031-08-11		
5			
6			
7			
8	7/26/18		
9	OK		
10	(Signature)		
11			
12			
13			
14			
15		BID	225 ⁰⁰
16			
17			
18		Total	295 ⁰⁰

RECEIVED BY _____

A-5805
 T-46320/48350

KEEP THIS SLIP FOR REFERENCE

01-11

Susanville Weed Abatement 654723
 517 Quarry St #21 SVL, Co. 96130
 (530) 249-5848

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 7/25/18
NAME City Of Susanville		
ADDRESS		
CITY, STATE, ZIP		

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MOSE. RETD.	PAID OUT
---------	------	--------	--------	-----------	-------------	----------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Charge For		
2	Abatement 350		
3	N Roof		
4	ADN 103-150-07-11		
5			
6			
7	7/26/18		
8	OK		
9	OW		
10			
11			
12			
13			
14			
15			
16			
17			
18		Total	245.00

RECEIVED BY _____

A-5805
T-46320/46350

KEEP THIS SLIP FOR REFERENCE

01-11

Harlan's Bobcat Service

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

Invoice #
0109

INVOICE
 ESTIMATE

BILL TO

SUSANVILLE FIRE DPT
 505 MAIN ST
 SUSANVILLE CA 96150



NAME: APN 107-250-04-11
 STREET: _____
 PHONE: _____
 TECHNICAL: _____
 WORK TO BE PERFORMED: _____
 PO# _____

DATE: 8/1/18

CALL BEFORE A.M.
 P.M.

AUTHORIZED BY _____

THIS WORK IS TO BE
 C.O.D. CHARGE NO CHARGE

MAKE _____ MAKE _____
 MODEL _____ MODEL _____
 SERIAL NUMBER _____ SERIAL NUMBER _____

DESCRIPTION OF WORK PERFORMED

WEED AND RUBBISH ABATEMENT
1700 FIRE BARRIS IN VEGETATION
AT THE JUNCTION OF SIRRAA &
MODOC ST SUSANVILLE CA.
APR 107-250-04-11

TERMS
 I have authority to order the work certified above which has been satisfactorily completed.

CUSTOMER SIGNATURE _____ DATE _____

LIMITED WARRANTY: All materials, parts, and equipment are warranted by the manufacturer's 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.

TOTAL SUMMARY	
TOTAL MATERIALS	
TOTAL LABOR	
TAX	
TOTAL	<u>1380</u>

Sugarville Weed Abatement #54721
 517 Quanny St #81 SW, Ca. 96130
 (530) 249-5848

CUSTOMER'S ORDER NO. _____ DEPARTMENT _____ DATE 7/24/18
 NAME City Of Sugarville
 ADDRESS _____
 CITY, STATE, ZIP _____

SOLD BY _____ CASH _____ C.O.D. _____ CHARGE _____ ON ACCT. _____ MOSE RETD. _____ PAID OUT _____

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Charge For Abating		
2	745 Washo		
3	APN 103-098-21-11		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
RECEIVED BY		Total	275.00

OK (Signature)
 7/26/18

Sussexville Wood Abatement #654720
517 Quarry St #218 Vt. Ca. 96130
530249-5848

CUSTOMER'S ORDER NO. DEPARTMENT DATE 7/24/18

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	Change For Abating		
2	845 Washo		
3	APM 103-085-08-11		
4			
5			
6			
7	ok (B.)		
8	7/26/18		
9			
10			
11			
12			
13			
14			
15			
16			
17			
18	Total	195	00

RECEIVED BY

Susanville Weed Abatement ⁶⁵⁴⁷¹⁹
 517 Quarry St #21 SVL, Ca. 96130
 (530) 249-5848

CUSTOMER'S ORDER NO.	DEPARTMENT	DATE 7/24/18
NAME City of Susanville		
ADDRESS		
CITY, STATE, ZIP		

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT
---------	------	--------	--------	-----------	-------------	----------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Charge For Abating		
2	880 Washo		
3	APN 103-083-16-11		
4			
5			
6	OK		
7	(OK) 7/26/18		
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18		Total	200.00

RECEIVED BY _____

A-5805
T-46320/46350

KEEP THIS SLIP FOR REFERENCE

01-11

Reviewed by: De Interim City Administrator
_____ City Attorney

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

Submitted by: Deborah Savage, Finance Manager

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor and Payroll Warrants

PRESENTED BY: Deborah Savage, Finance Manager

SUMMARY: Warrants dated August 25, 2018 through September 7, 2018 numbered 202057 through 202158.

FISCAL IMPACT: Accounts Payable vendor warrants totaling \$ 146,249.36 plus \$ 147,200.24 in payroll warrants, for a total of \$ 293,449.60.

ACTION REQUESTED: Motion to receive and file.

ATTACHMENTS: Payments by vendor and transmittal check registers.

Report Criteria:

Manual checks included
Transmittal checks included

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
08/24/2018	CDPT	08/28/2018	831	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 8/24/	7650-2203-1	10,366.83-
08/24/2018	CDPT	08/28/2018	831	CITY OF SUSANVILLE PAYRL T	1	Social Security Pay Period: 8/24/	7650-2203-1	10,366.83-
08/24/2018	CDPT	08/28/2018	831	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 8/24/2018	7650-2203-1	2,973.64-
08/24/2018	CDPT	08/28/2018	831	CITY OF SUSANVILLE PAYRL T	1	Medicare Pay Period: 8/24/2018	7650-2203-1	2,973.64-
08/24/2018	CDPT	08/28/2018	831	CITY OF SUSANVILLE PAYRL T	1	Federal Withholding Tax Pay Peri	7650-2203-1	24,804.29-
Total 831:			5					51,485.23-
08/24/2018	CDPT	08/28/2018	832	EMPLOYMENT DEV. DEPT PI	6	State Withholding Tax Pay Period:	7650-2203-1	8,498.12-
Total 832:			1					8,498.12-
08/24/2018	CDPT	08/28/2018	833	EMPLOYMENT DEV DEPT SDI	7	State Disability Tax Pay Period: 8	7650-2203-1	1,917.83-
Total 833:			1					1,917.83-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Municipal Pay Period: 8/2	7650-2203-1	2,682.82-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Municipal Pay Period: 8/2	7650-2203-1	5,216.86-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Police Pay Period: 8/24/2	7650-2203-1	1,358.12-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Police Pay Period: 8/24/2	7650-2203-1	1,743.82-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Fire Pay Period: 8/24/201	7650-2203-1	490.53-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Fire Pay Period: 8/24/201	7650-2203-1	1,416.37-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS Misc Pay and Report Pay	7650-2203-1	74.92-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS Fire Pay and Report Pay P	7650-2203-1	100.16-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	1,893.07-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Municipal AB 340 Pay Pe	7650-2203-1	2,072.40-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	2,092.73-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - POLICE AB 340 Pay Peri	7650-2203-1	2,117.32-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	846.28-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Fire AB 340 Pay Period:	7650-2203-1	856.23-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	Survivor's Benefits Pay Period: 8/	7650-2203-1	13.00-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Municipal Benefit Pay Pe	7650-2203-1	349.47-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Fire Benefit Pay Period:	7650-2203-1	818.43-
08/24/2018	CDPT	08/28/2018	834	P.E.R.S.	8	PERS - Police Benefit Pay Period	7650-2203-1	1,358.12-
Total 834:			18					25,500.65-
08/24/2018	CDPT	08/28/2018	202065	CA STATE DISBURSEMENT UNI	37	Case #2000	7650-2203-0	69.23-
Total 202065:			1					69.23-
08/24/2018	CDPT	08/28/2018	202066	NATIONWIDE RETIREMENT SO	5	00284077 Pepsco Pay Period: 8/	7650-2203-0	550.00-
Total 202066:			1					550.00-
08/24/2018	CDPT	08/28/2018	202067	STATE COLLECTION & DISBUR	43	REM ID 876772300A Child Supp	7650-2203-0	406.15-
Total 202067:			1					406.15-
08/24/2018	CDPT	08/28/2018	202068	VALIC	4	Valic Pay Period: 8/24/2018	7650-2203-0	2,363.08-
Total 202068:			1					2,363.08-

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
08/24/2018	CDPT	08/28/2018	202069	VANTAGEPOINT TRANS. AGEN	3 457	DEFERRED COMPENSATIO	7650-2203-0	150.00-
			Total 202069:					150.00-
			Grand Totals:					90,940.29-

Report Criteria:

- Manual checks included
- Transmittal checks included

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/18	08/30/2018	202070	1243	AIR RESOURCES BOARD	HOT SPOT ASSESSMENT 17/18	HTSP1700-09	1	7620-430-11-48	TAXES, FEES, PERMIT AND CH	1,674.00	1,674.00
Total HTSP1700-09:											
08/18	08/30/2018	202071	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-WAT	08241	1	7110-430-42-43	TECHNICAL SVCS	424.21	424.21
08/18	08/30/2018	202071	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER- STR	08241	2	2007-431-20-43	TECHNICAL SVCS	424.22	424.22
08/18	08/30/2018	202071	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER- GAS	08241	3	7401-430-62-43	TECHNICAL SVCS	424.22	424.22
08/18	08/30/2018	202071	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-PW	08241	4	7620-430-10-43	TECHNICAL SVCS	424.22	424.22
Total 08241:											
08/18	08/30/2018	202072	1256	AMA GOLF CO	SUPPLIES- GC	144925	1	7530-451-55-46	SUPPLIES - GENERAL	101.57	101.57
Total 144925:											
08/18	08/30/2018	202073	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636243712	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 636243712:											
08/18	08/30/2018	202073	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636243713	1	7401-430-62-44	LINEN SERVICES	52.06	52.06
Total 636243713:											
08/18	08/30/2018	202073	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636243714	1	2007-431-20-44	LINEN SERVICE	47.82	47.82
Total 636243714:											
08/18	08/30/2018	202073	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636243715	1	7110-430-42-44	LINEN SERVICE	38.65	38.65
Total 636243715:											
08/18	08/30/2018	202074	9432		WOODSTOVE REBATE	082718	1	8407-430-10-48	GRANTS	1,500.00	1,500.00
08/18	08/30/2018	202074	9432		WOODSTOVE REBATE	082718	2	8407-430-10-48	GRANTS	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 082718:									3,000.00	3,000.00
08/18	08/30/2018	202075	927	BAXTER AUTO PARTS IN	SUPPLES-GAS	32199261	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	3.42	3.42
	Total 32199261:									3.42	3.42
08/18	08/30/2018	202076	72		REIM TRAVEL EXPENSE	082218	1	8402-413-30-45	TRAVEL	189.09	189.09
	Total 082218:									189.09	189.09
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES- GC	419140	1	7530-451-52-46	SUPPLIES-GENERAL	24.39	24.39
	Total 419140:									24.39	24.39
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES- GC	419326	1	7530-451-52-46	SUPPLIES-GENERAL	30.80	30.80
	Total 419326:									30.80	30.80
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES-GC	420443	1	7530-451-52-46	SUPPLIES-GENERAL	4.28	4.28
	Total 420443:									4.28	4.28
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES- WATER	421238	1	7110-430-42-46	SUPPLIES-GENERAL	13.30	13.30
	Total 421238:									13.30	13.30
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	421241	1	2007-431-20-46	SUPPLIES-GENERAL	18.88	18.88
	Total 421241:									18.88	18.88
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES- STREETS	421310	1	2007-431-20-46	SUPPLIES-GENERAL	5.59	5.59
	Total 421310:									5.59	5.59
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES-WATER	421361	1	7110-430-42-46	SUPPLIES-GENERAL	18.10	18.10
	Total 421361:									18.10	18.10

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
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES- STREETS	421379	1	2007-431-20-46	SUPPLIES-GENERAL	11.53	11.53
Total 421379:											
08/18	08/30/2018	202077	76	BILLINGTON ACE HARD	SUPPLIES- FD	4214090	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	33.27	33.27
Total 4214090:											
08/18	08/30/2018	202078	148	COMPUTER LOGISTICS	ENDORSEMENT PRINTER- WAT	71771	1	7110-430-42-47	MACHINERY AND EQUIPMENT	282.10	282.10
08/18	08/30/2018	202078	148	COMPUTER LOGISTICS	ENDORSEMENT PRINTER- GAS	71771	2	7401-430-62-47	MACHINERY & EQUIPMENT	282.09	282.09
08/18	08/30/2018	202078	148	COMPUTER LOGISTICS	ENDORSEMENT PRINTER	71771	3	1000-415-10-47	MACHINERY AND EQUIPMENT	187.93	187.93
Total 71771:											
08/18	08/30/2018	202078	148	COMPUTER LOGISTICS	SUPPLIES	71835	1	1000-415-10-46	SUPPLIES-GENERAL	1,201.20	1,201.20
Total 71835:											
08/18	08/30/2018	202079	173	DATCO SERVICES	SUBSTANCE TEST	34512438	1	1000-416-10-43	TECHNICAL SVCS	1,201.20	1,201.20
Total 34512438:											
08/18	08/30/2018	202080	174	DATEMA, STEVEN K.	AIRPORT MANAGER 8/18	083018	1	7201-430-81-43	TECHNICAL SVCS	1,992.70	1,992.70
Total 083018:											
08/18	08/30/2018	202081	1462	DAVID L. PURVIS	PROFESSIONAL SERVICES 7/1	073118	1	1000-424-20-43	PROFESSIONAL SVCS	652.50	652.50
Total 073118:											
08/18	08/30/2018	202082	194	DIAMOND SAW SHOP IN	SUPPLIES- FIRE	16519	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	128.19	128.19
Total 16519:											
08/18	08/30/2018	202082	194	DIAMOND SAW SHOP IN	SUPPLIES- FIRE	16537	1	1000-422-10-46	SUPPLIES-SMALL TOOLS	107.86	107.86
Total 16537:											
08/18	08/30/2018	202083	9437		REFUND GAS DEPOSIT	10508200013	1	7401-2228-000	DEPOSITS-CUSTOMER	2.19	2.19

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 10508200013:											
08/18	08/30/2018	202084	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875947A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 875947A:											
08/18	08/30/2018	202084	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875976A	1	7110-430-42-43	TECHNICAL SVCS	117.00	117.00
Total 875976A:											
08/18	08/30/2018	202085	265	FRONTIER	252-4247 LASSEN CO AIR POLL	4247 081018	1	7620-430-11-45	COMMUNICATIONS	171.73	171.73
Total 4247 081018:											
08/18	08/30/2018	202085	265	FRONTIER	257-5152 FIRE	5152 081018	1	1000-422-10-45	COMMUNICATIONS	402.80	402.80
Total 5152 081018:											
08/18	08/30/2018	202086	9431		WOODSTOVER REBATE	082018	1	8404-430-12-48	GRANTS	1,500.00	1,500.00
Total 082018:											
08/18	08/30/2018	202087	9429		REFUND GAS DEPOSIT	10114220012	1	7401-2228-000	DEPOSITS-CUSTOMER	166.64	166.64
Total 10114220012:											
08/18	08/30/2018	202088	9435		REFUND GAS DEPOSIT	10439520014	1	7401-2228-000	DEPOSITS-CUSTOMER	26.22	26.22
Total 10439520014:											
08/18	08/30/2018	202089	9223		REFUND WATER DEPOSIT	10333000001	1	7110-2228-000	DEPOSITS-CUSTOMER	10.00	10.00
Total 10333000001:											
08/18	08/30/2018	202090	1045	INTERNATIONAL ASSOC	MEMBERSHIP 5/18-4/	082218	1	1000-422-10-48	DUES AND MEMBERSHIPS	46.50	46.50
08/18	08/30/2018	202090	1045	INTERNATIONAL ASSOC	MEMBERSHIP 5/18-4/	082218	2	1000-422-10-48	DUES AND MEMBERSHIPS	232.50	232.50

Check Register - Payments by Vendor
Check Issue Dates: 8/30/2018 - 8/30/2018

CITY OF SUSANVILLE

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 082218:											
08/18	08/30/2018	202091	1346	KENNETH KORVER M.D	PRE-EMPLOYMENT SCREEN	082018	1	1000-416-10-43	PROFESSIONAL SVCS	279.00	279.00
Total 082018:											
08/18	08/30/2018	202092	8091	LASSEN FAMILY SERVIC	CIVIC CONTRIBUTION FUND	082918	1	1000-466-33-46	CIVIC CONTRIBUTIONS	1,500.00	1,500.00
Total 082918:											
08/18	08/30/2018	202093	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	307092	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	64.70	64.70
Total 307092:											
08/18	08/30/2018	202093	411	LASSEN MOTOR PARTS	SUPPLIES- GAS	307438	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	64.55	64.55
Total 307438:											
08/18	08/30/2018	202094	437	LMUD	AIRPORT VASI LIGHTS	10108 082218	1	7201-430-81-46	ELECTRICITY	114.07	114.07
Total 10108 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE IRR WELL30 HP	122907 082218	1	7530-451-52-46	ELECTRICITY	2,208.36	2,208.36
Total 122907 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE PUMP STATION	122910 082218	1	7530-451-52-46	ELECTRICITY	1,632.72	1,632.72
Total 122910 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE IRR PUMP/8TH	122929 082218	1	7530-451-52-46	ELECTRICITY	1,002.16	1,002.16
Total 122929 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE PUMP HOUSE	132052 082218	1	7530-451-52-46	ELECTRICITY	24.65	24.65
Total 132052 082218:											

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
08/18	08/30/2018	202094	437	LMUD	470-895 CIRCLE DR-CLUB HOU	144281 082218	1	7530-451-52-46	ELECTRICITY	1,071.90	1,071.90
Total 144281 082218:											
08/18	08/30/2018	202094	437	LMUD	LITTLE LEAGUE PARK AREA LI	3522 082218	1	1000-452-20-46	ELECTRICITY	297.65	297.65
Total 3522 082218:											
08/18	08/30/2018	202094	437	LMUD	105 S ASH STREET	412864 082218	1	1000-452-20-46	ELECTRICITY	20.00	20.00
Total 412864 082218:											
08/18	08/30/2018	202094	437	LMUD	FIRST STREET & ALLEY	416848 081618	1	2007-431-60-46	ELECTRICITY	21.44	21.44
Total 416848 081618:											
08/18	08/30/2018	202094	437	LMUD	AIRPORT LOT 5	51908 082218	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 51908 082218:											
08/18	08/30/2018	202094	437	LMUD	AIRPORT HANGER 6	54333 082218	1	7201-430-81-46	ELECTRICITY	20.00	20.00
Total 54333 082218:											
08/18	08/30/2018	202094	437	LMUD	925 SIERRA RD SPORTS CTR	60453 082218	1	1000-452-20-46	ELECTRICITY	21.16	21.16
Total 60453 082218:											
08/18	08/30/2018	202094	437	LMUD	AIRPORT OFFICE	7146 082218	1	7201-430-81-46	ELECTRICITY	429.00	429.00
Total 7146 082218:											
08/18	08/30/2018	202094	437	LMUD	AIRPORT GAS PUMP	7154 082218	1	7201-430-81-46	ELECTRICITY	29.17	29.17
Total 7154 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE CLUB HOUSE	7394 082218	1	7530-451-52-46	ELECTRICITY	76.27	76.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 7394 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE CART BARN 2	7400 082218	1	7530-451-52-46	ELECTRICITY	76.27	76.27
Total 7400 082218:											
08/18	08/30/2018	202094	437	LMUD	1801 MAIN ST	8314 072418	1	1000-421-10-46	ELECTRICITY	674.52	674.52
08/18	08/30/2018	202094	437	LMUD	1801 MAIN ST	8314 072418	2	1000-421-10-46	ELECTRICITY	618.22	618.22
Total 8314 072418:											
08/18	08/30/2018	202094	437	LMUD	1801 MAIN ST	8314 082218	1	1000-421-10-46	ELECTRICITY	1,292.74	1,292.74
Total 8314 082218:											
08/18	08/30/2018	202094	437	LMUD	GOLF COURSE BARN 1 & 3	9312 082218	1	7530-451-52-46	ELECTRICITY	20.00	20.00
Total 9312 082218:											
08/18	08/30/2018	202095	1508	MAIN STREET LUBE	OIL & FILTER UNIT #78- PD	15971	1	1000-421-10-44	VEHICLE - REPAIR & MAINTEN	45.63	45.63
Total 15971:											
08/18	08/30/2018	202096	824	OFFICE DEPOT	OFFICE SUPPLIES	191172787	1	1000-415-10-46	SUPPLIES-GENERAL	2,214.71	2,214.71
Total 191172787:											
08/18	08/30/2018	202097	546	PAYLESS BUILDING SUP	SUPPLIES-FIRE	2499640	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	75.71	75.71
Total 2499640:											
08/18	08/30/2018	202098	9430		REFUND GAS DEPOSIT	10304960018	1	7401-2228-000	DEPOSITS-CUSTOMER	160.21	160.21
Total 10304960018:											
08/18	08/30/2018	202099	572	QUILL CORPORATION	OFFICE SUPPLIES-FD	9177014	1	1000-422-10-46	SUPPLIES-JANITORIAL	37.29	37.29

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 9177014:											
08/18	08/30/2018	202099	572	QUILL CORPORATION	OFFICE SUPPLIES	9429798	1	1000-415-10-46	SUPPLIES-GENERAL	170.43	170.43
Total 9429798:											
08/18	08/30/2018	202100	1040	R & R PRODUCTS INC	SUPPLIES- GC	CD2269455	1	7530-451-52-46	SUPPLIES-GENERAL	152.03	152.03
Total CD2269455:											
08/18	08/30/2018	202101	582	RAY MORGAN CO INC	COPIER- FD	2468153	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	36.92	36.92
Total 2468153:											
08/18	08/30/2018	202102	592	REYNOLDS & RAYMOND	SUPPLIES-GAS	13864	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	590.04	590.04
Total 13864:											
08/18	08/30/2018	202103	9428		REFUND GAS DEPOSIT	10429050025	1	7401-2228-000	DEPOSITS-CUSTOMER	149.19	149.19
Total 10429050025:											
08/18	08/30/2018	202104	1127	ROSS' LADDER SERVICE	ANNUAL LADDER INSPECTION-	472	1	1000-422-10-44	MISC - REPAIR & MAINTENANC	1,340.00	1,340.00
Total 472:											
08/18	08/30/2018	202105	1076	SIERRA COFFEE AND BE	BOTTLED WATER	50246	1	1000-417-10-46	SUPPLIES-GENERAL	14.50	14.50
Total 50246:											
08/18	08/30/2018	202106	709	THOMPSON PEAK VETE	SMALL ANIMAL EXAM - PD	28889	1	1000-421-10-45	ANIMAL CONTROL CONTRACT	634.63	634.63
Total 28889:											
08/18	08/30/2018	202107	712	TNS TRUCKING CO	BASE ROCK & SAND-WATER	3392	1	7110-430-42-46	SUPPLIES-GENERAL	122.80	122.80
Total 3392:											

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
08/18	08/30/2018	202107	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3394	1	7401-430-62-46	SUPPLIES-GENERAL	312.11	312.11
08/18	08/30/2018	202107	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3394	2	2007-431-20-46	SUPPLIES-GENERAL	312.09	312.09
08/18	08/30/2018	202107	712	TNS TRUCKING CO	TRANSFER BASE ROCK & SAN	3394	3	7110-430-42-46	SUPPLIES-GENERAL	312.09	312.09
Total 3394: 936.29											
08/18	08/30/2018	202108	9434		REFUND GAS DEPOSIT	10409950003	1	7401-2228-000	DEPOSITS-CUSTOMER	152.56	152.56
Total 10409950003: 152.56											
08/18	08/30/2018	202109	9433		REFUND WATER DEPOSIT	10429100031	1	7110-2228-000	DEPOSITS-CUSTOMER	45.74	45.74
Total 10429100031: 45.74											
08/18	08/30/2018	202110	966	TURF STAR, INC.	SUPPLIES-GC	7028426-00	1	7530-451-52-44	REPAIR & MAINTENANCE - MIS	46.10	46.10
Total 7028426-00: 46.10											
08/18	08/30/2018	202111	530	U.S. BANK EQUIPMENT F	COPIER-FIRE	363658154	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	160.96	160.96
Total 363658154: 160.96											
08/18	08/30/2018	202112	8775		TR EX EUREKA 9/13-9/14	082818	1	1000-421-10-45	TRAINING	111.00	111.00
08/18	08/30/2018	202112	8775		TR EX PERSONAL VEHICLE	082818	2	1000-421-10-45	TRAINING	88.40	88.40
Total 082818: 199.40											
08/18	08/30/2018	202113	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67550582	1	7401-430-62-46	SUPPLIES-GENERAL	214.12	214.12
Total 67550582: 214.12											
08/18	08/30/2018	202113	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67550618	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	131.86	131.86
Total 67550618: 131.86											
08/18	08/30/2018	202114	1198	WESTWOOD SANITATIO	PORTABLE TOILET	A55001	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	198.34	198.34
Total A55001: 198.34											

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	
08/18	08/30/2018	202115	9436		REFUND GAS DEPOSIT	10432450410	1	7401-2228-000	DEPOSITS-CUSTOMER	1.86	1.86	
Total 10432450410:											1.86	1.86
Grand Totals:											35,216.29	35,216.29

Report Criteria:

Report type: GL detail
 Check.Voided = False

Report Criteria:

Report type: GL detail
 Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
08/18	08/31/2018	202118	728	U S POSTMASTER	UB BILLING GAS	083118	1	7401-430-62-46	POSTAGE	272.10	272.10
08/18	08/31/2018	202118	728	U S POSTMASTER	UB BILLING WATER	083118	2	7110-430-42-46	POSTAGE	528.22	528.22
Total 083118:										800.32	800.32
Grand Totals:										800.32	800.32

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
09/18	09/05/2018	202119	31	ALPINE FIRE SERVICES I	FIRE EXTINGUISHER SER-PD	08301	1	1000-421-10-46	SUPPLIES-SAFETY ITEMS	59.71	59.71
Total 08301:											
09/18	09/05/2018	202120	44	ARAMARK UNIFORM SE	CUSTODIAL SUPPLIES-PW	636257114	1	7620-430-10-44	LINEN SERVICE	27.75	27.75
Total 636257114:											
09/18	09/05/2018	202120	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-GAS	636257145	1	7401-430-62-44	LINEN SERVICES	269.95	269.95
Total 636257145:											
09/18	09/05/2018	202120	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-STREETS	636257146	1	2007-431-20-44	LINEN SERVICE	47.82	47.82
Total 636257146:											
09/18	09/05/2018	202120	44	ARAMARK UNIFORM SE	UNIFORM SERVICE-WATER	636257147	1	7110-430-42-44	LINEN SERVICE	38.65	38.65
Total 636257147:											
09/18	09/05/2018	202121	1070	AT&T	WIRELESS PHONES-PD	287277908661X082801	1	1000-421-10-45	COMMUNICATIONS	570.72	570.72
Total 287277908661X082801:											
09/18	09/05/2018	202122	9432		PERMIT ISSUED IN ERROR, CO	083018	1	1000-424-20-32	BUILDING PERMITS	161.25	161.25
09/18	09/05/2018	202122	9432		PERMIT ISSUED IN ERROR, CO	083018	2	1000-2205-006	DEPOSIT PAYABLE-SB 1473	1.00	1.00
Total 083018:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320195661	1	7401-430-62-46	SUPPLIES-GENERAL	26.80	26.80
Total 320195661:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-FD	320197456	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	14.55	14.55

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 320197456:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-PW	320199477	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	22.87	22.87
Total 320199477:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320199594	1	7401-430-62-46	SUPPLIES-GENERAL	6.22	6.22
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-STREETS	320199594	2	2007-431-20-46	SUPPLIES-GENERAL	6.22	6.22
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320199594	3	7110-430-42-46	SUPPLIES-GENERAL	6.22	6.22
Total 320199594:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-STREETS	320199610	1	2007-431-20-46	SUPPLIES-GENERAL	5.18	5.18
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	320199610	2	7401-430-62-46	SUPPLIES-GENERAL	5.18	5.18
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	320199610	3	7110-430-42-46	SUPPLIES-GENERAL	5.18	5.18
Total 320199610:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-STREETS	32199605	1	2007-431-20-46	SUPPLIES-GENERAL	4.75	4.75
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	32199605	2	7401-430-62-46	SUPPLIES-GENERAL	4.76	4.76
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	32199605	3	7110-430-42-46	SUPPLIES-GENERAL	4.76	4.76
Total 32199605:											
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-STREETS	32199614	1	2007-431-20-46	SUPPLIES-GENERAL	3.96	3.96
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-GAS	32199614	2	7401-430-62-46	SUPPLIES-GENERAL	3.96	3.96
09/18	09/05/2018	202123	927	BAXTER AUTO PARTS IN	SUPPLIES-WATER	32199614	3	7110-430-42-46	SUPPLIES-GENERAL	3.96	3.96
Total 32199614:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	420690	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	15.37	15.37
Total 420690:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-FIRE	421135	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	38.06	38.06
Total 421135:											

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
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	421423	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	10.31	10.31
Total 421423:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-GAS	421440	1	7401-430-62-46	SUPPLIES-GENERAL	53.07	53.07
Total 421440:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	421472	1	2007-431-20-46	SUPPLIES-GENERAL	1.73	1.73
Total 421472:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-FIRE	421634	1	1000-422-10-44	FACILITY - REPAIR & MAINTEN	23.63	23.63
Total 421634:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-FIRE	421726	1	1000-422-10-46	SUPPLIES-GENERAL	79.46	79.46
Total 421726:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	421760	1	1000-452-21-46	SUPPLIES-GENERAL	73.32	73.32
Total 421760:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	421804	1	2007-431-20-46	SUPPLIES-GENERAL	65.85	65.85
Total 421804:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-PARKS	421838	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	41.50	41.50
Total 421838:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	421841	1	2007-431-20-46	SUPPLIES-GENERAL	24.68	24.68
Total 421841:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-GAS	421895	1	7401-430-62-46	SUPPLIES-GENERAL	38.60	38.60

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 421895:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-WATER	421915	1	7110-430-42-46	SUPPLIES-SMALL TOOLS	38.60	38.60
Total 421915:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-GAS	421937	1	7401-430-62-46	SUPPLIES-GENERAL	8.68	8.68
Total 421937:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-GAS	421944	1	7401-430-62-46	SUPPLIES-GENERAL	46.32	46.32
Total 421944:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-WATER	421997	1	7110-430-42-46	SUPPLIES-GENERAL	46.32	46.32
Total 421997:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	422010	1	2007-431-20-46	SUPPLIES-GENERAL	5.76	5.76
Total 422010:											
09/18	09/05/2018	202124	76	BILLINGTON ACE HARD	SUPPLIES-STREETS	422033	1	2007-431-20-46	SUPPLIES-GENERAL	111.73	111.73
Total 422033:											
09/18	09/05/2018	202125	8591		STATION SUPPLIES REIMBURS	083018	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	28.89	28.89
Total 083018:											
09/18	09/05/2018	202126	9142		24 SHIFT COVERAGE 8/21/18	083018	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 083018:											
09/18	09/05/2018	202127	148	COMPUTER LOGISTICS	MONTHLY SERVICES MAINTEN	71784	1	1000-417-10-43	TECHNICAL SVCS	220.00	220.00
Total 71784:											

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
09/18	09/05/2018	202127	148	COMPUTER LOGISTICS	ANTI-VIRUS BARRACUDA 400	71790	1	1000-417-10-43	TECHNICAL SVCS	100.00	100.00
Total 71790:											
09/18	09/05/2018	202128	152	COUSO TECHNOLOGY &	WEBSITE MAINT	1195	1	1000-417-10-43	TECHNICAL SVCS	340.00	340.00
Total 1195:											
09/18	09/05/2018	202129	8890		FF COVERAGE 7/11/18	083018	1	1000-422-10-43	VOLUNTEERS	25.00	25.00
Total 083018:											
09/18	09/05/2018	202130	241	FEATHER PUBLISHING C	EMPLOYMENT AD LATERAL PO	1459339	1	1000-416-10-45	ADVERTISING	158.40	158.40
Total 1459339:											
09/18	09/05/2018	202130	241	FEATHER PUBLISHING C	EMPLOYMENT AD ADMINISTRA	1460916	1	1000-416-10-45	ADVERTISING	105.60	105.60
Total 1460916:											
09/18	09/05/2018	202130	241	FEATHER PUBLISHING C	YELLOW PAGES- GC	150634	1	7530-451-52-45	ADVERTISING	55.00	55.00
Total 150634:											
09/18	09/05/2018	202131	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875948A	1	7110-430-42-43	TECHNICAL SVCS	69.00	69.00
Total 875948A:											
09/18	09/05/2018	202131	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875950A	1	7110-430-42-43	TECHNICAL SVCS	69.00	69.00
Total 875950A:											
09/18	09/05/2018	202131	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875953A	1	7110-430-42-43	TECHNICAL SVCS	69.00	69.00
Total 875953A:											
09/18	09/05/2018	202131	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875955A	1	7110-430-42-43	TECHNICAL SVCS	69.00	69.00

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 875955A:											
09/18	09/05/2018	202131	1033	FGL ENVIRONMENTAL	WEEKLY WATER SAMPLING-D	875956A	1	7110-430-42-43	TECHNICAL SVCS	69.00	69.00
Total 875956A:											
09/18	09/05/2018	202132	265	FRONTIER	257-1056-PW SHOP	1056 082018	1	7620-430-10-45	COMMUNICATIONS	50.33	50.33
Total 1056 082018:											
09/18	09/05/2018	202132	265	FRONTIER	257-1057-FAX PW	1057 082018	1	7620-430-10-45	COMMUNICATIONS	171.41	171.41
Total 1057 082018:											
09/18	09/05/2018	202132	265	FRONTIER	257-7236-PW	7236 082018	1	7620-430-10-45	COMMUNICATIONS	204.74	204.74
Total 7236 082018:											
09/18	09/05/2018	202132	265	FRONTIER	257-7237-GAS	7237 082018	1	7620-430-10-45	COMMUNICATIONS	75.13	75.13
Total 7237 082018:											
09/18	09/05/2018	202133	9429		REFUND GAS DEPOSIT	10114220012	1	7401-2228-000	DEPOSITS-CUSTOMER	166.64	166.64
Total 10114220012:											
09/18	09/05/2018	202134	9440		REFUND GAS DEPOSIT	10423250108	1	7401-2228-000	DEPOSITS-CUSTOMER	200.00	200.00
Total 10423250108:											
09/18	09/05/2018	202135	335	J.W. WOOD CO INC	SUPPLIES- PARKS	S106767	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	342.08	342.08
Total S106767:											
09/18	09/05/2018	202135	335	J.W. WOOD CO INC	SUPPLIES- PARKS	S106853	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	170.81	170.81
Total S106853:											

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
09/18	09/05/2018	202135	335	J.W. WOOD CO INC	SUPPLIES- GC	S107060	1	7530-451-52-46	SUPPLIES-GENERAL	142.42	142.42
Total S107060:											
09/18	09/05/2018	202135	335	J.W. WOOD CO INC	SUPPLIES- GC	S107119	1	7530-451-52-46	SUPPLIES-GENERAL	187.49	187.49
Total S107119:											
09/18	09/05/2018	202135	335	J.W. WOOD CO INC	SUPPLIES- GC	S15405-01	1	7530-451-52-46	SUPPLIES-GENERAL	8.38	8.38
Total S15405-01:											
09/18	09/05/2018	202136	338	JACKSON'S SERVICE CE	RPR & MAINT- PW	45891	1	7620-430-10-44	REPAIR AND MAINTENANCE-V	187.65	187.65
Total 45891:											
09/18	09/05/2018	202137	362	KAUFFMAN, BILL	CUSTODIAL SVCS-PW	753417	1	7620-430-10-44	CUSTODIAL	250.00	250.00
Total 753417:											
09/18	09/05/2018	202137	362	KAUFFMAN, BILL	CUSTODIAL SVCS	753418	1	1000-417-10-44	CUSTODIAL	650.00	650.00
Total 753418:											
09/18	09/05/2018	202138	411	LASSEN MOTOR PARTS	SUPPLIES-FIRE	305327	1	1000-422-10-44	VEHICLE - REPAIR & MAINTEN	41.66	41.66
Total 305327:											
09/18	09/05/2018	202138	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	307116	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	26.81	26.81
Total 307116:											
09/18	09/05/2018	202138	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	307135	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	12.27	12.27
Total 307135:											
09/18	09/05/2018	202138	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	307583	1	1000-452-20-44	VEHICLE - REPAIR & MAINTEN	13.93	13.93

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 307583:											
09/18	09/05/2018	202138	411	LASSEN MOTOR PARTS	SUPPLIES-GAS	307612	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	34.51	34.51
Total 307612:											
09/18	09/05/2018	202138	411	LASSEN MOTOR PARTS	SUPPLIES-PARKS	308039	1	1000-452-20-44	MISC - REPAIR & MAINTENANC	105.13	105.13
Total 308039:											
09/18	09/05/2018	202139	412	LASSEN REGIONAL SOLI	DUMP FEES-PARKS	79054	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	1.71	1.71
Total 79054:											
09/18	09/05/2018	202140	413	LASSEN TIRE	2 TIRE DISMOUNTS- GAS	50239	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	1,436.00	1,436.00
Total 50239:											
09/18	09/05/2018	202141	437	LMUD	SOUTH ST ROOSEVELT AREA	1744 082818	1	1000-452-20-46	ELECTRICITY	8.44	8.44
Total 1744 082818:											
09/18	09/05/2018	202141	437	LMUD	RIVERSIDE DR. PARK	1999 082818	1	1000-452-20-46	ELECTRICITY	33.67	33.67
Total 1999 082818:											
09/18	09/05/2018	202141	437	LMUD	1505 MAIN ST	2876 082218	1	1000-422-10-46	ELECTRICITY	752.21	752.21
Total 2876 082218:											
09/18	09/05/2018	202141	437	LMUD	N WEATHERLOW ST SIGNALS-	3651 082218	1	2007-431-60-46	ELECTRICITY	137.88	137.88
Total 3651 082218:											
09/18	09/05/2018	202141	437	LMUD	MAIN & ALEXANDER SIGNAL-S	49496 082218	1	2007-431-60-46	ELECTRICITY	157.01	157.01
Total 49496 082218:											

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
09/18	09/05/2018	202141	437	LMUD	MAIN & FAIRFIELD-STREETS	49497 082218	1	2007-431-60-46	ELECTRICITY	124.55	124.55
Total 49497 082218:											
09/18	09/05/2018	202141	437	LMUD	MAIN & JOHNSTNVLE SIGNAL-	49498 082218	1	2007-431-60-46	ELECTRICITY	147.26	147.26
Total 49498 082218:											
09/18	09/05/2018	202141	437	LMUD	RIVERSIDE & MAIN LIGHTS-ST	49499 082218	1	2007-431-60-46	ELECTRICITY	230.45	230.45
Total 49499 082218:											
09/18	09/05/2018	202141	437	LMUD	WELL #1-WATER	7714 082218	1	7110-430-42-46	ELECTRICITY	42.52	42.52
Total 7714 082218:											
09/18	09/05/2018	202141	437	LMUD	RIVERSIDE PARK LIGHT	9501 082818	1	1000-452-20-46	ELECTRICITY	130.28	130.28
Total 9501 082818:											
09/18	09/05/2018	202142	467	METER VALVE & CONTR	SUPPLIES- GAS	14126	1	7401-430-62-46	SUPPLIES-GENERAL	650.72	650.72
Total 14126:											
09/18	09/05/2018	202143	1463	MILLER CLEANING SERV	CUSTODIAL SERVICES 8/13	MCS2417	1	1000-421-10-44	CUSTODIAL	360.00	360.00
Total MCS2417:											
09/18	09/05/2018	202144	480	MINERS & PISANI INC	SUPPLIES- GAS	936	1	7401-430-62-46	SUPPLIES-GENERAL	118.83	118.83
Total 936:											
09/18	09/05/2018	202145	9439		REFUND GAS DEPOSIT	10426000006	1	7401-2228-000	DEPOSITS-CUSTOMER	163.05	163.05
Total 10426000006:											
09/18	09/05/2018	202146	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT 9/	58020 090118	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 58020 090118:											
09/18	09/05/2018	202147	572	QUILL CORPORATION	CREDIT- PW	9529524	1	7620-430-10-46	SUPPLIES-GENERAL	840.00	840.00
Total 9529524:											
09/18	09/05/2018	202147	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	9529524	1	7620-430-10-46	SUPPLIES-GENERAL	93.57	93.57
Total 9529524.:											
09/18	09/05/2018	202147	572	QUILL CORPORATION	OFFICE SUPPLIES-PW	9530079	1	7620-430-10-46	SUPPLIES-GENERAL	51.98	51.98
Total 9530079:											
09/18	09/05/2018	202148	582	RAY MORGAN CO INC	COPIER- FD	2189967	1	1000-422-10-44	RENT & LEASES EQUIP & VEHI	36.92	36.92
Total 2189967:											
09/18	09/05/2018	202149	9216		TR EX LONG BEACH 9/11-9/14	082918	1	1000-411-10-45	TRAVEL	116.00	116.00
Total 082918:											
09/18	09/05/2018	202150	632	SEZZI CONCRETE & MAT	BARK- PARKS	500	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	566.28	566.28
Total 500:											
09/18	09/05/2018	202151	1076	SIERRA COFFEE AND BE	BOTTLED WATER-PW	50242	1	7620-430-10-46	SUPPLIES-GENERAL	7.25	7.25
Total 50242:											
09/18	09/05/2018	202152	9438		REFUND GAS DEPOSIT	10507900216	1	7401-2228-000	DEPOSITS-CUSTOMER	156.56	156.56
Total 10507900216:											
09/18	09/05/2018	202153	8571		TR EX LONG BEACH 9/11-9/14	082918	1	1000-411-10-45	TRAVEL	116.00	116.00
Total 082918:											

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
09/18	09/05/2018	202154	1265	SUSANVILLE PAINT CEN	SUPPLIES-PARKS	10000407	1	1000-452-20-44	FACILITY - REPAIR & MAINTEN	69.31	69.31
Total 10000407:											
09/18	09/05/2018	202154	1265	SUSANVILLE PAINT CEN	SUPPLIES-STREETS	10000612	1	2007-431-20-46	SUPPLIES-GENERAL	34.03	34.03
Total 10000612:											
09/18	09/05/2018	202154	1265	SUSANVILLE PAINT CEN	SUPPLIES-PARKS	10000663	1	1000-452-21-44	FACILITY - REPAIR & MAINTEN	314.17	314.17
Total 10000663:											
09/18	09/05/2018	202155	696	TECH SERVICES	MONTHLY MAINT. FEE TO ASS	1771	1	7201-430-81-43	TECHNICAL SVCS	575.00	575.00
Total 1771:											
09/18	09/05/2018	202156	958	TECHNOFLO SYSTEMS	REPAIR GEO METERS	19827	1	7301-430-52-47	MACHINERY & EQUIPMENT	3,733.35	3,733.35
Total 19827:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67558103	1	7110-430-42-46	SUPPLIES-GENERAL	701.09	701.09
Total 67558103:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67562448	1	7110-430-42-46	SUPPLIES-GENERAL	469.65	469.65
Total 67562448:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES-WATER	67566173	1	7110-430-42-46	SUPPLIES-GENERAL	30.16	30.16
Total 67566173:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES- WATER	67569440	1	7110-430-42-46	SUPPLIES-GENERAL	78.36	78.36
Total 67569440:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES- GAS	67569761	1	7401-430-62-46	SUPPLIES-GENERAL	62.07	62.07

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 67569761:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES-GAS	67569863	1	7401-430-62-46	SUPPLIES-GENERAL	62.07	62.07
Total 67569863:											
09/18	09/05/2018	202157	770	WESTERN NEVADA SUP	SUPPLIES-GC	6757545	1	7530-451-52-46	SUPPLIES-GENERAL	168.98	168.98
Total 6757545:											
09/18	09/05/2018	202158	1378	ZITO MEDIA	CABLE- FIRE	356225062 082718	1	1000-422-10-45	COMMUNICATIONS	46.84	46.84
Total 356225062 082718:											
Grand Totals:										19,292.46	19,292.46

Report Criteria:

Report type: GL detail
 Check Voided = False

Reviewed by:  Interim City Administrator

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

Submitted by: Quincy McCourt, Project Manager

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 18-5572** authorizing the City of Susanville to enter into a contract with The California Department of Justice.

PRESENTED BY: Quincy McCourt, Project Manager

SUMMARY: The California Department of Justice recently released their Tobacco Law Enforcement Grant funded from proposition 56. The California Healthcare, Research and Prevention Tax Act of 2016 (Proposition 56) provides local public agencies with funding to promote a healthier California by reducing illegal sales and marketing of cigarettes and tobacco products to minors. The Office of the Attorney General makes these annual funds available to local law enforcement agencies through the California Department of Justice Tobacco Grant Program. Staff will apply for this grant.

Funds are available for many different types of activities, not only for undercover buy operations. DOJ seeks to fund a wide range of enforcement activities.

Applicants selected for funding must provide a resolution of the applicant's governing body authorizing the applicant to enter into a contract with the State and identifying the person authorized to execute the contract for the applicant. The resolution should expressly authorize future amendments, if any, for the purpose of increasing funding provided in the original contract, without an additional resolution from the governing body. Applicants selected for funding will be required to submit an original or a certified copy of the resolution.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to adopt **Resolution No. 18-5572** authorizing The City of Susanville to enter into a contract with The California Department of Justice.

ATTACHMENTS: Resolution No. 18-5572
Tobacco Grant Fact Sheet

RESOLUTION NO. 18-5572
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE CITY OF SUSANVILLE TO ENTER INTO A CONTRACT WITH
THE CALIFORNIA DEPARTMENT OF JUSTICE

WHEREAS, the California Department of Justice recently released their Tobacco Law Enforcement Grant funded from proposition 56; and

WHEREAS, the Office of the Attorney General makes these annual funds available to local law enforcement agencies through the California Department of Justice Tobacco Grant Program; and

WHEREAS, the City of Susanville and community will benefit greatly from tobacco law enforcement; and

WHEREAS, there is no matching fund requirement; and

NOW THEREFORE, the City Interim/Administrator is authorized to execute the contract with the California Department of Justice for the prop 56 Tobacco Law Enforcement Grant; and

NOW THEREFORE, the City Interim/Administrator or designee is expressly authorized to execute all related contracts or future amendments; and

NOW THEREFORE, The City of Susanville wishes to Authorize the Interim City Administrator/City Administrator and designee to sign any and all related contractual documents and or amendments; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville approves the acceptance of the California Department of Justice Tobacco Law Enforcement Grant and budget amendments to fund its operations and authorizing the City/Interim Administrator or designee to execute all related contracts and future amendments.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5572 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 19th day of September, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM: _____
Jessica Ryan, City Attorney



CALIFORNIA DEPARTMENT OF JUSTICE TOBACCO GRANT PROGRAM

The California Healthcare, Research and Prevention Tax Act of 2016 (Proposition 56) provides local public agencies with funding to promote a healthier California by reducing illegal sales and marketing of cigarettes and tobacco products to minors. The Office of the Attorney General makes these annual funds available to local law enforcement agencies through the California Department of Justice Tobacco Grant Program.

Approved by voters in 2016, Prop. 56 increased taxes on cigarettes and other tobacco products by \$2.00 starting in April 2017. The initiative specifically allocates \$30 million of annual revenue to the California Department of Justice. These funds will support local law enforcement efforts to reduce the illegal sale of tobacco products to minors.

The Office of the Attorney General encourages local public agencies to learn more about the Tobacco Grant Program, become familiar with the grant requirements and understand the grant proposal process.

Eligibility Criteria

Any local public agency within the State of California that has authority to enforce tobacco-related state laws or local ordinances is eligible to apply. This may include cities, counties, public school districts, college districts, law enforcement agencies, city attorneys and county counsels.

Grantees may use grant funds to enforce state and local laws related to the illegal sale and marketing of tobacco products to minors and youth including:

- Retailer compliance checks
- Retailer training programs
- Installation of signage
- Youth outreach
- Tobacco retail license inspections
- Preventing and deterring use of tobacco products on school premises

Funding Details

Selected public agencies will be funded for up to a three-year cycle. Funding amount will be evaluated based on the submitted grant proposal.

Grant Proposal

The California Department of Justice will issue a Request for Proposals on September 5, 2018. Eligible agencies must submit applications to the California Department of Justice by October 5, 2018 at 5:00 PM. All

applications must be received by the California Department of Justice by the deadline; late applications will not be considered.

Grant applications will be assessed for their potential to improve enforcement of laws relating to the sale, marketing, and restrictions on the use of tobacco products to minors.

To learn more about the Tobacco Grant Program, or to obtain a copy of the Request for Proposal and view related informational documents, please visit: <https://oag.ca.gov/tobaccogrants>

Questions regarding the application process may be directed to the California Department of Justice at tobaccogrants@doj.ca.gov.

Examples of local entities that could apply for the grant funding

- **Cities, counties or local government agencies** that apply for funding to:
 - bring local businesses into compliance with current tobacco ordinances;
 - support community and retailer outreach and education programs;
 - create media awareness campaigns;
 - inspect and enforce local tobacco retail licenses;
- **Public school districts, college districts, and law enforcement agencies under contract with school districts** that apply for funding to:
 - hire, train, and support additional school resource officers (SRO) to focus on tobacco issues;
 - install signs or air quality detection devices in school bathrooms and other areas to discourage vaping and smoking on school grounds.
- **City attorneys or county counsels** who apply for an expansion of their efforts to:
 - decrease access to unlawful tobacco products, for instance, through prosecuting cases involving contraband or unstamped tobacco products;
 - investigate and take enforcement action against hookah lounges that are not in compliance;
 - develop multilingual media outreach campaigns;
 - investigate and prosecute the unlawful sales of tobacco products to minors on the internet and marketing on social media.
- **Local law enforcement**, including police departments, sheriffs' departments, and school police departments that apply for funding to:
 - conduct minor decoy operations including for electronic cigarettes/vape products;
 - increase resources to conduct tobacco-related enforcement operations targeting locations where minors are likely to be present, such as playgrounds, youth sports events, baseball stadiums, school and college campuses, public transit systems, or vehicles with a child present;
 - provide education classes or diversion programs for tobacco retailers to help ensure that they understand state and local tobacco laws.

Reviewed by: D Interim City Administrator

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

Submitted by: Daniel Gibbs, Acting Public Works Director

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution 18-5574** authorizing the Mayor to execute an Amended Agreement with Dyer Engineering for the completion of the Cady Springs Pump Station and Pipeline construction documents.

PRESENTED BY: Daniel Gibbs, Acting Public Works Director

SUMMARY: Council awarded a contract to Dyer Engineering regarding design services on April 4, 2018 for the completion of the Cady Springs water tank, pumping station, and approximately 2 miles of pipeline at Cady Springs. The 2006 plans the City released for a more modest pumping station and to complete the two highway crossings were used as a guide to determine the extent of remaining work to be completed and any design services needed in support of the work.

The grant received through Proposition 84 funds City awarded in 2016 was, in part, for completion of the Cady Springs project with the expectation that no significant design would be needed to update the 2006 plans and specifications. Basically, Dyer was retained to fill that need to evaluate, update, and modify the 2006 construction documents (plans and specifications).

Unfortunately, once Dyer became fully engaged in the task of updating to current codes and standards, it became evident that portions of the original design were lacking with regard to both constructability and feasibility given the unique site conditions for available area and accessibility. Specifically, once the soil and hillside conditions above the pump station location were fully evaluated, the design of the station as originally proposed in 2006 could not be accommodated.

Dyer Engineering has asked for additional compensation to accommodate unanticipated costs from its geotechnical, pump design and electrical consultants. No additional monies are being requested for Dyer Engineering in their services to the City under this contract. The additional costs of \$31,500 with a deduction included of \$6,600 for SCADA related services for a total additional expense of \$24,900.

This additional amount will be funded within the grant amount already determined through a reduction in the construction amount allotted initially. Staff has submitted an amended agreement to the State that includes the redistribution of design and construction monies within a separate request to the State for extending the grant agreement through January 31, 2020.

FISCAL IMPACT: None anticipated to the City once the extension request is processed. If the project budget amendment is not approved within the extension request then Water funds may be considered for use in compensating Dyer Engineering the additional \$24,900 asked for.

ACTION REQUESTED: Adopt Resolution 18-5574 authorizing the Mayor to execute an amended Agreement with Dyer Engineering that includes an additional Not To Exceed amount of \$24,900 for completion of the construction documents for the Cady Springs Pump Station and Pipeline Project.

ATTACHMENTS:

- 1) Resolution 18-5574
- 2) Amended Agreement

RESOLUTION NUMBER 18-5574

A RESOLUTION OF THE COUNCIL OF THE CITY OF SUSANVILLE AUTHORIZING THE EXECUTION OF AN AMENDED PROFESSIONAL SERVICES AGREEMENT WITH DYER ENGINEERING CONSULTANTS FOR THE PREPARATION OF CONSTRUCTION DOCUMENTS FOR THE CADY SPRINGS PUMP STATION AND PIPELINE

WHEREAS, the City of Susanville has available grant funding through Proposition 84 funds for preparation of construction documents on the Cady Springs Design Project; and

WHEREAS, Dyer Engineering was retained as the consultant to prepare said documents through Council action on April 4, 2018 in the amount of \$142,760 for the Cady Springs Pump Station and Pipeline plans and specifications; and

WHEREAS, in the course of said preparation, certain conditions with the original design work performed in 2006 was found to be inadequate and subject to additional evaluation and unanticipated design services.

WHEREAS, the Public Works Department has determined the additional compensation is justified given the unusual and difficult site conditions combined with inadequate design by prior consultants that were unknown to all concerned;

WHEREAS, Dyer Engineering Consultants has requested additional compensation for subconsultant services to perform said work in an amount not to exceed \$24,900 in order to complete the construction documents.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Susanville authorizes the Mayor to execute an amended Agreement with Dyer Engineering Consultants for the completion of the construction documents for the completion of Cady Springs Pump Station and Pipeline Project for an additional not to exceed amount of \$24,900.00.

Dated: September 19, 2018

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing resolution 18-5574 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 19th day of September, 2018, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAINING:

ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

CITY OF SUSANVILLE
Amended Agreement No. 18-03

THIS AMENDED AGREEMENT is entered into this 20th day of September, 2018 by and between Dyer Engineering Consultants (hereinafter referred to as "Consultant") and the CITY OF SUSANVILLE, (hereinafter referred to as "City").

FOR AND IN CONSIDERATION of the promises hereinafter made, Consultant and City agree as follows:

ARTICLE 1: AMENDED AGREEMENT DOCUMENTS

This amended *Agreement*, *The City of Susanville Cady Springs Project Scope of Services* (Exhibit A), *City of Susanville Cost Summary* (Exhibit B), and *City of Susanville Rate Schedule* (Exhibit C) attached hereto shall constitute the entire agreement between the parties on the subject matters. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. There shall be no modifications or amendments to this Agreement or to the *Exhibits* unless said modifications or amendments are in writing duly executed by the parties.

ARTICLE 2: TERM

The term of this amended agreement shall extend from April 4, 2018 to June 30, 2019. The term of the Agreement may be extended by mutual agreement of the parties, which agreement must be reduced to writing and duly executed by the parties.

ARTICLE 3: LEGAL PARAMETERS

This Agreement is binding upon and inures to the benefit of the heirs, successors and assigns of the parties hereto. Neither party hereto may assign its rights or obligations under the Agreement without the prior written consent of the other parties. This Agreement shall be governed by the laws of the State of California.

ARTICLE 4: SCOPE OF SERVICES AND COMPENSATION

The Scope of Services and Deliverables are outlined in the *City of Susanville Cady Springs Project Scope of Services* (Exhibit A).

Compensation to be paid under this amended Agreement are detailed in the *City of Susanville Cost Summary* (Exhibit B), and *City of Susanville Rate Schedule* (Exhibit C).

Consultant shall perform and complete all work required in connection with the Agreement. City has the right to inspect and may reject any services provided by Consultant under this Agreement that, in City's determination, were not completed or that otherwise failed to satisfy the established specifications or performance standards. In the event of default the Consultant will be liable to the City for the cost of completion.

The City hereby promises and agrees with the said Consultant to pay in current funds for the performance of the Agreement an amended cost not to exceed **\$167,660** for the completion of scope of services of Phase 2 of the Cady Spring Project as set forth in the *City of Susanville Cady Springs Project Scope of Services* (Exhibit A) and the *Dyer Engineering Construction Document Evaluation Report*.

The Consultant agrees to do the work, complete and in place, according to the terms and conditions herein contained and referred to, for the prices hereinafter set forth, and hereby agrees to pay the same at the time, in the manner and upon the conditions herein set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE 5: INVOICES AND BILLING

The amended Agreement price, in the amount not to exceed **\$167,660**, shall be made forthwith upon completion of work under this agreement. Progress payments for items identified as tasks in the scope of services can be paid once that certain task is completed and accepted by the City. The Consultant may invoice each task separately as identified above prior to completion of the entire scope of services if desired.

ARTICLE 6: INDEPENDENT CONSULTANT

The Consultant will act in an independent capacity and not as officers or employees of the City. Consultant further acknowledges and agrees that it is an independent Consultant and that nothing herein shall be construed to create the relationship of employer and employee between City and Consultant. No employee-related withholdings or deductions shall be made from payments due to Consultant.

Consultant shall not be entitled to receive any benefits from the City and shall not be eligible for workers' compensation or unemployment benefits. Consultant shall at all times be free to exercise initiative, judgment, and discretion in how best to perform or provide the services identified herein. Notwithstanding the above, Consultant will work closely with the City and meet periodically when requested.

ARTICLE 7: SUBCONTRACTING

Consultant may enter into any subcontract for performance of any services contemplated under this Agreement. Consultant may not assign any interest in the Agreement without the prior written approval of City and they shall be subject to such conditions and provisions as City may deem necessary or desirable in its sole discretion. Where the City permits the use of subcontractors, no subcontractor may perform any work under this Agreement without first providing City certificates of insurance showing all of the coverages required in Article 9 of this Agreement.

Consultant shall be responsible for the performance of all subcontractors. Before paying a claim that involves the use of materials or labor supplied by someone other than the Consultant, City may require Consultant to supply proof of payment for such materials or labor and certification of any prevailing wage requirements as identified in Article 13. Consultant shall pay the subcontractor(s) for undisputed services provided by them within thirty days of receiving payment from City.

ARTICLE 8: EQUIPMENT AND MATERIALS

Consultant will be solely responsible for supplying, storing, maintaining, and replacing any and all equipment that is necessary for implementing the services under this Agreement. City will not supply, nor will it pay for any repairs, maintenance or replacement of, or new equipment expenses, or temporary work related to signs, cones, or other traffic controlling equipment.

ARTICLE 9: INSURANCE

Before commencing work on this Agreement the Consultant must provide certificates of insurance to show that the following minimum coverages are in effect. Consultant agrees that it will provide and maintain at all times during the term of this Agreement such insurance coverages as are indicated herein and that will otherwise comply with the provisions that follow. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Consultant for the Consultant's operations. These are solely minimums that have been established to protect the interests of the City. Such policy or policies shall apply to the extent of, but not as a limitation upon or in satisfaction of, the indemnity provisions of this agreement.

The provisions of this section shall also apply to all subcontractors, other lower tier contractors, independent contractors and sole proprietors engaged by Consultant with respect to this Agreement, and Consultant shall be entirely responsible for securing the compliance of all such persons or parties with these provisions. Consultant shall not commence or perform any work under this Agreement until certificates of insurance are presented to the City showing the required coverages are in full force and effect with at least the required coverage limit amounts and naming the City as an additional insured.

Consultant agrees to maintain at all times during the period of this Agreement all of the following:

A. GENERAL LIABILITY, AUTO LIABILITY

Consultant shall maintain all insurance identified in the *Dyer Engineering Consultants Proposal* for the duration of the Agreement. Consultant shall name all parties as “additional insurers” on its general liability policy that are required to be so named under the Insurance Section of the *Dyer Engineering Consultants Proposal*.

B. WORKER'S COMPENSATION INSURANCE

Consultant hereby certifies that it is aware of, and will comply with Section 3700 of the California State Labor Code that requires every employer to be insured against liability for Workers' Compensation or to undertake self insurance before commencing any of the work.

ARTICLE 10: PERSONNEL

Consultant is responsible for compliance with all applicable State and Federal laws. Consultant will manage his/her own personnel without general oversight by the City and shall oversee and coordinate sub-contractors that are approved by City. All drivers and equipment operators will be properly trained and have all certifications and valid licensing required to operate said equipment. The Consultant must certify to the City that all drivers operating a commercial motor vehicle are in a federally mandated random drug and alcohol testing program that complies with Federal Motor Carrier Safety Administration (FMCSA) requirements.

The Consultant alone shall be responsible for ensuring compliance with all applicable regulatory requirements including but not limited to those from: FMCSA and California Division of Occupational Safety and Health (Cal/OSHA).

ARTICLE 11: SAFETY AND TRAFFIC CONTROL

The Consultant alone shall be responsible for the safety and security at construction sites and when working in or adjacent to public highways. Consultant is solely responsible for traffic control at the locations of and while engaged in highway services / maintenance. Traffic control practices, equipment and signage shall comply with the Manual on Uniform Traffic Control Devices, latest edition. Consultant shall maintain one lane of traffic at all times unless closure for public safety is authorized by City. Consultant shall also provide for the establishment of detours as needed. Consultant shall erect other barricades as may be directed by City.

The Consultant is responsible for contacting 811 "Call Before You Dig" prior to any excavation. No excavation is authorized until after 811 has marked all existing utilities. Prior to construction, the Consultant shall notify City of adjacent utilities when prosecution of work may affect them.

All work shall be completed within the City's right-of-way and/or public easements unless expressly and specifically directed to do so by the City.

ARTICLE 12: CONSULTANT'S LIABILITY

Consultant shall be responsible for all injuries to persons and for all damage to real or personal property of the City or others, caused by, or resulting from the negligence of itself, its employees, or its agents during the progress of, or connected with, the rendition of services hereunder. Consultant shall defend and hold harmless and indemnify the City, its officers and employees from all costs and claims for damages to real or personal property, or personal injury to any third party, resulting from the negligence, actions, or inaction of Consultant, Consultant's subcontractors, employees or agents, arising out of the Consultant's performance of work under this Agreement.

ARTICLE 13: PREVAILING WAGE

The Consultant certifies and agrees that it will comply California Labor Code Section 1770 regarding prevailing wage requirements. City may request documentation to certify that the Consultant has paid its employees at the appropriate prevailing wage rate. In the event that the City determines that Consultant has failed to pay any of its employees in accord with the appropriate prevailing wage rate, City shall report its findings to the Department of Labor and/or withhold the difference between the amount paid and amount owed for prevailing wages from any amount owed Consultant until such time as the payment dispute is fully and finally resolved.

This provision in no way creates any contractual or third party beneficiary relationship between any of Consultant's employees and the City, nor does it create any liability or duty on the City for Consultant's failure to make timely or appropriate payments to its employees, on behalf of its employees.

ARTICLE 14: AUDIT

Consultant shall permit authorized representatives of the City to have access to Consultant's books, records, accounts and any and all data relevant to this Agreement, for the purpose of making an audit or examination during the term of the Agreement and for a period of four years following the fiscal year of the last expenditure under this Agreement.

ARTICLE 15: DISCRIMINATION

During the performance of this Agreement, Consultant and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, race, color, religious creed, marital status, denial of family and medical care leave, ancestry, national origin, medical condition (cancer/genetic characteristics), age (40 and above), disability (mental and physical) including HIV and AIDS, denial of pregnancy disability leave or reasonable accommodation. Consultant and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

Consultant and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs, tit. 2, §7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, §12990 (a)–(f), are incorporated into this Agreement by reference and made a part hereof as if set forth in full (Cal. Code Regs, tit. 2, §7285.0 et seq.). Consultant and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

This Consultant shall include the non-discrimination and compliance provisions of this clause in all subcontracts to perform work under contract.

ARTICLE 16: BUSINESS LICENSE

Consultant has and will continue to maintain a current Business License during the term of this Agreement. Consultant shall insert in each of its subcontract agreements a provision, which requires its sub-contractors to present proof that the subcontractor has obtained a current Business License during the term of this Agreement.

IN WITNESS WHEREOF, the parties do hereby execute this Agreement on the day and year first written above.

CITY OF SUSANVILLE

By : _____
Name : _____
Title : _____
Date : _____

APPROVED AS TO FORM:

By : _____
Name: _____
Title : _____
Date : _____

ATTEST:

By : _____
Name : _____
Title : _____
Date : _____

CONSULTANT

By : _____
Name: _____
Address : _____
Date : _____

ATTACH NOTARY

EXHIBIT A - CITY OF SUSANVILLE CADY SPRINGS PROJECT SCOPE OF SERVICES

EXHIBIT B – CITY OF SUSANVILLE AMENDED COST SUMMARY

EXHIBIT C - CITY OF SUSANVILLE RATE SCHEDULE

Reviewed by:  Interim City Administrator

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

Submitted by: James M Moore, Fire Chief

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: Resolution No. 18-5575 authorizing purchase of new Hydraulic Rescue Equipment

PRESENTED BY: James M Moore, Fire Chief

SUMMARY: In 1999 the Fire Department was awarded an Office of Traffic Safety Grant for the purchase of a Rescue Vehicle and a compliment of Rescue Equipment. The Hydraulic Rescue Equipment that was purchased under the grant has become prone to regular failures due to age and use. To date, we have successfully completed most of the repairs needed to maintain the equipment in serviceable order. Recently we sustained a major pump and line failure that will require the replacement of some components as further repairs are not an option. The Fire Department has \$110,000 in funding set aside in our Facilities and Equipment Reserve Fund to be used to replace the equipment.

FISCAL IMPACT: \$12,000 from the Fire Facilities and Equipment Reserve Fund to purchase Hydraulic Rescue Equipment.

ACTION REQUESTED: Motion to approve Resolution No. 18-5575 authorizing expenditure of Fire Department Reserve funds for the purchase of replacement Hydraulic Rescue Equipment, and authorizing the Finance Manager to increase the 2018/2019 Budget for the purchase of the Hydraulic Rescue Equipment.

ATTACHMENTS: Resolution No. 18-5575

RESOLUTION NO. 18-5575
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING EXPENDITURE OF FIRE DEPARTMENT RESERVE FUNDS FOR THE
PURCHASE OF REPLACEMENT HYDRAULIC RESCUE EQUIPMENT

WHEREAS, the Susanville Fire Department has hydraulic rescue equipment that was purchased in 1999 through an Office of Traffic Safety Grant; and

WHEREAS, the equipment is a necessary and valuable part of the public safety operation, and is reaching the point where maintenance and routine repairs are no longer sufficient; and

WHEREAS, the Fire Department Facilities and Equipment Reserve fund has sufficient funding to replace the equipment.

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

1. The Fire Department is authorized to purchase replacement hydraulic rescue equipment; and
2. The Finance Manager is authorized to amend the 2018/2019 Fiscal Year Budget for purchase of the equipment in the amount of \$12,000.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-5575 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 19th day of September 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

Reviewed by:  Interim City Administrator

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

Submitted By: Heidi Whitlock, Assistant to the City Administrator

Action Date: September 19, 2018

CITY COUNCIL AGENDA ITEM

SUBJECT: **Resolution No. 18-5541** authorizing execution of Commercial Operator's Agreement for Hangar #39 with Air Methods Corporation.

PRESENTED BY: Dan Newton, Interim City Administrator

SUMMARY: Staff was notified by Karl Gratriex that, as of January 1, 2017, Air Methods Corporation would be subleasing Hangar #39. Since that time, staff have been working with Air Methods to execute a Commercial Operator's Agreement and presented an agreement with requested changes at a recent Council meeting. Staff was directed to research into the changes further and bring back the item.

After discussions between the City Attorney and the attorney for Air Methods, the agreement was modified as attached.

FISCAL IMPACT: \$8,463.56 annually

ACTION

REQUESTED: Motion approving Resolution No. 18-5541 executing a Commercial Operator Agreement with Air Methods Corporation

ATTACHMENTS: Resolution No. 18-5541
Commercial Operator Agreement with Air Methods Corporation

**RESOLUTION NUMBER 18-4451
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING A COMMERCIAL OPERATOR AGREEMENT, HANGAR #39 WITH
AIR METHODS FOR FIVE (5) YEARS**

WHEREAS, current City policy requires that all Commercial Operators leasing or subleasing hangars located at the Susanville Municipal Airport have a Commercial Operator Agreement under the City; and

WHEREAS, Air Methods, is subleasing Hangar #39 owned by Karl Gratriex.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes the Commercial Operator's Agreement for Hangar #39 with Air Methods, for five (5) years and authorizes the Mayor to execute these Agreements on behalf of the City of Susanville.

APPROVED: _____
Kevin Stafford, Mayor

ATTEST: _____
Gwenna MacDonald, City Clerk

The foregoing Resolution No. 18-4451 was adopted at a regular meeting of the City Council of the City of Susanville, held on the 19th day of September, 2018 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINING:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

COMMERCIAL OPERATOR'S LICENSE AGREEMENT

THIS AGREEMENT, made this ___ day of _____, 20___, by and between the CITY OF SUSANVILLE, a municipal corporation and political subdivision of the State of California, hereinafter referred to as "Owner", and Air Methods Corporation, address: 55 S. Quebec Street, Greenwood Village, CO 80111 hereinafter referred to as "Commercial Operator";

1. Commercial Operator, by this Agreement, is hereby authorized to perform the following activities at the airport:
 - a. Required Maintenance of Air Methods owned and operated aircraft
2. The term of this Agreement is for a period of 3 years (minimum of 3), from January 1, 2017 to December 31, 2019.
3. This Agreement includes the provisions of those certain "Minimum Standards for Commercial Operators" adopted by the City of Susanville by Resolution, for general aviation at said Airport, a copy of which is attached hereto as Exhibit "C1", and any amendments, deletions, or additions thereto. These minimum standards and requirements for fixed base operations shall be required of and shall apply equally to all such commercial operators at said Airport. Owner specifically covenants and agrees that all such services defined in the above referenced minimum standards shall be confined to commercial operators meeting said standards. Said minimum standards stipulate the nature and amount of aeronautical activities and services required of all commercial operators at said airport, insurance requirements, financial investment required, and the specific licenses required.
4. Commercial Operator agrees to operate all activities authorized by this Agreement for the use and benefit of the public and to make available to the public on fair and reasonable terms all services on a fair, equal and not unjustly discriminatory basis to all users thereof and to charge fair, reasonable and not unjustly discriminatory prices for each unit of service, provided, Commercial Operator may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers. All services offered by Commercial Operator will be performed with promptness and courtesy. It is expressly understood that nothing herein shall be construed to grant or authorized the granting of exclusive rights within the meaning of Section 308 (a) of the Federal Aviation Act of 1958, as amended. Owner shall be responsible for the actions of all its employees and shall render Commercial operator safe and harmless from responsibility for any actions of negligence of Owner's employees. Commercial Operator shall be responsible for the actions of all its employees and shall render Owner safe and harmless from responsibility for any actions of negligence of Commercial Operator's employees engaged in these aeronautical activities and service. Commercial Operator will obtain at its own expense public liability insurance with limits of \$1,000,000.00 as to personal injury or death, and \$1,000,000.00 as to property damages to protect Owner from actions resulting from the Commercial Operator's activities at the Airport. Commercial Operator further agrees to keep the area where Commercial Operator performs the activities in a neat and orderly manner, free of offensive or dangerous materials or conditions. **Limitation on Liability:** In no event shall either Party or its employees be liable under this Lease to the other Party or any third party, for any consequential, incidental, indirect, exemplary, special or punitive damages, including any damages for business interruption, loss of use, revenue or profit, whether arising out of breach of contract, tort (including negligence) or otherwise, regardless of whether such damages were foreseeable and whether or not either Party was advised of the possibility of such

damages. The above limitation on liability provision does not apply to any damages caused by the gross negligence of either Party.

5. Commercial Operator agrees to pay to Owner for the privilege of doing business at the Airport the following sums and amounts:
 - A. Commercial Operator shall pay to City the sum of \$8,463.56 per year in advance, which sum is due on July 1st, and on the first day of July in each subsequent year.
 - B. The base rate will be increased by 5 percent annually throughout the term.
 - C. As of September 19, 2018, Commercial Operator also owes City \$13,208.47 for operating at said Airport between the time of January 1, 2017 and June 30, 2018. Commercial Operator must pay the amount owed in full no later than October 1, 2018.
6. This Agreement is not assignable.
7. It is expressly agreed by Commercial Operator and Owner that all rights, privileges and liabilities imposed on both parties by this Agreement are subject and subordinate to any conditions, restrictions, limitations, rules or regulations of any agreement or any contract pertaining to said Airport between the United States Government or any Department or Agency thereof having jurisdiction over said Airport and the Owner, and to rules and regulations of the State of California.
8. Commercial Operator does hereby agree that (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination in the use of said services, (b) that Commercial Operator shall render such services and activities reflected herein 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. It is further agreed that in the event of breach of any of this nondiscrimination clause, Owner shall have the right to terminate this Commercial Operator Agreement.
9. The property interest herein of Commercial Operator may be subject to property taxation of the possessory interest created thereby, and, if created, Commercial Operator, 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, Commercial Operator shall be responsible for payment thereof.
10. Commercial Operator shall not permit dumping of hazardous waste at the Airport premises.
11. This Agreement will be governed by and construed in accordance with the laws of the State of California.

CITY OF SUSANVILLE

COMMERCIAL OPERATOR

Kevin Stafford, Mayor

Name:

(Approved by City Council on _____)

ATTEST:

Gwenna MacDonald, City Clerk

APPROVED AS TO FORM:

Jessica Ryan, City Attorney

EXHIBIT "C1"

MINIMUM STANDARDS FOR COMMERCIAL OPERATORS AT THE SUSANVILLE MUNICIPAL AIRPORT, SUSANVILLE, CALIFORNIA

The following minimum standards for commercial activities have been established in the public interest for the safe and efficient operation of the Susanville Municipal Airport; to enhance its orderly growth; to preclude the granting of an exclusive right to conduct an aeronautical activity in violation of Section 308(a) of the Federal Aviation Act of 1958; to conform to Title VI of the Civil Rights Act of 1964 and Part 21 of the Department of Transportation Regulations; and to assure to all users the availability of Airport property on fair and reasonable terms and without unjust discrimination.

1. No person, firm, or corporation shall engage in any commercial activity at the Susanville Municipal Airport unless a Susanville Airport Commercial Agreement (Exhibit "C") is entered into with the City of Susanville, and unless the commercial activity is done in full compliance with the minimum standards herein set forth.

2. A COMMERCIAL OPERATOR is defined as any person, firm, or corporation who is not otherwise the Airport Operator/Manager, but who is performing any of the functions or furnishing any of the services as hereinafter set forth for COMMERCIAL OPERATORS at the Susanville Municipal Airport.

3. All COMMERCIAL OPERATORS shall protect the public generally, the customers or clients of COMMERCIAL OPERATORS and the City of Susanville from any and all lawful damages, claims, or liability and shall carry comprehensive general liability insurance issued by an insurance company authorized to do business in the State of California. The City of Susanville shall be named as an additional insured. Policies must be approved by the City Administrator and a certificate of insurance thereof furnished to the City. It is further understood that as circumstances in the future dictate, the City may require an increase in bodily injury and property damage insurance. City shall increase the limits of insurance coverage only after a hearing before the City Council following input from the Airport Commission.

4. Any person, firm, or corporation capable of meeting the minimum standards set forth herein for any of the stated COMMERCIAL OPERATOR Categories A through I is eligible to become a COMMERCIAL OPERATOR at the Airport, provided there is space available, subject to the execution of a written lease for not less than five (5) years containing such terms and conditions as may be determined by the City. A COMMERCIAL OPERATOR shall not engage in any business or activity on the Airport other than that authorized under his particular Category or Categories. Any COMMERCIAL OPERATOR desiring to extend his operation into more than one (1) Category or to discontinue operations in a Category, shall first apply in writing to the City for permission to do so, setting forth in detail the reasons and conditions for the request. The City shall then grant or deny the request, in writing, on such terms and conditions as the City deems to be prudent and proper under the circumstances and issue a new COMMERCIAL OPERATOR's Agreement. Each COMMERCIAL OPERATOR shall provide his own buildings, personnel and equipment, and other requirements as herein stated upon land leased from the City of Susanville and obtain a signed Airport Hangar Land Lease Agreement.

5. All construction required of such COMMERCIAL OPERATORS shall be in accordance with design and construction standards required or established by the City for the facility or activity involved. Title to any and all buildings and appurtenances, which may be built on City property, shall be as follows: when and if subject COMMERCIAL OPERATOR vacates its lease for any reason, COMMERCIAL OPERATOR may either remove said buildings COMMERCIAL OPERATOR owns at

COMMERCIAL OPERATOR'S expense within ninety (90) days or building shall revert to non-commercial status.

6. All COMMERCIAL OPERATORS shall, at their own expense, pay all taxes and assessments against any buildings or other structures placed on the premises by them, as well as all taxes and assessments against the personal property used by them in their operations.

7. All COMMERCIAL OPERATORS shall abide by and comply with all state, county and city laws and ordinances, the rules and regulations of the City and the rules and regulations of the State and Federal Aviation Administration.

8. All COMMERCIAL OPERATORS shall provide and pay for all lights, gas, electric current, water, sewer charges and garbage collection charges used or incurred anywhere in or about their subject premises, and shall pay the charges made therefore by the suppliers thereof promptly when due.

9. All agreements and leases between such COMMERCIAL OPERATORS and the City shall be subordinate to the provisions of any existing or future agreement between the City of Susanville and the United States, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport properties.

10. No COMMERCIAL OPERATOR shall sublease or sublet any premises leased by such COMMERCIAL OPERATOR from the City, or assign any such lease, without the prior written approval of the City, and any such subletting or assignment shall be subject to all of the minimum standards herein set forth.

11. In the event the COMMERCIAL OPERATOR sublets any portion of his lease, the sublessee must agree to assume the full obligations of the lease as set out herein and must agree to fully cooperate with the City in seeing that these minimum standards are complied with. The sublessee shall immediately comply with any reasonable request or direction of the City as it relates to the enforcement of these standards.

12. In the event that the COMMERCIAL OPERATOR or sublessee fails to comply fully with these minimum standards or fails to comply with the reasonable request or direction of the City as it relates to these minimum standards, said COMMERCIAL OPERATOR or sublessee shall be in default. If said default continues for more than ten (10) days after notice of said default, the City may terminate the lease. Said COMMERCIAL OPERATOR is responsible for the performance of the sublessee.

13. COMMERCIAL OPERATORS shall have the right to use common areas of the Airport, including runways, taxiways, aprons, roadways, floodlights, landing lights, signals and other conveniences for the takeoff, flying and landing of aircraft of COMMERCIAL OPERATOR.

14. COMMERCIAL OPERATORS will, at all times during the continuance of the term of their agreements and/or leases and any renewal or extension thereof, conduct, operate and maintain for the benefit of the public, the commercial operation provided for and described therein, and all aspects and parts and services thereof as defined and set forth, and will make all such services available to the public and that it will devote its best efforts for the accomplishment of such purposes and that it will at all times make charges to patrons and customers for all merchandise or materials and services furnished or rendered, but that it will refrain from imposing or levying excessive or otherwise unreasonable charges or fees for any facilities or services. Notwithstanding anything contained in a lease that may be or appear to the contrary it is expressly understood and agreed that the rights granted thereunder are nonexclusive and the lessor

reserves the right to grant similar privileges to another COMMERCIAL OPERATOR upon formal application by that COMMERCIAL OPERATOR, and upon demonstration of compliance with Paragraphs 3 and 4 herein.

15. The City reserves the right to take any actions it considers necessary to protect the aerial approaches to the Airport against obstructions, together with the right to prevent any commercial operator from erecting, or permitting to be erected, any building, sign, or other structure on the Airport which, in the opinion of the City, would limit the usefulness of the Airport or constitute a hazard to aircraft.

16. All contracts and leases between such COMMERCIAL OPERATORS and the City shall be subordinate to the right of the City during time of war or national emergency to lease the landing area or any part thereof to the United States Government for military or naval use, and, if any such lease is so made, the provisions of any contracts or leases between such with the provisions of the lease to the Government, shall be suspended.

17. The provisions of these standards shall in no way negate or cause to be null or void existing leases with COMMERCIAL OPERATORS at the Susanville Municipal Airport. Upon the adoption of these standards, any new leases and/or agreements entered into and any amendments to existing leases and/or agreements shall be in accordance with the standards.

18. The COMMERCIAL OPERATOR shall remove from the Airport or otherwise dispose of in a manner approved by the City all garbage, debris, and other waste material (whether solid or liquid) arising out of its occupancy of the premises or out of its operations. Said COMMERCIAL OPERATOR shall keep and maintain his premises in a neat and orderly manner. Any garbage debris waste which may be temporarily stored in the open shall be kept in suitable garbage or waste receptacles, the same to be made of metal and equipped with tight fitting covers and to be of a design safely and properly to contain whatever may be placed therein. The COMMERCIAL OPERATOR shall use extreme care when effecting removal of all such waste. No COMMERCIAL OPERATOR shall permit any dumping of hazardous waste on City property or on property leased or rented by COMMERCIAL OPERATOR.

19. The City reserves the right to further develop or improve all areas of the Airport as it sees fit, regardless of the desires or views of any COMMERCIAL OPERATORS, and without interference or hindrance from any such COMMERCIAL OPERATORS.

20. The City reserves the right to enter upon any premises leased to COMMERCIAL OPERATORS at reasonable times for the purpose of making such inspections as it may deem expedient, to the proper enforcement of any covenant or condition of any COMMERCIAL OPERATOR'S contract or lease agreement.

21. The City recognizes the rights of any person, firm or corporation operating aircraft on the Airport with its own employees (including, but not limited to maintenance and repair) that it may choose to perform. However, said persons, firms or corporations may not hire any vendors of service, aircraft parts, or fuel from off-airport premises to perform services on the Airport.

22. Aircraft fueling shall be in strict accordance with any safety regulations.

COMMERCIAL OPERATOR CATEGORIES

CATEGORY A. FLIGHT INSTRUCTION AND AIRCRAFT RENTAL:

A COMMERCIAL OPERATOR in this Category shall:

1. Have available an instructor pilot with appropriate and current Federal Aviation Administration pilot and medical certificates.
2. Provide and maintain a minimum of one (1) aircraft owned or leased or rented by and under the exclusive control of this COMMERCIAL OPERATOR which are properly equipped and Federal Aviation Administration certificated for flight instruction and rental.
3. Demonstrate the continuing ability to meet requirements for certification of flight instructor personnel and aircraft by the Federal Aviation Administration.
4. Assure that personnel operating rental equipment obtained from the subject COMMERCIAL OPERATOR have appropriate and current Federal Aviation Administration pilot and approved medical certificates.
5. Independent individual flight instructors not performing said services on a recurring basis shall be exempt.

CATEGORY B. AIRCRAFT CHARTER AND TAXI:
A COMMERCIAL OPERATOR in this Category shall:

1. Conduct all aircraft charter and taxi service in compliance with Federal Aviation Regulations, particularly Regulation Part 135.
2. Lease from the City sufficient land on which to locate all improvements required by specific operations of the COMMERCIAL OPERATOR.

CATEGORY C. CROP DUSTING AND SPRAYING:
A COMMERCIAL OPERATOR in this Category shall:

1. Furnish suitable arrangements for the safe loading, unloading, storage and containment of noxious chemical materials.
2. Furnish a minimum of one (1) aircraft with pilot. The aircraft will be suitably equipped for agricultural operations with adequate safeguard against spillage of chemical spray mixtures or materials on runways and taxiways or dispersal by wind force to other operational areas of the Airport. The pilot will have appropriate and current Federal Aviation Administration pilot and approved medical certificates. The COMMERCIAL OPERATOR in this Category shall comply with all Federal Environmental Protective Agency and State requirements pertaining to handling, storage and disposal of chemicals.
3. Lease from the City sufficient land on which to locate all improvements required by the specific operations of the COMMERCIAL OPERATOR.

CATEGORY D. AIRCRAFT SALES:
A COMMERCIAL OPERATOR in this Category shall:

1. Have a minimum of one (1) fully qualified demonstrator pilot with current and appropriate Federal Aviation Administration pilot and approved medical certificates.

2. Lease from the City sufficient land on which to locate all improvements required by the specific operations of the COMMERCIAL OPERATOR.

CATEGORY E. AIRCRAFT, ENGINE, PROPELLER, AND ACCESSORY MAINTENANCE:

A COMMERCIAL OPERATOR in this Category shall:

1. Furnish facilities and equipment for airframe and power plant repairs with at least one (1) duly Federal Aviation Administration certified A & P Mechanic and such other personnel as may be necessary. Such airframe and power plant repair shall include facilities for repair of aircraft and engines used in aviation in this area.
2. Lease from the City sufficient land on which to locate all required improvements.

CATEGORY F. RADIO AND INSTRUMENT:

A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate all required improvements.
2. Have available a Federal Aviation Administration certificated technician in the field of aircraft electronics and/or aircraft instruments with proper Federal Communications Commission license to conduct complete aircraft transmitter, receiver and antennae repair.
3. Provide satisfactory arrangements for access to and storage of aircraft being worked on.

CATEGORY G. SALE OF AVIATION PETROLEUM PRODUCTS AND RAMP SERVICE:

A COMMERCIAL OPERATOR in this Category shall:

1. Lease from the City sufficient land on which to locate intended storage and dispensing equipment, and buildings.
2. Have personnel on full-time duty during normal business hours of not less than eight (8) hours a day, seven (7) days a week, adequately trained to operate fuel dispensing equipment in accordance with all applicable local, state, and Federal laws. (Additional requirement: On-call service may be required during all hours of darkness.
3. Demonstrate capability to efficiently and safely conduct or move aircraft to such areas and park them. Compliance with FAA and EPA standards shall be adhered to at all times.
4. Comply with the following criteria regarding fuel storage and dispensing facilities:
 - a. Purchase from City fuel tanks such fuel as is needed by COMMERCIAL OPERATOR for sale to COMMERCIAL OPERATOR'S customers;
 - b. Maintain separate trucking equipment for each grade of fuel, meeting all applicable safety requirements with reliable metering devices subject to independent inspection, and with a pumping efficiency capable of servicing all aircraft normally using the Airport.
 - c. Provide adequate fire extinguishers in all fuel dispensing areas and on all mobile dispensing trucks.

CATEGORY H. FLYING CLUBS:

In an effort to foster and promote flying for pleasure, develop skills in aeronautics, including pilotage, navigation, and an awareness and appreciation of aviation requirements and techniques the Category of Flying Clubs is added to the Rules, Regulations and Minimum Standards of the Susanville Municipal Airport.

All flying clubs desiring to base their aircraft and operate on the Airport must comply with the applicable provisions of these Standards and Requirements. However, they shall be exempt from regular COMMERCIAL OPERATOR requirements upon satisfactory fulfillment of the conditions contained herein.

1. The club shall be a non-profit entity (corporation, association or partnership) organized for the express purpose of providing its members with an aircraft(s), for their personal use and enjoyment only. The ownership of the aircraft(s), must be vested in the name of the flying club (or owned ratably by all of its members). The property rights of the members of the club shall be equal and no part of the net earnings of the club will inure to the benefit of any member in any form (salaries, bonuses, etc.). The club may not derive greater revenue from the use of its aircraft than the amount necessary for the operations, maintenance and replacement of its aircraft.

2. Flying clubs may not offer or conduct charter or air taxi. They may not conduct aircraft rental or flight instruction except for regular members. Any qualified mechanic who is a registered member and part owner of the aircraft owned and operated by a flying club shall not be restricted from doing maintenance work on aircraft owned by the club and the club does not become obligated to pay for such maintenance work except that such mechanics may be compensated by credit against payment of dues or flight time.

3. The flying club, with its permit request, shall furnish the Airport Management a copy of its charter and by-laws, articles of association, partnership agreement or other documentation supporting its existence; a roster, or list of members, including names of officers and directors, to be revised on a semi-annual basis; evidence of insurance in the form of a certificate of insurance in force withhold harmless clause in favor of the Airport, its officers and employees (ten (10) days prior notice of cancellation shall be filed with Airport management); number and type of aircraft; evidence that aircraft are properly certificated; evidence that ownership is vested in the club; and operating rules of the club. The books and other records of the club shall be available for review at any reasonable time by Airport management or his/her authorized agent.

4. A flying club, at any airport controlled by this same Airport management shall abide by and comply with all Federal, State and local laws, ordinances, regulations and the Rules and Regulations of this Airport management.

5. A flying club which violates any of the foregoing, or permits one (1) or more members to do so after ten (10) days' notice of such violation by the City of Susanville, may be required to terminate all operations at all Airports controlled by the City.

CATEGORY I. OTHER:

A COMMERCIAL OPERATOR in this Category shall:

1. Be any non-aviation related business located at the Susanville Municipal Airport and not covered in Categories A through H.
2. Lease from the City sufficient land on which to locate all required improvements.